



WORKFORCE DEVELOPMENT BOARD

One Stop Operations Committee

January 15, 2025 at 3:00pm

SC Works Clemson Comprehensive Center, Large Conference Room

Conference Call Information:

<https://us02web.zoom.us/j/6436419262?pwd=Vm9zNTB2ZDNYU3ZWZno1ZlM2QVBqdz09>

Meeting ID: 643 641 9262 Dial: 1-646-558-8656 Passcode: 29631

AGENDA

- I. **Call to Order/Introductions** David Bowers, Chair

- II. **Consent Agenda*** David Bowers
 - a. Meeting Minutes (10.16.2024)
 - b. PY2024 Usage Reports
 - c. PY2024 Financial Reports
 - d. PY2024 Employer Service Reports

- III. **SC Works System Updates**
 - a. Employer Services Update Andie Keef, SC DEW Staff
 - b. PY2024 SC Works Center Update Billy Hunter, Eckerd WDS
 - c. OJT Update
 - d. Rapid Response - Incumbent Worker Training Update Jennifer Campbell, WorkLink Staff
 - e. Tentative Strategic Plan Summary- Information only
 - f. Business Services Representative*
 - g. March Meeting Date*

- IV. **WIOA Program Updates**
 - a. PY2024 Program Update Jeff Snider, Eckerd
 - b. Proposed Policy Mod – Self-Sufficiency Wage* Windy Graham, WorkLink Staff

- V. **Other Business** David Bowers
 - a. PY2025 Eckerd Grant Extensions/RFPs* Jennifer Kelly, Executive Director

- VI. **Adjourn**

**Denotes voting item*

UPCOMING MEETINGS:

WorkLink WDB Meeting, February 5, 2025 @ 1pm
Madren Center (Lunch at Noon)

OneStop Operations Committee Meeting, March TBD
 Clemson SC Works, Large Conference Room or Conference Call

WORKFORCE DEVELOPMENT BOARD
OneStop Operations Committee Meeting Minutes
October 16, 2024 @ 3:00pm
via Zoom/ Clemson SC Works Comprehensive Center

Members Present

David Bowers, Chair Danny Brothers Brooke Garren Jim Kilton

Members Absent:

O'Neil Burton

Staff Present:

Jennifer Kelly Jennifer Campbell Windy Graham

Guests Present:

Renee Alexander Lillian Cleveland Billy Hunter Jeff Snider
Wendy Smith (Prospect Member)

Welcome and Introductions

Chair David Bowers officially called the meeting to order at 3:00pm welcoming everyone in attendance and announced the meeting being recorded for processing of minutes.

Consent Agenda

Chair Bowers stated that the consent agenda was included in the meeting packet. The consent agenda included the following items:

- 5.15.24 Meeting Minutes
- PY24 Usage Reports
- PY24 Financial Reports
- PY24 Employer Services Reports

ACTION TAKEN: Jim Kilton made a motion to accept all consent agenda items as presented, seconded by Andie Keef. The motion carried unanimously.

SC Works System Updates

Employer Services

Mr. Billy Hunter, Eckerd One Stop Manager, gave an update on Employer Services to the group. There have been 25 job fairs for the program year with six more events scheduled during the month of October.

On The Job Training (OJT)

Mr. Hunter also gave an update on OJT placements. \$16,423 was budgeted for OJT in PY24. Of that, \$13,000 has been obligated and \$4,371 expended. This places us at 26.6% expended which is slightly above schedule.

SC Works Center Update

Mr. Hunter shared that the Hurricane created minimal impact on the centers with an IT disruption in the Easley office for two days. New parking lot lines have been painted at the Clemson Comprehensive

Center. All centers will close early on November 22 for staff training. Board members are welcome to attend.

Rapid Response

Ms. Jennifer Campbell, WorkLink Assistant Director, shared that Eugen Wexler, located in Anderson County, was awarded a Rapid Response IWT Grant for \$44,000 to run from October 1, 2024, to June 30, 2025.

Incumbent Worker Training (IWT)

Ms. Campbell reviewed the Incumbent Worker Training (IWT) Grant awards. All IWT contracts have closed as the IET grant closed on September 30, 2024. Grants were awarded to Mergon, Tetramer, United Tool & Mold, Reliable Automatic Sprinkler, RBC Aerostructure, Kentwool, and Borgwarner. However, all the funding was not used by the deadline and \$10,598 of unused funds were returned to SCDEW. There are currently no IWT funds available.

Outreach

Ms. Campbell reviewed the outreach efforts. In addition to the job fairs, hiring events, workshops, and other in person engagement, we have increased our Facebook followers from 4,600 to 6,200 and LinkedIn from zero to 526 followers over the last year. Facebook has been a great tool for engaging with job seekers and LinkedIn with employers. There have been 9,651 organic views on LinkedIn, meaning not paid for. Ms. Campbell shared the goal of reaching 10,000 Facebook followers and 1,000 LinkedIn followers. She encouraged all committee members to follow, like, share, or engage in some way with posts to continue increasing engagement.

WIOA Program Updates

Budget Modification*

Ms. Renee Alexander, Eckerd Operations Director, presented a 2nd budget modification for PY24 Adult Program and Dislocated Worker. WorkLink was able to release \$35,000 in additional funding for PY24. This funding will be broken down to \$20,000 to Adult and \$15,000 to Dislocated Worker and will be used to fully fund the career coach who was originally funded for this first quarter only and balance the DW and Adult program budgets to better align with the needs of each. With this total funding Eckerd will serve a total of 260 participants.

ACTION TAKEN: Jim Kilton made a motion to accept the budget modifications as presented, seconded by Danny Brothers. The motion carried unanimously.

PY2024 Program update

Mr. Jeff Snider, Eckerd Program Manager, reviewed the financial reports found on pages 9 through 14 in the packet. He also gave a PY2024 status update, stating that there have been 32 new participants enrolled in WIOA since July 1, and 38 individuals who have participated in training. Approximately \$12,109 in outside scholarships have been leveraged through a partnership with Tri-County Technical College.

Anderson County Impact Award*

Mr. Snider also shared the previously chosen Anderson County Impact Award candidate had to be changed due to unforeseen circumstances. The new award candidate presented for consideration is Jessica Wood of Anderson County. Her Success Story was included in the packet and presented to the committee for vote.

ACTION TAKEN: Brooke Garren made a motion to accept Jessica Wood as the Anderson County Impact

Award Recipient presented, seconded by Jim Kilton. The motion carried unanimously.

Other Business

2025 Meeting Dates*

Chair Bowers shared the proposed meeting dates for the One Stop Operations Committee are Jan 15, March 19, May 21, Aug 20, and Oct 15, 2025. This is in keeping with the 3pm on the third Wednesday of the month format.

ACTION TAKEN: Jim Kilton made a motion to accept the meeting dates as presented, seconded by Brooke Garren. The motion carried unanimously.

New Committee Member Applications

Ms. Campbell reviewed the One Stop Operations Ad Hoc committee member applications included on pages 28 and 29 in the informational packet.

1. Wendy Smith, Director of Career Services for Anderson University.

ACTION TAKEN: Jim Kilton made a motion to accept Wendy Smith as a One Stop Operations Ad Hoc Committee Member, seconded by Danny Brothers. The motion carried unanimously.

2. Ellen Pate, Director of Career Services for Tri-County Technical College

ACTION TAKEN: Jim Kilton made a motion to accept Ellen Pate as a One Stop Operations Ad Hoc Committee Member, seconded by Brooke Garren. The motion carried unanimously.

Adjourn

With no further business, the meeting was adjourned at 3:49pm.

Respectfully submitted by: Jennifer Campbell

**Denotes voting item*

UPCOMING MEETINGS:

WorkLink WDB Meeting, November 6, 2024 @ 1pm
Madren Center (Lunch at Noon)

OneStop Operations Committee Meeting, January 15, 2025 @ 3pm
Clemson SC Works, Large Conference Room or Conference Call

Data through: December 2024
 Last Revision Date: 01/10/2025

SC WORKS | BRINGING EMPLOYERS
 AND JOB SEEKERS TOGETHER
WORKLINK
 ANDERSON-OCONEE-PICKENS

PY2023 - July 1, 2024 to July 30, 2025

WIOA Training and Follow-Up Services = July 1, 2024 - July 30, 2025

Recommended for Training Services		
	December	YTD
GED		
Occupational		
On-the-Job Training	0	4

OJT Training Synopsis				
Company Name	Location of Company	Successful	Unsuccessful	In-Progress
Advanced Prosthetics of Easley	Pickens	1		
AnMed Main Campus	Anderson	1		
Central Textiles Inc.	Pickens		1	
Norris Mechanical LLC	Anderson	1		
Total Current Contracts		0		
Total Carryover		1		
Total All OJT Contracts		4		

*Carryover equals those contracts started in PY23 but finished in PY24

Funding Source		
	December	YTD Total
Adult	0	4
Dislocated Workers	0	0

Program Outcomes and Follow-Up Services		
	MTD Total	YTD Total
Entered Employment	13	30
Credential Attained (current year)	5	27
Measurable Skills Gained	14	75
Follow-Up Services Provided	45	230
Follow-Up Services Individuals	45	140

*This number is hand counted from SCWOS based on follow-up summaries of each career coach.

Occupational Training by Provider		
Training Provider	Currently In Training	PY24 Rec'd Training
ArcLabs Welding School	0	0
Capstone Career Development Center	3	5
CDL Training Service (Ace Driving Academy)	2	2
Coding Clarified LLC	1	1
Commercial Driving Academy	0	0
Norris Mechanical, LLC	12	18
Tri-County Technical College	22	42
Truck Driver Institute	0	0
Village Career Center, LLC.	1	3
Total	41	71

Total Occupational Training by Cluster		
Occupation	Total Trained	PY24 Rec'd Credential
GED/Occupational Training (324)	0	0
Admin, Support, Waste Mgmt., Remediation Svcs.	3	2
CDL	9	4
Construction	3	0
Health Care and Social Assistance	33	6
Manufacturing	18	10
Professional, Scientific, Technical Services	5	2

Funding Source PY22 Rec'd (occupational and GED training)			
WIOA Funding	YTD Total	Partner Funding	Amt Leverage YTD
Adult	121	TCTC Scholarships \$	40,500
Dislocated Workers	12	SC Lottery \$	-
DWG	1	Pell Grant \$	-
Trade (co-enrolled)	0	Other \$	-
Total	134		40,500

Note: Some participants have rec'd more than one training or more than one funding source.

Data through: December2024
 Last Revision Date: 01/10/2025

SC WORKS | BRINGING EMPLOYERS
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*Workshops are offered Virtually

PY2024 - July 1, 2024 to June 30, 2025

	Q1 2024	Q1 2024	Q1 2024	Q2 2024	Q2 2024	Q2 2024	Q3 2024	Q3 2024	Q3 2024	Q4 2024	Q4 2024	Q4 2024	
Jobseekers Services	Jul-24	Aug-24	Sep-24	Oct-24	Nov-24	Dec-24	Jan-25	Feb-25	Mar-25	Apr-25	May-25	Jun-25	Total
SYSTEM WIDE SERVICES													
Unduplicated Customer Count	2973	6913	6853	4195	5004	2435							16144
Individuals that Registered	184	204	216	245	170	146							1165
Anderson	86	78	105	105	86	79							539
Clemson	25	27	28	29	16	17							142
Easley	40	52	41	57	42	24							256
Seneca	33	47	42	54	26	36							238
Job Search Services (006 and 06M)	1780	1577	1388	1492	4955	1637							12829
Anderson	917	727	663	697	1749	846							5599
Clemson	290	285	239	251	2328	218							3611
Easley	277	295	247	296	505	266							1886
Seneca	296	270	239	248	373	307							1733
CENTER-WIDE SERVICES													
Center Traffic (Total Customer Count):	1204	923	816	1122	814	834							5713
Anderson	444	265	296	352	265	297							1919
Clemson	404	325	280	397	317	293							2016
Easley	62	68	53	60	40	48							331
Seneca	294	265	187	313	192	196							1447
Orientation Attendance	30	45	17	44	23	19							178
Workshops Offered	10	12	12	12	12	10							68
# Attended Employability	0	4	0	0	2	0							6
# Attended Financial Literacy	0	0	0	0	1	0							1
# Attended Computer Skills	0	0	0	0	0	0							0
Referrals to Partners:	55	58	37	64	50	40							304
# of Individuals Received Referral	49	51	34	53	45	34							266

Data through: December2024
 Last Revision Date: 01/10/2025

SC WORKS | BRINGING EMPLOYERS
 AND JOB SEEKERS TOGETHER
WORKLINK
 ANDERSON-OCONEE-PICKENS

PY2023 - July 1, 2024 to July 30, 2025

	Q1 20234	Q1 2024	Q1 20243	Q2 2024	Q2 2024	Q2 2024	Q3 2024	Q3 2024	Q3 2024	Q4 2024	Q4 2024	Q4 2024	
Employer Services	Jul-24	Aug-24	Sep-24	Oct-24	Nov-24	Dec-24	Jan-25	Feb-25	Mar-25	Apr-25	May-25	Jun-25	Total
Internal Job Orders Created	196	166	109	156	134	104							865
Anderson	59	54	38	58	48	41							298
Clemson	26	24	9	13	7	30							109
Easley	6	8	3	6	5	3							31
Seneca	105	80	59	79	74	30							427
Services Provided Employers	1197	1497	1655	2192	1781	830							9152
Anderson	230	226	363	848	416	282							2365
Clemson	831	1101	1163	1195	1272	494							6056
Easley	24	75	61	48	6	17							231
Seneca	112	95	68	101	87	37							500
Hiring Events													
Total Job Seekers	324	332		269	167	92							1184
Anderson	300	156		182	163	92							893
Oconee	16	7		17	4	0							44
Pickens	8	169		70	0	0							247
Regional	0	0		0		0							0
Entered Employments	16	0	10	12	0	0							38
Anderson	15	0	10	8	0	0							33
Clemson	1	0	0	4	0	0							5
Easley	0	0	0	0	0	0							0
Seneca	0	0	0	0	0	0							0
Rapid Response Events	0	0	0	0	0	0							0
Total Affected	0	0	0	0	0	0							0

PY2023 - July 1, 2024 to July 30, 2025

WIOA Individualized Career Services = July 1, 2024 - July 30, 2025

Job Seeker at WIOA Enrollment						
	A	O	P	Other	Total	
Veterans	CO	2	2	1	1	6
	New	0	0	0	0	0
Offenders	CO	25	2	4	0	0
	New	1	0	0	0	1
TAA Co-enrolled	CO	0	0	0	0	0
	New	0	0	0	0	0
Adult/DW Low Income	CO	24	9	22	0	55
	New	1	1	1	0	3
SNAP Recipient	CO	12	5	9	0	26
	New	0	0	1	0	1
Basic Skills Deficient	CO	36	11	25	2	74
	New	1	1	1	0	3

Caseload Breakdown			
	Active	Follow-up	Total
Goldsmith	13	23	36
Hill	43	31	74
Sexton	47	21	68
Total	103	75	178

Active Enrollment			
	CO	December	Total
Goldsmith	11	2	13
Hill	43	1	44
Sexton	47	2	49
Total	101	5	106

Applications			
	December	YTD Total	
YTD Total Determinations	6	56	
Enrollment			
	December	TD Planned (+/-)	
New MTD Enrolled	5	9	-4
New YTD Enrolled	48	45	3
Total YTD Participants	133		
Total YTD Exits	24		
Priorities*	YTD Enrolled	%	Goal
1. Veterans - PAR, LI, or BSD**	98	80.3%	
2. PAR, LI, or BSD			
3. Veteran	24	19.7%	
4. Non-Veterans			
Sum	122		

*Applies to Adult Population Only
 **PAR = Public Assistance Recipients, LI = Low Income, BSD = Basic Skills Deficient

Career Interest		
In-Demand Career Cluster	December	YTD
Admin, Support, Waste Mgmt., Remediation Svcs..	0	1
Health Care and Social Assistance	0	20
Manufacturing	1	7
Professional Scientific Technical Services	1	7
Construction	1	2
CDL Exception	2	10
Other	0	2

One-on-One Services (WIOA)		
<i>(214 Activity Codes reflect students in the seat regardless of start/end date; all others are services provided in that month)*</i>		
Activity	December	YTD
106 - Provided Internet Job Searc	3	41
107 - Provision of Labor Market I	3	43
115 - Resume Preparation Assista	2	6
132- Workshop	4	33
142 - Soft Skills Instruction	2	40
202 - Career Guidance/Planning	34	255
214 - Adult Literacy or Basic Skills	1	2

WorkKeys or WIN			
	CO	New MTD	Total
Platinum	26	0	26
Gold	76	0	76
Silver	349	0	349
Bronze	187	0	187
No Certificate	98	0	98
Total	736	0	736

SC Work WorkLink: PY2023 Eckerd Grant Award Financial Status

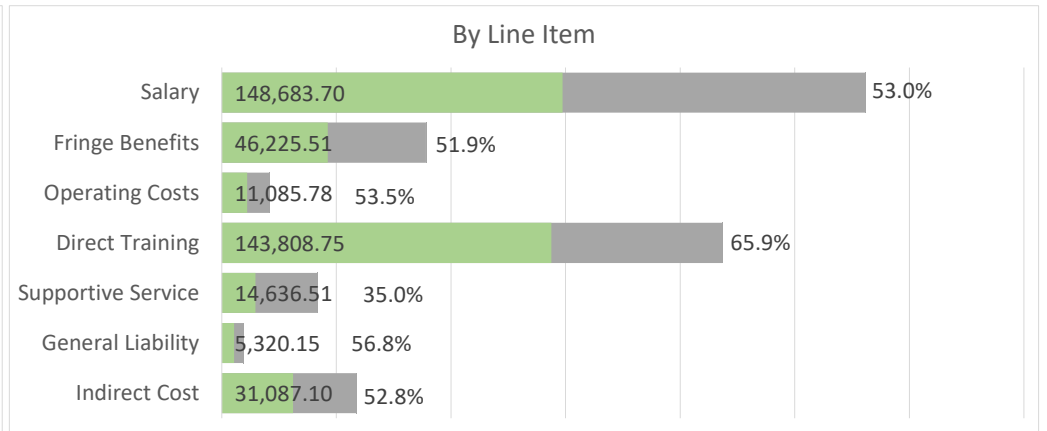
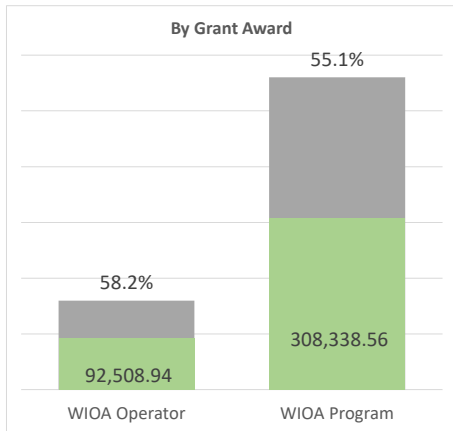
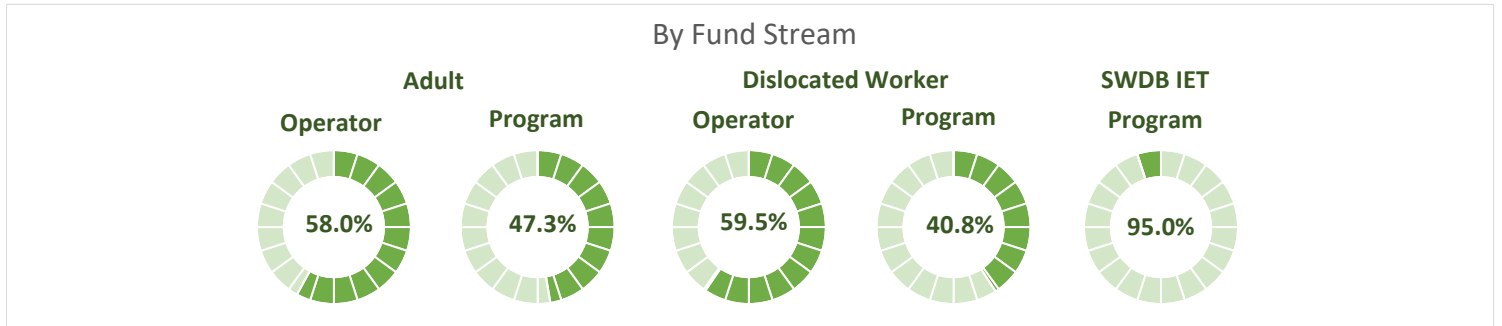
PY2024 One Stop Operator & Adult/Dislocated Worker WIOA Program Services

Reporting Period: **2024 December**

Program Year	2024	% Expended	95% Goal	100% Goal
Type	(All)	58.6%	55.3%	59.8%
Fund Stream	(All)			

Category	Grant Amount	Expenditure	% Expended
Salary	280,683	148,683.70	53.0%
Fringe Benefits	89,128	46,225.51	51.9%
Operating Costs	20,740	11,085.78	53.5%
Direct Training	218,278	143,808.75	65.9%
Supportive Service	41,827	14,636.51	35.0%
General Liability	9,372	5,320.15	56.8%
Indirect Cost	58,872	31,087.10	52.8%

	Grant Amount	Expenditures	Remaining
\$	718,900	\$ 400,847	\$ 318,053



Fund Stream	Award Amount	Grant Period
Adult - Program	402,326	July 1, 2024 to June 30, 2025
Dislocated Worker - Program	58,646	July 1, 2024 to June 30, 2025
Adult - Operator	138,416	July 1, 2024 to June 30, 2025
Dislocated Worker - Operator	20,613	July 1, 2024 to June 30, 2025
IET - Adult	98,899	October 1, 2023 to September 30, 2024
Total	718,900	



ECKERD YOUTH ALTERNATIVES, INC.

100 N. Starcrest Drive, Clearwater, FL 33765

INVOICE

Adult Program

Worklink Development Board
 1376 Tiger Blvd.
 Clemson, SC 29631
Attn: Jennifer Kelly
 email: jkelly@worklinkweb.com

Contract Number: 24E295A2
 Invoice Number: 1055-06
 Invoice Month: December 2024
 Period Covered: July 1, 2024 - June 30, 2025
 Total Amount Due: **\$ 31,181**

Eckerd Goal:

DECEMBER
50.0%

100.0%

Line Item	Budget MOD 2	1055-6	Cumulative Cost YTD	Remaining Balance	Percent Spent YTD	
Staff Salary Total	\$ 163,763	\$ 13,680	82,211.98	\$ 81,550.85	50.2%	
Fringe Benefit Total 51xx	\$ 54,744	\$ 4,514	27,136.94	\$ 27,606.78	49.6%	
TOTAL STAFF COSTS	\$ 218,507	18,194.83	109,348.92	\$ 109,157.63	50.0%	
Operating Costs:						
Facility Rent, Utilities, Maintenance, etc.	6185	\$ -	\$ -	\$ -	0.0%	
Staff Expendable Supplies & Materials	6000	\$ 1,873	\$ 67	82.12	\$ 1,790.88	4.4%
Software Licenses	6095	\$ 3,096	\$ -	3,059.91	\$ 36.09	98.8%
Staff Computers	6085	\$ 1,400	\$ -	1,341.08	\$ 58.92	95.8%
Program Outreach Expenses (Brochures, Flyers, etc.)	6735	\$ -	\$ -	-	\$ -	0.0%
Copy & Print Expenses	6730	\$ 1,101	\$ 626	626.04	\$ 474.96	56.9%
Communications (Phone, Fax, Internet, etc.)	6270	\$ 816	\$ 66	305.95	\$ 510.05	37.5%
Staff Travel						
Local Mileage cost	6105	\$ 1,000	\$ -	396.91	\$ 603.09	39.7%
Non-Local Per Diem/Lodging Cost	6115/6120/6125	\$ -	\$ -	148.14	\$ (148.14)	0.0%
Client Verifications	6516	\$ 600	\$ -	-	\$ 600.00	0.0%
Staff Training	5110	\$ -	\$ -	-	\$ -	0.0%
Staff Background Checks	5100	\$ 107	\$ -	45.00	\$ 62.10	42.0%
Postage (Stamps, FedEx, etc.)	6005	\$ 1,200	\$ 134	438.69	\$ 761.31	36.6%
TOTAL OPERATING COSTS	\$ 11,193	892.49	6,443.84	\$ 4,749.26	57.6%	
Training Costs:						
WI Customer Credential Exam Fees (C.N.A., GED, TABE)	6525	\$ 7,250	\$ 2,684	2,683.59	\$ 4,566.41	37.0%
WI Customer Individualized Training Costs						
Individual Training Account/Voucher Cost	6530	\$ 87,500	\$ 4,895	38,010.45	\$ 49,489.55	43.4%
Client Testing Fees	6535	\$ -	\$ -	-	\$ -	0.0%
TOTAL TRAINING COSTS	\$ 94,750	\$ 7,579	\$ 40,694	\$ 54,056	42.9%	
Supportive Services Costs :						
WI Customer Transportation Costs	6485	\$ 13,750	\$ 520	2,640.00	\$ 11,110.00	19.2%
WI Customer Childcare Costs	6660	\$ -	\$ -	-	\$ -	0.0%
Training Support Materials (Uniforms, Drug Screens, Backgr	6590	\$ 24,385	\$ 840	11,055.51	\$ 13,329.39	45.3%
WI Customer Emergency Assistance (Rent, Car Repair, et	6596	\$ -	\$ -	-	\$ -	0.0%
TOTAL SUPPORTIVE SERVICES COSTS	\$ 38,135	1,360.00	13,695.51	\$ 24,439.39	35.9%	
Training/Professional Fees/Profit:						
General Liability Insurance	6305	\$ 6,321	\$ 406	3,473.32	\$ 2,847.19	55.0%
TOTAL FEES / PROFIT COSTS	\$ 6,321	406.36	3,473.32	\$ 2,847.19	55.0%	
INDIRECT COST:	14.10%	\$ 33,421	\$ 2,748.61	16,816.52	\$ 16,604.71	50.3%
Contract Total	\$ 402,326	31,180.88	190,472.14	\$ 211,854.14	47.3%	



ECKERD YOUTH ALTERNATIVES, INC.

100 N. Starcrest Drive, Clearwater, FL 33765

INVOICE

Adult DW

Worklink Development Board
 1376 Tiger Blvd.
 Clemson, SC 29631
Attn: Jennifer Kelly
 email: jkelly@worklinkweb.com

Contract Number: 24E295D2
 Invoice Number: 1056-06
 Invoice Month: December 2024
 Period Covered: July 1, 2024 - June 30, 2025
 Total Amount Due: \$ **3,749**

Eckerd Goal:

DECEMBER

50%

100.0%

Line Item	Budget MOD 2	1056-6	Cumulative Cost	Remaining	Percent Spent
Staff Salary Total	\$ 28,683.71	\$ 2,414.19	\$ 14,326.93	\$ 14,356.78	49.9%
Fringe Benefit Total 51xx	\$ 9,627.90	\$ 796.71	\$ 4,732.33	\$ 4,895.57	49.2%
TOTAL STAFF COSTS	\$ 38,311.61	\$ 3,210.90	\$ 19,059.26	\$ 19,252.35	49.7%
Operating Costs:					
Facility Rent, Utilities, Maintenance, etc.	6185	\$ -	\$ -	\$ -	0.0%
Staff Expendable Supplies & Materials	6000	\$ 280.50	\$ 11.77	\$ 14.50	5.2%
Software Licenses	6095	\$ 495.00	\$ -	\$ 488.63	98.7%
Staff Computers	6085	\$ -	\$ -	\$ -	0.0%
Client Verifications	6516	\$ -	\$ -	\$ -	0.0%
Program Outreach Expenses (Brochures, Flyers, etc.)	6735	\$ -	\$ -	\$ -	0.0%
Copy & Print Expenses	6730	\$ 222.00	\$ -	\$ 222.00	0.0%
Communications (Phone, Fax, Internet, etc.)	6270	\$ 144.00	\$ 11.68	\$ 52.25	36.3%
Staff Travel					
Local Mileage Cost	6105	\$ 350.00	\$ -	\$ 5.09	1.5%
Non-Local Per Diem/Lodging Cost	6110/6115/6120/6125/6130	\$ -	\$ -	\$ -	0.0%
Staff Training	5110	\$ -	\$ -	\$ -	0.0%
Staff Background Checks	5100	\$ 14.40	\$ -	\$ 14.40	0.0%
Postage (Stamps, FedEx, etc.)	6005	\$ 180.00	\$ -	\$ 4.60	2.6%
TOTAL OPERATING COSTS	\$ 1,685.90	\$ 23.45	\$ 565.07	\$ 1,120.83	33.5%
Training Costs:					
WorkKeys, etc.)	6525	\$ 1,904.89	\$ -	\$ 1,904.89	0.0%
WI Customer Individualized Training Costs					
Individual Training Account/Voucher Cost	6530	\$ 6,300.00	\$ -	\$ 6,300.00	0.0%
Client Testing Fees	6535	\$ -	\$ -	\$ -	0.0%
TOTAL TRAINING COSTS	\$ 8,204.89	\$ -	\$ -	\$ 8,204.89	0.0%
Supportive Services Costs :					
WI Customer Transportation Costs	6485	\$ 810.00	\$ -	\$ 810.00	0.0%
WI Customer Childcare Costs	6660	\$ -	\$ -	\$ -	0.0%
Training Support Materials (Uniforms, Drug Screens, Backgr	6590	\$ 2,882.04	\$ -	\$ 941.00	32.7%
WI Customer Emergency Assistance (Rent, Car Repair, etc.)	6596	\$ -	\$ -	\$ -	0.0%
TOTAL SUPPORTIVE SERVICES COSTS	\$ 3,692.04	\$ -	\$ 941.00	\$ 2,751.04	25.5%
Training/Professional Fees/Profit:					
General Liability Insurance	6305	\$ 952.32	\$ 51.67	\$ 508.37	53.4%
TOTAL FEES / PROFIT COSTS	\$ 952.32	\$ 51.67	\$ 508.37	\$ 443.96	53.4%
INDIRECT COST:	14.10%	\$ 5,799.05	\$ 463.33	\$ 2,838.71	49.0%
Contract Total	\$ 58,645.82	\$ 3,749.35	\$ 23,912.41	\$ 34,733.41	40.8%



ECKERD YOUTH ALTERNATIVES, INC.

100 N. Starcrest Drive, Clearwater, FL 33765

INVOICE

Planning and Development

Worklink Development Board	Contract Number:	24PAD895E1				
1376 Tiger Blvd.	Invoice Number:	1500-05				
Clemson, SC 29631	Invoice Month:	December 2024				
Attn: Jennifer Kelly	Period Covered:	August 1, 2024 - July 31,2025				
email: jkelly@worklinkweb.com	Total Amount Due:	\$ 4,121				
Eckerd Goal:			DECEMBER			100.0%
			41.7%			
Line Item	Budget	1500-05	Cumulative Cost YTD	Remaining Balance	Percent Spent YTD	
Operating Costs:						
Staff Travel	6105	2,965.00	64.92	1,072.60	1,892.40	36.2%
Local Mileage cost	6115/6120/6125	8,484.00	381.20	4,597.83	3,886.17	54.2%
Staff Training	5105/5110	12,900.00	3,675.00	12,683.95	216.05	98.3%
TOTAL OPERATING COSTS		24,349.00	4,121.12	18,354.38	5,994.62	75.4%
INDIRECT COST:	0.00%	-	-	-	-	#DIV/0!
CONTRACT TOTAL:		24,349.00	4,121.12	18,354.38	5,994.62	75.4%

ITA Obligations and Participant Cost Report

Service Provider: Eckerd Workforce Development Servic
Period Covered: PY2024 (July 1, 2024 to June 30, 2025)
Report Date: 12/31/2024

ITA Report	Open		Open		Closed		PY2024	
	Adult	%	DW	%	IET	%	Total All Funding	%
Scholarship Budget	\$ 87,500		\$ 6,300		\$ 98,899		\$ 192,699	
Scholarship Awards	\$ 43,935	50%	\$ -	0%	\$ 93,954	95%	\$ 137,889	72%
Scholarships Available	\$ 43,565	50%	\$ 6,300	100%	\$ 4,945	5%	\$ 54,810	28%

Participant Cost Budget*	\$ 149,309		\$ 11,897		\$ 98,899		\$ 260,105	
Pending Transactions	\$ -	0%	\$ -	0%	\$ -	0%	\$ -	0%
Cleared Transactions	\$ 63,550	43%	\$ 941	8%	\$ 93,954	95%	\$ 158,445	61%
Total Authorized Transactions	\$ 63,550	43%	\$ 941	8%	\$ 93,954	95%	\$ 158,445	61%
Remaining Available Balance	\$ 85,759	57%	\$ 10,956	92%	\$ 4,945	5%	\$ 101,660	39%

*Participant Cost Budget totals include scholarships, OJT, and supportive services

Acronyms	
ITA	Individual Training Accounts are also known as scholarships or tuition costs.
OJT	On-the-Job Training Contracts for participants to learn a new occupation.
DW	Dislocated Worker
IET	Individual & Employer Training Program Grant (State WDB speciality grant to support WIOA Adult/DW program)

Leveraged Scholarships YTD	40,500
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ECKERD YOUTH ALTERNATIVES, INC.

100 N. Starcrest Drive, Clearwater, FL 33765

INVOICE

Operator Program

Worklink Development Board	Contract Number:	24E995A2				
1376 Tiger Blvd.	Invoice Number:	1092-06				
Clemson, SC 29631	Invoice Month:	December 2024				
Attn: Jennifer Kelly	Period Covered:	July 1, 2024 - June 30, 2025				
email: jkelly@worklinkweb.com	Total Amount Due:	\$ 10,674				
Eckerd Goal:			DECEMBER			
			50.0%			100.0%
Line Item		Budget	1092-6	Cumulative Cost YTD	Remaining Balance	Percent Spent YTD
Staff Salary Total		\$ 75,170.95	\$ 4,831.44	44,325.04	\$ 30,845.91	59.0%
Fringe Benefit Total	51xx	\$ 21,069.15	\$ 1,334.95	12,216.00	\$ 8,853.15	58.0%
TOTAL STAFF COSTS		\$ 96,240.10	\$ 6,166.39	56,541.04	\$ 39,699.06	58.7%
Operating Costs:						
1.1 Facility, Utilities	6185	\$ -	\$ -	-	\$ -	0.0%
1.2 Staff Expendable Supplies & Materials	6000	\$ 1,500.00	\$ -	490.27	\$ 1,009.73	32.7%
1.3 Program Outreach Expenses (Brochures, Flyers, etc.)	6735	\$ 1,200.00	\$ 275.48	1,109.60	\$ 90.40	92.5%
1.4 Copy & Print Expenses	6730	\$ 1,200.00	\$ -	218.26	\$ 981.74	18.2%
1.5 Communications (Phone, Fax, Internet, etc.)	6270	\$ 408.00	\$ 32.05	148.56	\$ 259.44	36.4%
1.6 Staff Travel	6105, 6120, 6125	\$ 1,341.21	\$ -	658.06	\$ 683.15	49.1%
1.7 Staff Training/Technical Services Costs	5110	\$ -	\$ -	-	\$ -	0.0%
1.8 Non-Expendable Equipment Purchases	6095	\$ 892.50	\$ -	822.88	\$ 69.62	92.2%
1.9 Postage (Stamps, FedEx, etc)	6005	\$ 250.00	\$ -	-	\$ 250.00	0.0%
1.10 Staff Background Checks	5100	\$ 28.05	\$ -	18.00	\$ 10.05	64.2%
TOTAL OPERATING COSTS		\$ 6,819.76	\$ 307.53	3,465.63	\$ 3,354.13	50.8%
Training Costs:						
2.3 WI Customer Credential Exam Fees (CAN, GED, TABE, Workkeys)	6525	\$ -	\$ -	-	\$ -	0.0%
2.6 Individual Training Account/Voucher Cost	6530	\$ -	\$ -	-	\$ -	0.0%
Client On the Job Training	6515	\$ 16,423.83	\$ 2,748.90	9,160.71	\$ 7,263.12	55.8%
TOTAL TRAINING COSTS		\$ 16,423.83	\$ 2,748.90	\$ 9,160.71	\$ 7,263.12	55.8%
Supportive Services Costs :						
3.11 WI Customer Transportation Costs	6485	\$ -	\$ -	-	\$ -	0.0%
3.12 WI Customer Childcare Costs	6660	\$ -	\$ -	-	\$ -	0.0%
3.13 WI Customer Emergency Assistance	6596	\$ -	\$ -	-	\$ -	0.0%
3.14 Training Support Materials	6545	\$ -	\$ -	-	\$ -	0.0%
TOTAL SUPPORTIVE SERVICES COSTS		\$ -	\$ -	-	\$ -	0.0%
Training/Professional Fees/Profit:						
4.2 General Liability Insurance	6305	\$ 1,827.07	\$ 132.22	1,152.72	\$ 674.35	63.1%
TOTAL FEES / PROFIT COSTS		\$ 1,827.07	\$ 132.22	1,152.72	\$ 674.35	63.1%
4.1 INDIRECT COST:	14.10%	\$ 17,104.82	\$ 1,319.06	9,915.13	\$ 7,189.68	58.0%
Contract Total		\$ 138,415.57	\$ 10,674.10	80,235.23	\$ 58,180.34	58.0%

	ECKERD YOUTH ALTERNATIVES, INC.					
	100 N. Starcrest Drive, Clearwater, FL 33765					
	INVOICE Operator DW					
Worklink Development Board	Contract Number:	24E995A2				
1376 Tiger Blvd.	Invoice Number:	1223-06				
Clemson, SC 29631	Invoice Month:	December 2024				
Attn: Jennifer Kelly	Period Covered:	July 1, 2024 - June 30,2025				
email: jkelly@worklinkweb.com	Total Amount Due:	\$ 1,333				
Eckerd Goal:			DECEMBER			100.0%
			50.0%			
Line Item		Budget	1223-06	Cumulative Cost YTD	Remaining Balance	Percent Spent YTD
Staff Salary Total		13,065.58	852.62	7,819.75	5,245.83	59.9%
Fringe Benefit Total	51xx	3,687.52	235.60	2,140.24	1,547.28	58.0%
TOTAL STAFF COSTS		16,753.09	1,088.22	9,959.99	6,793.10	59.5%
Operating Costs:						
1.1 Facility, Utilities	6185	-	-	-	-	0.0%
1.2 Staff Expendable Supplies & Materials	6000	130.00	-	42.63	87.37	32.8%
1.3 Program Outreach Expenses (Brochures, etc)	6735	225.00	52.47	211.36	13.64	93.9%
1.4 Copy & Print Expenses	6730	180.00	-	38.52	141.48	21.4%
1.5 Communications (Phone, Fax, Internet, etc)	6270	72.00	5.66	26.24	45.76	36.4%
1.6 Staff Travel	6105, 6120, 6125	230.50	-	147.28	83.22	63.9%
1.7 Staff Training/Technical Services Costs	5110	-	-	-	-	0.0%
1.8 Non-Expendable Equipment Purchases	6095	157.50	-	145.21	12.29	92.2%
1.9 Postage (Stamps, FedEx, etc)	6005	41.00	-	-	41.00	0.0%
1.10 Staff Background Checks	5100	4.95	-	-	4.95	0.0%
TOTAL OPERATING COSTS		1,040.95	58.13	611.24	429.71	58.7%
Training Costs:						
Client On the Job Training	6515	-	-	-	-	0.0%
2.3 WI Customer Credential Exam Fees (CAN)	6525	-	-	-	-	0.0%
2.6 Individual Training Account/Voucher Cost	6530	-	-	-	-	0.0%
Client Allowances	6590	-	-	-	-	0.0%
TOTAL TRAINING COSTS		-	-	-	-	-
Supportive Services Costs :						
3.11 WI Customer Transportation Costs	6485	-	-	-	-	0.0%
3.12 WI Customer Childcare Costs	6660	-	-	-	-	0.0%
3.13 WI Customer Emergency Assistance	6596	-	-	-	-	0.0%
3.14 Training Support Materials	6545	-	-	-	-	0.0%
TOTAL SUPPORTIVE SERVICES COSTS		-	-	-	-	0.0%
Training/Professional Fees/Profit:						
4.2 General Liability Insurance	6305	272.10	22.31	185.74	86.36	68.3%
TOTAL FEES / PROFIT COSTS		272.10	22.31	185.74	86.36	68.3%
4.1 INDIRECT COST:	14.10%	2,547.33	164.78	1,516.73	1,030.59	59.5%
CONTRACT TOTAL:		20,613.46	1,333.44	12,273.70	8,339.76	59.5%

PY24 OJT Summary

Adult 1092

Contract Number	Name	Assigned CM	Enrollment Code	State ID	Employer	County	Start Date	End Date	Completion	Total Training Hours	Hourly Wage Rate	Reimbursement Rate	Maximum Reimbursement	Deobligated	Ending Amount	PAID
05062024-004	W.C.	Vicky Sexton		4132556	Norris Mechanical	Anderson	5/8/2024	8/6/2024	YES	170	\$18.00	75%	\$2,430.00	\$135.00	\$2,295.00	\$2,295.00
07222024-005	M.N.C.	Vicky Sexton		235167	Central Textiles	Pickens	7/22/2024		NO	72.72	\$14.00	75%	\$5,040.00	\$4,276.44	\$763.56	\$763.56
09032024-007	J.W.	Vicky Sexton		4138513	AnMed	Anderson	9/3/2024				\$16.06	50%	\$3,854.40		\$3,854.40	\$0.00
08192024-006	D.S.	Vicky Sexton		4114603	Advanced Prosthetics	Pickens	8/19/2024			263	\$17.00	75%	\$6,120.00		\$6,120.00	\$3,353.25

Budget	Remaining
\$17,444.40	\$6,621.15

County	Amount	Percentage
Anderson	\$2,295.00	36%
Pickens	\$4,116.81	64%
Oconee		0%

Hours Trained	Average Wage
0	\$16.27

Total Obligated	Total Deobligated	Net Amount	Paid	Balance
\$17,444.40	\$4,411.44	\$13,032.96	\$6,411.81	\$6,621.15
Net Obligated	\$13,032.96			

DW 1223

Contract Number	Name	Assigned CM	Enrollment Code	State ID	Employer	County	Start Date	End Date	Total Training Hours	Hourly Wage Rate	Reimbursement Rate	Maximum Reimbursement	Deobligated	Ending Amount	PAID	Balance

Budget	Remaining
\$0.00	\$0.00
0	

County	Amount	Percentage
Anderson	\$0.00	#DIV/0!
Pickens	\$0.00	#DIV/0!
Oconee	\$0.00	#DIV/0!

Hours Trained	Average Wage
0	#DIV/0!

Total Obligated	Total Deobligated	Net Amount	Paid	Balance
\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Net Obligated	\$0.00			

24RRIWT01

Grant #	Company	Originally Awarded	Modifications	Current Award	Expended	Balance		Start Date	End Date	Status	Notes
24RRIWT03-01	Eu We Eugene Wexler	44400		44400				10/1/2024	6/30/2025	Executed	Training to start Jan 20

24IWT01

Grant #	Company	Originally Awarded	Modifications	Current Award	Expended	Balance	Deobligated	Start Date	End Date	Status	Status
Total:		\$44,400.00		\$44,400.00	\$ -	\$0.00	\$0.00				

Total Grant Award \$44,400.00
 Undesignated \$0.00

Contract Status

Executed
 Pending from Employer

Payment

Yellow= final
 Green=pending documentation

Strategic Goal	Objective	Key Actions
Goal 1: Expand and Diversify Funding Sources	1.1 Evaluate 501c(3) Opportunities	<ul style="list-style-type: none"> - Develop and present a summary of 501c(3) benefits and requirements. - Assess and update by-laws; submit required documents for reactivation.
	1.2 Identify Funding Priorities	<ul style="list-style-type: none"> - Conduct a community gap analysis. - Engage partners to identify funding opportunities.
	1.3 Build Donor Engagement	<ul style="list-style-type: none"> - Form a Resource Development Committee. - Train members and create outreach materials. - Develop and execute a donor engagement plan with success stories.
	1.4 Secure Funding	<ul style="list-style-type: none"> - Prepare and submit funding proposals aligned with priorities.
Goal 2: Increase Workforce Participation	2.1 Assess and Address Barriers	<ul style="list-style-type: none"> - Collect feedback from job seekers and employers on barriers to employment. - Continue to review community mapping and update information quarterly. - Identify resources and solutions to overcome barriers to employment.
	2.2 Enhance Soft Skills Programs	<ul style="list-style-type: none"> - Identify common soft skills to deliver to job seekers in the SC Works system and tailor for priority populations. - Partner with community leaders to provide soft skills training and identify innovative training delivery methods.
	2.3 Strengthen Support Systems	<ul style="list-style-type: none"> - Build partnerships with mental health, second chance, and other ancillary support organizations. - Facilitate connections among community agencies and update and maintain referral processes.
	2.4 Improve Understanding of Employer Needs	<ul style="list-style-type: none"> - Train business service staff on employer resources available in the community and work to reduce duplication of efforts.

		<ul style="list-style-type: none"> - Identify and implement tools for job seekers to understand wages and workplace expectations (i.e. paychecks, retention, etc.)
Goal 3: Engage Underserved Populations	3.1 Target Outreach Efforts	<ul style="list-style-type: none"> - Use demographic data to locate underserved communities. - Collaborate with organizations to connect with target groups (i.e. develop specific outreach materials, participate and/or lead community initiatives, etc.).
	3.2 Tailor Communication Strategies	<ul style="list-style-type: none"> - Set guidelines and/or train frontline staff on how to promote SC Works services. - Utilize social media and community events to amplify messages.
	3.3 Simplify Navigation of WorkLink website	<ul style="list-style-type: none"> - Test and improve website usability. - Develop a central webpage for accessing workforce resources in the WorkLink community.
Goal 4: Utilize Labor Market Information for Improving Workforce Development	4.1 Leverage Resources available for Predictive Analytics	<ul style="list-style-type: none"> - Identify and collect data from existing partnerships that provide data analytics (DEW, ACOG, etc.). - Partner with experts to ensure accuracy and relevance (i.e. employer groups and the Business Service Team).
	4.2 Improve Communication of Insights	<ul style="list-style-type: none"> - Identify current job opening trends and career pathway examples to tailor to the WorkLink area. - Distribute regular reports to inform stakeholders.
	4.3 Identify Potential Innovative Workforce Programs	<ul style="list-style-type: none"> - Utilize data to create potential innovative workforce programs. - Apply for funding support for pilot initiatives or partner with other local organizations in applying for funding.



WorkLink Region
Business Service Lead Application

Applicant Name _____

Position _____

Business/Organization _____

Phone _____

E-Mail _____

Mailing Address _____

Fax _____

Counties Served: Check all that apply

Anderson

Pickens

Oconee

Other _____

Are you willing to serve as the lead for the WorkLink area Business Service Team for one year, fulfilling the job duties described in the position description to the best of your ability?

Yes

Are you a Certified Business Service Professional?

Yes

If not, would you be willing to complete training within one year?

Yes

How many years experience do you have providing Business Services? _____

How many years experience do you have coordinating a team? _____

Applicant Signature _____

Date _____

Agency Signature _____

Date _____

Business Service Lead Position Description
Voluntary, Elected Position (1 -year term, renewable)

Position Overview:

The Business Service Integration Team Lead plays a critical role in supporting the goals of the SC Works system by facilitating the integration of business services within the WorkLink region. This individual is responsible for leading a team focused on building strong partnerships with local businesses, industry groups, training providers, and community organizations to align workforce development initiatives with regional economic needs. The Team Lead will work closely with local and state agencies to create and implement strategies that promote job growth, upskilling opportunities, and sustainable employment across the state.

Key Responsibilities:

Team Leadership: Lead, coach, and mentor a team of business service representatives to deliver high-quality services to WorkLink's employers and job seekers. Convene and coordinate business service team meetings quarterly, recording meeting minutes and posting within one week.

Program Development & Integration: Develop and implement strategies to integrate business services across various business service programs. Ensure alignment of workforce development initiatives with the needs of local industries and employers.

Employer Engagement: As appropriate, act (or appoint appropriate business team members) as a liaison to local businesses, industry associations, and chambers of commerce, and facilitate employer outreach to assess workforce needs and connect them with relevant workforce system services, training programs, and resources.

Partnership Building: Collaborate with local and state agencies, educational institutions, training providers, and community organizations to design and promote programs that meet the needs of employers and job seekers.

Data Analysis & Reporting: Utilize labor market information and performance metrics to identify industry trends, workforce gaps, and program effectiveness. Provide regular updates to leadership and the SC Works Operations Committee (five times per year) on business service team activities and outcomes.

Compliance & Reporting: Ensure compliance with SC Works Certification Employer Standards guidelines. Prepare and submit required reports and implement the changes needed in the business team.

Outreach & Communication: Develop and implement communication strategies to increase awareness of workforce services and programs available to WorkLink employers. Represent business service programs or coordinate Integrated Business Service Team representation at community events, job fairs, and regional events as appropriate.

Self-Sufficiency Definition

WorkLink's self-sufficiency guidelines are 150% of Lower Living Standard Income Level for **Adults** and 85% of dislocated wage for **Dislocated Workers**. **Youth** must meet low-income definition.

The **Lower Living Standard Income Level (LLSIL)** is used to determine eligibility for certain programs under the Workforce Innovation and Opportunity Act (WIOA). It reflects the cost of living increases for different regions and major metro areas by calculating the percentage change in the Consumer Price Index for All Urban Consumers (CPI-U).

For South Carolina, the LLSIL varies depending on the family size and the specific area within the state. These guidelines help in assessing income eligibility for WIOA programs, ensuring that assistance is provided to those who need it most. (Note: Anderson and Pickens counties are metro and Oconee county is a non-metro area).

The **Self-Sufficiency Standard** for Anderson County, SC, varies based on family composition. Here are some examples:

- **Single Adult:** Approximately \$20.00 per hour.
- **Single Adult with One Child:** Approximately \$33.47 per hour.
- **Two Adults (Both Working) with Two Children:** Approximately \$23.51 per hour per adult.

The **Self-Sufficiency Standard** for Oconee County, SC, varies based on family composition. Here are some examples:

- **Single Adult:** Approximately \$18.44 per hour.
- **Single Adult with One Child:** Approximately \$31.83 per hour.
- **Two Adults (Both Working) with Two Children:** Approximately \$21.91 per hour per adult.

The **Self-Sufficiency Standard** for Pickens County, SC, varies based on family composition. Here are some examples:

- **Single Adult:** Approximately \$20.00 per hour.
- **Single Adult with One Child:** Approximately \$33.47 per hour.
- **Two Adults (Both Working) with Two Children:** Approximately \$23.51 per hour per adult.

All cost estimates listed above account for essential expenses such as housing, childcare, food, health care, transportation, and taxes.

Sources:

[Living Wage Calculator - Living Wage Calculation for Anderson County, South Carolina](#)

[Living Wage Calculator - Living Wage Calculation for Oconee County, South Carolina](#)

[Living Wage Calculator - Living Wage Calculation for Pickens County, South Carolina](#)

[The Self-Sufficiency Standard for South Carolina 2024](#)

From the PY24 WIOA Operator Services Agreement Statement of Work:

7.3.8 OJT Contract Standards

WorkLink has set forth minimum criteria for delivering On-the-Job Training:

- The Grantee shall strive for higher paying, self-sufficient jobs in the WorkLink area, and should write OJT contracts for positions where the participant will earn at least **\$12.47/hour** by the end of the contract period. The target hourly wage may change at the Board's discretion.
- The Grantee shall not place individuals in OJT contracts for which the participant has all the skills necessary to perform the duties of the job.
- If applicable, OJT placements must be directly related to WIOA-funded classroom training.
- Length of training should be kept to no more than 480 hours. WorkLink has issued guidance based on the complexity of the job to be learned (jobs must fall in the Specific Vocational Preparation (SVP) levels of 4.0-6.0). All OJTs must be full-time status.

Poll of the regions in the State:

<u>Summary</u>	
\$12.47	WorkLink
N/A	Lowcountry
\$15.00	Lower Savannah
\$15.00	Trident
\$12.50	Catawba
No response	Greenville
No response	Upstate
N/A	Upper Savannah
\$17.92	Pee Dee
based on employer	Waccamaw
\$12.00	Santee Lynches
N/A	Midlands

WorkLink see the OjTraining spreadsheet wages over the past three years

Suggestion: an increase to \$14.00.

Provider	Program O*NET	Worksite Hourly Wage
Advanced Prosthetics of Easley	43601300-Medical Secretaries and Administrative Assistants	\$17.00
AnMed Main Campus	31909700-Phlebotomists	\$16.06
BASF Corporation	51919900-Production Workers, All Other	\$18.50
Central Textiles Inc.	51606300-Textile Knitting and Weaving Machine Setters, Operators, and Tenders	\$14.00
Daedalus Industrial	51202200-Electrical and Electronic Equipment Assemblers	\$16.00
Daedalus Industrial	43507100-Shipping, Receiving, and Inventory Clerks	\$20.00
Imperial Die Casting Company	51407200-Molding, Coremaking, and Casting Machine Setters, Operators, and Tenders, Metal and Plastic	\$15.50
Imperial Die Casting Company	51403300-Grinding, Lapping, Polishing, and Buffing Machine Tool Setters, Operators, and Tenders, Metal and Plastic	\$13.50
Norris Mechanical LLC	25119400-Career/Technical Education Teachers, Postsecondary	\$18.00
Schneider Electric USA, Inc.	51202200-Electrical and Electronic Equipment Assemblers	\$20.00

WorkLink

INSTRUCTION LETTER NO.: PY' 23-04 (replace WorkLink Instruction Letter NO.: PY' 22-05 Updated Federal Income Guidelines)

SUBJECT: Updated Federal Income Guidelines

ISSUANCE

DATE: May 31, 2024

EFFECTIVE

DATE: April 16, 2024

PURPOSE: To transmit updates to federal income guidelines used in establishing eligibility for Workforce Innovation and Opportunity Act (WIOA) participation and/or specific WIOA services.

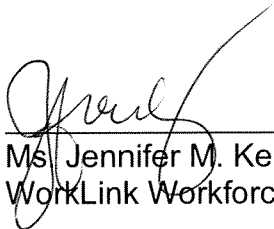
REFERENCES:

- Workforce Innovation and Opportunity Act, Pub. L. No. 113-128, § 3 (36)
- WIOA 224 Lower Living Standard Income Level, 89 Fed. Reg. 26935 (April 16, 2024)
- Annual Update of the US Department of Health and Human Services Poverty Guidelines, 89 Fed. Reg. 2961, 2962 (Jan. 17, 2024)

BACKGROUND: Annually, the US Department of Labor (DOL) determines the Lower Living Standard Income Level (LLSIL). Likewise, the US Department of Health and Human Services (HHS) updates the poverty guidelines. The LLSIL and poverty guidelines are used for several purposes in WIOA programs, including determinations of program eligibility and needs-related payments levels.

ACTION: Please copy and distribute this information appropriately with your agency. Replace WorkLink Instruction Letter No.: PY' 22-05 Updated Federal Income Guidelines with this WorkLink Instruction Letter No.: PY' 23-04 Updated Federal Income Guidelines. Effective immediately, use the attached guidelines for future eligibility determinations under WIOA.

INQUIRIES: Direct all inquiries on this Instruction Letter to the WorkLink Workforce Development Board staff, Windy Graham, WorkLink, 1376 Tiger Blvd., Suite 102, Clemson, SC 29631, telephone 864.646.1826, fax 864.646.2814 or e-mail wgraham@worklinkweb.com.



Ms. Jennifer M. Kelly, Executive Director
WorkLink Workforce Development Board

A proud partner of the  network

An Equal Opportunity Employer/Program. Auxiliary aids and services are available upon request to individuals with disabilities. For program funding details in compliance with the Stevens Amendment, please visit the Funding Opportunities page of the www.worklinkweb.com website.

1376 Tiger Blvd Suite 102 Clemson SC 29631 P. 864.646.1515 F. 864.646.2814 Relay Service Dial 711 (TTY)

SC WORKS

BRINGING EMPLOYERS
AND JOB SEEKERS TOGETHER

WORKLINK

ANDERSON·OCONEE·PICKENS

DISTRIBUTION: All WIOA Staff

ATTACHMENTS:

- A. State Instruction Letter No.: PY' 23-02 Updated Federal Income Guidelines
- B. Attachment A - WIOA Family Income Guidelines for South Carolina
- C. Attachment B - 100% Lower Living Standard Income Levels for South Carolina
- D. Attachment C - Poverty Level Guidelines for South Carolina

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For program funding details in compliance with the Stevens Amendment, please visit the Funding Opportunities page of the www.worklinkweb.com website.

1376 Tiger Blvd Suite 102 Clemson SC 29631 P. 864.646.1515 F. 864.646.2814 Relay Service Dial 711 (TTY)

P.O. Box 995
1550 Gadsden Street
Columbia, SC 29202
dew.sc.gov



Henry McMaster
Governor

William H. Floyd, III
Executive Director

STATE INSTRUCTION NUMBER 23-02

To: Local Workforce Development Board Chairs
Local Workforce Area Signatory Officials
Local Workforce Area Administrators

Subject: Updated Federal Income Guidelines

Issuance Date: May 31, 2024

Effective Date: April 16, 2024

Purpose: To transmit updates to federal income guidelines used in establishing eligibility for Workforce Innovation and Opportunity Act (WIOA) participation and/or specific WIOA services.

References:

- Workforce Innovation and Opportunity Act, Pub. L. No. 113-128, § 3(36)
- WIOA 2024 Lower Living Standard Income Level, 89 Fed. Reg. 26935 (April 16, 2024)
- Annual Update of the US Department of Health and Human Services Poverty Guidelines, 89 Fed. Reg. 2961, 2962 (Jan. 17, 2024)

Background: Annually, the US Department of Labor (DOL) determines the Lower Living Standard Income Level (LLSIL). Likewise, the US Department of Health and Human Services (HHS) updates the poverty guidelines. The LLSIL and poverty guidelines are used for several purposes in WIOA programs, including determinations of program eligibility and needs-related payment levels.

Policy:

Program Eligibility – WIOA defines the term “low income individual” using various criteria, including receipt of income that does not exceed the higher level of the poverty line or 70 percent of the LLSIL. Attachment A, *WIOA Family Income Guidelines*, incorporates the most recent updates to the DOL issued 70 percent LLSIL and the HHS issued poverty levels. These guidelines apply when using income as the determining criteria for “low income individuals.”

Self-Sufficiency – WIOA allows employed individuals to receive individualized career services without determining self-sufficiency. Training services may be made available to employed and unemployed adults and dislocated workers who are determined:

- Unlikely or unable to obtain or retain employment that leads to economic self-sufficiency or wages comparable to or higher than wages from previous employment through career services; and
- In need of training services to obtain or retain employment leading to economic self-sufficiency or wages comparable to or higher than wages from previous employment.

WIOA allows the State, as well as Local Workforce Development Boards (LWDBs), to adopt, calculate, or commission for approval an economic self-sufficiency standard that specifies the income needs of families, by family size, the number and ages of children in the family, and sub-state geographical considerations. Until such economic self-sufficiency standard(s) are determined, local workforce development areas (LWDAs) may continue to use the “self-sufficiency” criteria adopted under WIA. At a minimum, such criteria provides “that self-sufficiency means employment that pays at least 100 percent of the LLSIL” based on family size and income. Self-sufficiency for dislocated workers may be defined in relation to a percentage of the layoff wage. Attachment B, *100% Lower Living Standard Income Levels*, represents updated 100 percent LLSIL amounts by family size. These guidelines, along with LWDB criteria, should be used in determining the need for training services.

Needs-Related Payments – For adult and dislocated worker participants, WIOA allows financial assistance for the purpose of enabling individuals to participate in training. To receive needs-related payments, all participants must be unemployed, enrolled in training, and not receiving unemployment compensation or trade readjustment allowances under TAA. In addition, dislocated worker participants must be enrolled in training under WIOA by the end of the 13th week after the most recent layoff that resulted in a determination of the worker’s eligibility as a dislocated worker, or, if later, by the end of the 8th week after the worker is informed that a short-term layoff will exceed six months. For those dislocated worker participants who did not qualify for unemployment compensation or trade readjustment assistance (TRA) under TAA, the enrollment in training deadlines do not apply.

Payment levels for any WIOA participants receiving needs-related payments (adults or dislocated workers) are established by each LWDB. In determining the level of needs-related payments for dislocated workers, payments may not exceed the greater of either:

- The applicable weekly level of unemployment compensation benefits, for participants who were eligible for unemployment compensation as a result of the qualifying dislocation; or


- The poverty level for an equivalent period, for participants who did not qualify for unemployment compensation as a result of the qualifying layoff. The weekly payment level must be adjusted to reflect changes in total family income, as determined by LWDB policies.

Attachment C, *Poverty Level Guidelines*, represents HHS poverty levels for use in determining needs-related payment amounts for dislocated workers.

Action:

- You are responsible for the distribution and implementation of this policy guidance within your local workforce system.
- Replace State Instruction 22-02, *Updated Federal Income Guidelines*, with this State Instruction.
- Effective immediately, use the attached guidelines for future eligibility determinations under WIOA.

Inquiries: Questions may be directed to WorkforcePolicy@dew.sc.gov.



Nina Stagers, Assistant Executive Director
Workforce Development Division

Attachment A – WIOA Family Income Guidelines for South Carolina
Attachment B – 100% Lower Living Standard Income Levels for South Carolina
Attachment C – Poverty Level Guidelines for South Carolina

**WIOA FAMILY INCOME GUIDELINES
FOR SOUTH CAROLINA
(Federal Register April 16, 2024)**

<u>Size of Family Unit</u>	<u>Non-Metro</u>	<u>Metropolitan*</u>
1	15,060	15,060
2	20,440	20,440
3	25,820	26,622
4	31,684	32,867
5	37,390	38,791
6	43,727	45,368
7	50,064	51,945
8	56,401	58,522

For families larger than eight, add for each additional person in the family:

\$6,337 for non-metropolitan \$6,577 for metropolitan

NOTES:

*The metropolitan areas of South Carolina include the following counties: Aiken, Anderson, Berkeley, Calhoun, Charleston, Darlington, Dorchester, Edgefield, Fairfield, Florence, Greenville, Horry, Kershaw, Lexington, Laurens, Pickens, Richland, Saluda, Spartanburg, Sumter, and York.

The 70 percent Lower Living Standard Income Level (LLSIL) and the Poverty Guidelines are used under WIOA for eligibility purposes. WIOA defines the term “low income individual” as one who qualifies under various criteria, including an individual who received income for a six-month period that when annualized, does not exceed the higher of the poverty level or 70 percent of the LLSIL.

These guidelines incorporate the latest 70 percent LLSIL from the US Department of Labor and poverty levels from the US Department of Health and Human Services. The figure for a particular family size is the maximum household income the individual is permitted in order to qualify as low income under WIOA. This issuance supersedes all previously issued Family Income Guidelines.

The Family Income Guidelines are updated periodically when national guidelines change. It is important that the previous copies of the guidelines are kept and are not discarded. The older versions, for example, would be used to review income levels in effect at the time an individual originally applied for WIOA.

Use to determine an individual’s Low-Income Status for WIOA services.

Revised – April 2024

**100% LOWER LIVING STANDARD INCOME LEVELS
FOR SOUTH CAROLINA
(Federal Register April 16, 2024)**

<u>Size of Family Unit</u>	<u>Non-Metro</u>	<u>Metropolitan*</u>
1	16,308	16,911
2	26,715	27,709
3	36,667	38,031
4	45,263	46,953
5	53,415	55,415
6	62,467	64,811
7	71,519	74,207
8	80,571	83,603

For families larger than eight, add for each additional person in the family:
\$9,052 for non-metropolitan **\$9,396 for metropolitan**

NOTES

*The metropolitan areas of South Carolina include the following counties: Aiken, Anderson, Berkeley, Calhoun, Charleston, Darlington, Dorchester, Edgefield, Fairfield, Florence, Greenville, Horry, Kershaw, Lexington, Laurens, Pickens, Richland, Saluda, Spartanburg, Sumter, and York.

In WIOA, training services may be made available to employed and unemployed adults and dislocated workers who are determined:

- Unlikely or unable to obtain or retain employment that leads to economic self-sufficiency or wages comparable to or higher than wages from previous employment through career services; and
- In need of training services to obtain or retain employment leading to economic self-sufficiency or wages comparable to or higher than wages from previous employment.

WIOA allows the State, as well as Local Workforce Development Boards (LWDBs), to adopt, calculate, or commission for approval an economic self-sufficiency standard that specifies the income needs of families, by family size, the number and ages of children in the family, and sub-state geographical considerations. Until such economic self-sufficiency standard(s) are determined, Local Workforce Development Areas (LWDAs) may continue to use "self-sufficiency" criteria adopted under WIA. At a minimum, such criteria provides that self-sufficiency means employment that pays at least 100 percent of the LLSIL based on family size and income. Self-sufficiency for dislocated workers may be defined in relation to a percentage of the layoff wage. These guidelines, along with LWDB criteria, should be used in determining the need for training services.

The DOL 100 percent LLSIL is updated periodically when national guidelines change. It is important that the previous copies of the guidelines are kept and are not discarded. The older versions, for example, would be used to review income levels in effect at the time an individual originally applied for WIOA training services.

May be used to determine an individual's self-sufficiency for receipt of training services in WIOA.

Revised – April 2024

**POVERTY LEVEL GUIDELINES
FOR SOUTH CAROLINA
(Federal Register January 17, 2024)**

<u>Size of Family Unit</u>	<u>Income</u>
1	15,060
2	20,440
3	25,820
4	31,200
5	36,580
6	41,960
7	47,340
8	52,720

For families larger than eight, add **\$5,380** for each additional person in the family.

The poverty guidelines are used to determine eligibility for dislocated workers who are in need of financial assistance (Needs-Related Payments) to participate in training programs under WIOA.

Payment levels for any WIOA participants receiving needs-related payments (adults or dislocated workers) are established by each LWDB. In determining the level of needs-related payments for dislocated workers, payments may not exceed the greater of either:

- The applicable weekly level of unemployment compensation benefits, for participants who were eligible for unemployment compensation as a result of the qualifying dislocation; or
- The poverty level for an equivalent period, for participants who did not qualify for unemployment compensation as a result of the qualifying layoff. The weekly payment level must be adjusted to reflect changes in total family income, as determined by LWDB policies.

The poverty guidelines are issued each year by the US Department of Health and Human Services (HHS). It is important that the previous copies of the guidelines are kept and are not discarded. The older versions, for example, would be used to review income levels in effect at the time an individual was determined to be eligible to receive financial assistance (Needs-Related Payments) under WIOA.

Use to determine needs-related payments for dislocated workers in WIOA.

Revised – April 2024