

SC WORKS | WORKLINK

WORKFORCE DEVELOPMENT BOARD

FINANCE COMMITTEE AGENDA

Wednesday, October 21, 2026 | 3:00-4:00 p.m. | Conference Call / Microsoft Teams

Microsoft Teams: [Join the meeting](#) | Meeting ID: 272 027 241 614 132 | Passcode: ta2Ym2Hw

RECORDING NOTICE: This meeting is being recorded for the processing of minutes.

Item	Topic	Lead	Action
I.	Call to Order and Introductions	Stephanie Collins, Chair	Information
II.	Approval of August 26, 2026 Meeting Minutes	Stephanie Collins, Chair	Vote
III.	PY26 Financial KPI and In-House Budget Review	WorkLink Staff	Information
IV.	Rapid Response / Incumbent Worker Training Grants	WorkLink Staff	Information
V.	PY26 Eckerd Workforce Development Services a. Adult/DW Operator - All Sources b. Adult/DW Program - All Sources c. Youth Program - All Sources	Provider Staff	Information
VI.	Budget Modifications or Other Action Items	WorkLink / Provider Staff	Vote if needed
VII.	Other Business and 2027 Meeting Dates January 27, 2027 April 28, 2027	Stephanie Collins, Chair	Vote if needed
VIII.	Adjournment	Stephanie Collins, Chair	Vote

SUGGESTED MOTIONS

- Approve the August 26, 2026 Finance Committee meeting minutes as presented.
- Recommend approval of any specified budget or contract modification, including the exact funding stream and amount, and forward the recommendation to the Workforce Development Board.
- Adjourn the meeting.

FINANCE COMMITTEE

Member Introductions

Committee Member	Organization and Role	Perspective Represented
Stephanie Collins, SHRM-SCP <i>Chair</i>	AnMed Health <i>Human Resources Manager</i>	Stephanie represents the healthcare employer and human resources perspective. She brings experience in workforce needs, talent management, and organizational leadership to the Finance Committee.
Dr. Galen DeHay	Tri-County Technical College <i>President</i>	Galen represents higher education and workforce training. He brings experience in educational leadership, institutional effectiveness, and strategic planning to the Finance Committee.
Elizabeth McDonald	Arthrex	Elizabeth represents the manufacturing employer perspective. She brings an industry voice to the Finance Committee's financial oversight and workforce discussions.
Mike Wallace <i>Vice Chair</i>	Print It! <i>President and CEO</i>	Mike represents the small-business and employer perspective. He brings business leadership, financial oversight, and extensive WorkLink board and committee experience to the Finance Committee.
David Collins	Blue Ridge Electric Cooperative <i>Senior Vice President and CFO</i>	David represents the utility and financial management perspective. He brings executive financial leadership, budgeting experience, and an employer viewpoint to the Finance Committee.
Burriss Nelson	Anderson County Economic Development <i>Director of Economic Development</i>	Burriss represents the economic development perspective. He brings experience supporting business growth and connecting employers with regional economic and workforce resources.

Prepared for WorkLink Finance Committee use.

Connecting People. Strengthening Business. Building Communities.

Anderson • Oconee • Pickens

An Equal Opportunity Employer / Program

Auxiliary aids and services 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.

SC WORKS | WORKLINK

WORKFORCE DEVELOPMENT BOARD

FINANCE COMMITTEE MEETING MINUTES

Wednesday, August 26, 2026 | 3:00 p.m.

SC Works Clemson Comprehensive Center at East Park
1376 Tiger Boulevard, Suite 102, Clemson, South Carolina 29631

DRAFT FOR REVIEW

Attendance, quorum status, adjournment time, and any omitted action details should be confirmed before approval.

ATTENDANCE

MEMBERS PRESENT	MEMBERS ABSENT
Stephanie Collins Dr. Galen DeHay Elizabeth McDonald Mike Wallace David Collins	Burris Nelson Shonna Williams

Staff and Guests Present: Victoria Britton, Executive Director; Keith J. Keller, Jr., Fiscal and Business Services Manager; Windy Graham, WIOA Database Contract Manager; William Hunter, Area Manager; Stan Hill, Career Services Manager; and Ann Mairie Baker, Program Manager, WorkLink Youth.

I. Call to Order and Introductions

Stephanie Collins, Chair

Ms. Stephanie Collins called the meeting to order. Members and staff introduced themselves. Attendance and quorum status are to be confirmed from the official attendance record.

II. Approval of May 27, 2026 Meeting Minutes*

Stephanie Collins, Chair

The Committee considered the May 27, 2026 Finance Committee meeting minutes.

ACTION: Mr. Mike Wallace made a motion to approve the item as presented. Dr. Galen DeHay seconded the motion. The motion carried unanimously.

III. PY25 Final In-House Budget Review

Staff

Staff presented the final Program Year 2025 (PY25) financial performance and compliance results. Adult, Dislocated Worker, and Youth programs exceeded the 80 percent obligation requirement, and several special grants reached 100 percent obligation.

Priority service to disconnected youth reached 100 percent for both reported years. Most major funding streams, including Adult, Dislocated Worker, Youth, PAD, and PRG, met the 70 percent utilization requirement. The overall Participant Cost Rate was 57.87 percent, exceeding the 30 percent requirement.

Certain newer or special grants remained below target because of timing and later reporting periods and will continue to be monitored. Overall spending approached approximately 95 percent across the major funding streams reviewed.

The Committee discussed the PY25 closeout strategy. Staff recommended maintaining current Adult and Dislocated Worker charges and using available PRG funds for allowable overages. Eckerd service expenditures remained consistent, with no identified WIOA or state-board compliance concern. Staff maintained precautions for unforeseen workforce events because Dislocated Worker funding and expenditures were lower and more variable.

IV. PY26 In-House Budget Review*

Staff

Staff presented the proposed Program Year 2026 (PY26) in-house budget. Total projected revenue is approximately \$2.35 million, including approximately \$1.84 million in PY26 allocations and \$513,000 in PY25 carryover.

Major commitments are primarily for contracted services with Eckerd, including Adult, Dislocated Worker, Operator, On-the-Job Training, and Youth services. Special grant obligations include \$49,900 for KP Components and \$50,000 for the High Performance Board Award. After pass-through obligations, approximately \$780,338 remains for in-house administrative, operational, and program costs.

Staff highlighted increased Youth funding. The PY26 Youth allocation is nearly \$800,000, with approximately \$115,000 in carryover. The proposed budget supports service continuity, provider obligations, internal operations, and special grant activity. Staff will continue to monitor expenditures, carryover, and grant activity.

ACTION: Mr. David Collins made a motion to approve the item. Dr. Galen DeHay seconded the motion. The motion carried unanimously.

V. Rapid Response / Incumbent Worker Training Grants

Staff

Staff reviewed the KP Components Incumbent Worker Training Grant, which ended July 31, 2026, and included \$49,900 in pass-through obligations.

Utilization was lower than anticipated because KP Components did not use all requested funding. As business activity improved, the employer no longer required the full amount of training originally planned. Staff reviewed the closeout status and remaining balance for appropriate disposition.

VI. PY25 Final and PY26 Eckerd Workforce Development Services

Staff

Staff reviewed final PY25 expenditures and the initial July PY26 invoices for Adult, Dislocated Worker, Youth, and Operator services.

For July PY26 operations, the Dislocated Worker Operator expenditure rate was 7.9 percent and began generally in line with expectations. Program activity for Adult and Dislocated Worker invoices 1055 and 1056 was lower because High Performance Board Award funding was used first. Staff expects program invoicing to increase beginning in August.

The July Youth invoice reflected a 5.6 percent expenditure rate compared with an 8.3 percent target. Staff expects increased activity in August, September, and October as students enroll in classes and related services increase.

Final PY25 Youth expenditures reached approximately 97.9 percent utilization. Staff described the Youth program as highly successful and noted that the program recently hired a new staff member and is in a transition period.

VII. New Personnel

Staff

Keith J. Keller, Jr. was recognized in the role of Fiscal and Business Services Manager.

VIII. Other Business / Adjournment

Stephanie Collins, Chair

Upcoming meetings were announced. The next WorkLink Workforce Development Board meeting is scheduled for September 9, 2026, at 1:00 p.m. at the WorkLink Clemson Comprehensive Center, with lunch at noon. The next Finance Committee meeting is scheduled for October 21, 2026, at 3:00 p.m. by conference call.

There being no further business, the meeting was adjourned. The official adjournment time should be confirmed and inserted.

UPCOMING MEETINGS

WorkLink WDB Meeting: September 9, 2026, at 1:00 p.m. | Lunch at noon

WorkLink Clemson Comprehensive Center

Finance Committee Meeting: October 21, 2026, at 3:00 p.m. | Conference call

Respectfully submitted,

Windy Graham

WIOA Database Contract Manager

WorkLink Workforce Development Board

**Denotes voting item.*

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WorkLink Financial KPIs

Obligations, Fund Utilization Rate (FUR), Participant Cost Rate, Youth Work-Based Learning, & Youth Funding Priorities

September-26

Metric	Description	Required %	WIOA Adult	WIOA DW	WIOA Youth	25HP01 11/30/2026	25PSG01 12/31/2026	25RRWT05 07/31/2026	25RRWT06 06/30/2026		
WIOA Regulations											
Obligation Rate	At least 80% of Program Funds Obligated by June 30 each year (or the deadline established by the special grant)	80%	96.81%	98.73%	97.27%	34.00%	65.00%	79.16%	45.27%	100.00%	75.00%
Youth Work-Based Learning Rate (25Y)	At least 20% of expenditures must be for Work-Based Learning Opportunities	20%			16.60%						
Youth Work-Based Learning Rate (26Y)	At least 20% of expenditures must be for Work-Based Learning Opportunities	20%			20.10%						
Priority Service to Disconnected Youth (25Y)	At least 75% of expenditures must be for youth who are not attending any school	75%			100.00%						
Priority Service to Disconnected Youth (26Y)	At least 75% of expenditures must be for youth who are not attending any school	75%			100.00%						
State Workforce Development Board											
Fund Utilization Rate	At least 70% of Program and Admin Funds must be expended by June 30 (or deadline established by special grant)	25%	16.13%	15.86%	20.00%	34.00%	41.03%	100.00%	4.00%	34.00%	0.00%
	With MOU Reimbursements	70%	14.78%	14.53%							
Participant Cost Rate	At least 30% of adult and dislocated worker funds expended must be spent for direct participant costs and staff working directly with participants.	30%	48.20%								

Report Date: PY2025 YTD 6/30/2026; updated 7/28/2026

Fund Utilization Rate	YE Goal	Target Range	Target
	70%	70.0%	80.0%
	100%	100.0%	

Below the required % for the reporting period

The PAD grant has a 8/1/2024 through 7/31/2025 reporting period.
The 24RRWT01 (EuGen Wexler) grant has a 10/1/2024 through 9/30/2025 reporting period.
The PRG01 grant has a 7/1/2025 through 6/30/2026 reporting period.
The 25RRWT05 (KP Components) grant has a 9/1/2025 through 7/31/2026 reporting period.
The 25RRWT06 (Vanguard Metals) grant has a 9/1/2025 through 6/30/2026 reporting period.

10/15/2026

Revenue	Program Adult	Admin Adult	Program DW	Admin DW	Program Youth	Admin Youth	25RRWT05	25HPI01	25PSG01	TOTAL BUDGET	YTD EXPENDED	% Expended
PV26 Allocation	625,504	69,500	263,785	29,308	767,969	85,329				1,841,395		
PV26 Transfer	125,000		(125,000)							-		
PV25 Transfer (Carryover)	42,182		(42,182)							-		
PV25 Carryover (25A, 25D, 25V)	111,231	-	105,625	-	117,952	7,122	50,176	66,482	54,385	512,973		
	903,917	69,500	202,228	29,308	885,921	92,451	50,176	66,482	54,385	2,354,368	287,207	12.2%
Service Providers												
Eckerd - Adult/DW Services Program	409,901		60,228							470,129	59,982	12.8%
Eckerd - Adult/DW Operator/OJT	78,000		22,000							100,000	19,069	19.1%
Eckerd - Youth					384,300					384,300	76,757	20.0%
25RRWT05 - KP Components							49,900			49,900	-	0.0%
25HP295E01 - High Performance								50,000		50,000	6,105	12.2%
Estimated available to give Eckerd	208,115		24,315		287,271					519,701	-	0.0%
Undesignated Funds										-	-	0.0%
Total Pass-Through Contracts	696,016	-	106,543	-	671,571	-	49,900	50,000	-	1,574,030	161,913	10.3%
Total Revenue after Obligations	207,901	69,500	95,685	29,308	214,350	92,451	276	16,482	54,385	780,338		
In-House Expenses												
Salaries, Fringe, Indirect	101,694	43,308	26,796	25,356	87,672	56,600		6,117		347,543	85,572	24.6%
Travel	1,771	170	801	72	2,117	209		3,180		8,320	7,130	85.7%
SCW Centers Facility Costs	15,000	2,000	9,000	2,000	30,000	2,000				60,000	16,262	27.1%
Outside Services - Security								3,120	48,750	51,870	12,176	23.5%
Communications - Computer Software									820	820	-	0.0%
Supplies	4,041	680		305		815		1,200		3,000	-	0.0%
Insurance			1,816		4,843					10,700	-	0.0%
Postage		151		68		181		585		985	2,753	25.7%
Printing		836		376		1,002				2,214	233	35.4%
Website Hosting & FB, CC & Adobe	1,481	142	669	60	1,770	175		2,280		6,577	747	11.4%
Memberships, Dues, & Prof Fees	374	36	169	15	447	44				1,085	-	0.0%
Training										-	-	0.0%
Outreach									4,815	4,815	-	0.0%
Meeting Expense		453		204		543				1,200	73	6.1%
	124,360	47,777	39,251	28,456	126,849	61,569	-	16,482	54,385	499,129	125,294	25.1%
Balance	83,541	21,724	56,434	852	87,501	30,882	276	-	-	281,209		0.0%

Rapid Response / Incumbent Worker Training (RR/IWT)

Grant	Employer	Award	Expended / Known Costs	Balance	Status
25RRIWT05	KP Components, Inc.	\$52,395.00	\$21,719.24	\$30,675.76	Final FSR/closed out
25RRIWT06	Vanguard-related grant	\$52,500.00	\$23,765.60	\$28,734.40	Final FSR / closed out

*For 25RRIWT05, the records identify two invoices totaling \$7,250 that were accrued for July reporting (\$5,250 and \$2,000), plus an additional **\$12,250 SC MEP invoice** that was paid in August. The \$12,250 invoice was described as having been incurred in late July and received in August. [\[RE: 25RRIW...ce History | Outlook\]](#)

25RRIWT05 – KP Components

- The grant ended **July 31, 2026**
- WorkLink closed the related activities in SCWOS and obtained the employer final report.
- A late-received **\$12,250 SC MEP invoice** required reconciliation during the grant closeout process.
- WorkLink submitted the **25RRIWT05 closeout packet** to DEW on September 24, and [Caitlin Brazell](#) confirmed receipt.

25RRIWT06 – Vanguard-related grant

- **Grant period:** September 1, 2025 through June 30, 2026.
- **Authorized:** \$52,500.00
- **Final expenditures:** \$23,765.60
- **Unobligated balance:** \$28,734.40
- **Expenditure rate:** 45.27%
- The expenditure detail consists of **\$22,000 occupational classroom training**, **\$1,252.33 salaries/fringe**, and **\$513.27 indirect cost**.

- The FSR is marked **Final Report** and reports no unliquidated obligations. **Suggested Finance Committee Narrative**

Rapid Response Grants: WorkLink has been completing closeout activities for two Rapid Response/IWT grants. Grant 25RRIWT05 for KP Components has been submitted to DEW for closeout following reconciliation of grant expenses, including a \$12,250 SC MEP invoice incurred in July but received in August. Grant 25RRIWT06 had \$52,500 available, with final expenditures of \$23,765.60, or 45.27%, leaving \$28,734.40 unobligated at closeout. No unliquidated obligations were reported on the final 25RRIWT06 FSR.

Developing Rapid Response Initiatives:

- Claron Technologies – an Electrolux supplier has verified they reduced their workforce by 40 employees. We are working with one of our contacts who is working on a Rapid Response application, and have made Shanelle Holmes, DEW's Business and Economic Development Coordinator, aware.

	ECKERD YOUTH ALTERNATIVES, INC.					
	100 N. Starcrest Drive, Clearwater, FL 33765					
	INVOICE					
Worklink Development Board	Contract Number:					
1376 Tiger Blvd.	Invoice Number:		1532-03			
Clemson, SC 29631	Invoice Month:		September 2026			
Attn: Victoria Britton	Period Covered:		December 1, 2025 - October 31, 2026			
email: vbritton@worklinkweb.com	Total Amount Due:		\$ 4,125			
Eckerd Goal:			SEPTEMBER			
			25.0%			100.0%
Line Item	Budget	1532-02	Cumulative Cost YTD	Remaining Balance	Percent Spent YTD	
0	\$ -	\$ -	-	\$ -	0.0%	
0	\$ -	\$ -	-	\$ -	0.0%	
0	\$ -	\$ -	-	\$ -	0.0%	
	\$ -	\$ -	-	\$ -	0.0%	
	\$ -	\$ -	-	\$ -	0.0%	
Staff Salary Total	\$ -	\$ -	-	\$ -	#DIV/0!	
Fringe Benefit Total	51xx	\$ -	-	\$ -	#DIV/0!	
TOTAL STAFF COSTS		\$ -	-	\$ -	#DIV/0!	
Operating Costs:						
1.1 Facility, Utilities	6185	\$ -	\$ -	\$ -	0.0%	
1.2 Staff Expendable Supplies & Materials	6000	\$ -	\$ -	\$ -	0.0%	
1.3 Program Outreach Expenses (Brochures, Flyers, etc.)	6735	\$ -	\$ -	\$ -	0.0%	
1.4 Copy & Print Expenses	6730	\$ -	\$ -	\$ -	0.0%	
1.5 Communications (Phone, Fax, Internet, etc.)	6270	\$ -	\$ -	\$ -	0.0%	
1.6 Staff Travel	6105, 6115, 6120, 6125, 6130	\$ -	\$ -	\$ -	0.0%	
1.7 Staff Training/Technical Services Costs	5105	\$ 2,000.00	\$ -	\$ 2,000.00	0.0%	
1.8 Staff Training/Technical Services Costs	5110	\$ 8,000.00	\$ 3,110.17	\$ 4,900.17	61.3%	
1.9 Non-Expendable Equipment Purchases	6095	\$ -	\$ -	\$ -	0.0%	
1.10 Postage (Stamps, FedEx, etc)	6005	\$ -	\$ -	\$ -	0.0%	
1.11 Staff Background Checks	5100	\$ -	\$ -	\$ -	0.0%	
TOTAL OPERATING COSTS		\$ 10,000.00	\$ 3,110.17	\$ 4,900.17	\$ 5,099.83	49.0%
Training Costs:						
2.3 WI Customer Credential Exam Fees (CAN, GED, TABE, Workkeys)	6525	\$ -	\$ -	\$ -	0.0%	
2.6 Individual Training Account/Voucher Cost	6530	\$ 27,972.50	\$ 79.00	\$ 79.00	\$ 27,893.50	0.3%
Client On the Job Training	6515	\$ -	\$ -	\$ -	\$ -	0.0%
TOTAL TRAINING COSTS		\$ 27,972.50	\$ 79.00	\$ 79.00	\$ 27,893.50	0.3%
Supportive Services Costs :						
3.11 WI Customer Transportation Costs	6485	\$ 5,000.00	\$ -	\$ -	\$ 5,000.00	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%
3.15 Client Allowances	6590	\$ 5,000.00	\$ 520.00	\$ 520.00	\$ 4,480.00	10.4%
TOTAL SUPPORTIVE SERVICES COSTS		\$ 10,000.00	\$ 520.00	\$ 520.00	\$ 9,480.00	0.10
Training/Professional Fees/Profit:						
4.2 General Liability Insurance	6305	\$ 625.00	\$ -	\$ -	\$ 625.00	0.0%
TOTAL FEES / PROFIT COSTS		\$ 625.00	\$ -	\$ -	\$ 625.00	0.0%
4.1 INDIRECT COST:	13.20%	\$ 1,402.50	\$ 415.48	\$ 605.22	\$ 797.28	43.2%
Contract Total		\$ 50,000.00	\$ 4,124.65	\$ 6,104.39	\$ 43,895.61	12.2%

		ECKERD YOUTH ALTERNATIVES, INC.				
		100 N. Starcrest Drive, Clearwater, FL 33765				
		INVOICE				
Worklink Development Board	Contract Number:					
1376 Tiger Blvd.	Invoice Number:	1092-03				
Clemson, SC 29631	Invoice Month:	September 2026				
Attn: Victoria Britton	Period Covered:	July 1, 2026 - June 30, 2027				
email: vbritton@worklinkweb.com	Total Amount Due:	\$ 5,974				
Eckerd Goal:			SEPTEMBER			
			25.0%			100.0%
Line Item		Budget	1092-3	Cumulative Cost YTD	Remaining Balance	Percent Spent YTD
		\$ -	\$ -	-	\$ -	0.0%
		\$ 5,071.35	\$ 531.63	1,379.33	\$ 3,692.02	27.2%
		\$ 42,250.00	\$ 3,520.83	10,562.50	\$ 31,687.50	25.0%
		\$ -	\$ -	-	\$ -	0.0%
		\$ -	\$ -	-	\$ -	0.0%
Staff Salary Total		\$ 47,321.35	\$ 4,052.46	11,941.83	\$ 35,379.52	25.2%
Fringe Benefit Total	51xx	\$ 14,729.41	\$ 1,239.96	3,678.74	\$ 11,050.67	25.0%
TOTAL STAFF COSTS		\$ 62,050.76	\$ 5,292.42	15,620.57	\$ 46,430.19	25.2%
Operating Costs:						
1.1 Facility, Utilities	6185	\$ -	\$ -	-	\$ -	0.0%
1.2 Staff Expendable Supplies & Materials	6000	\$ 2,059.55	\$ -	-	\$ 2,059.55	0.0%
1.3 Program Outreach Expenses (Brochures, Flyers, etc.)	6735	\$ 1,500.00	\$ -	-	\$ 1,500.00	0.0%
1.4 Copy & Print Expenses	6730	\$ 1,800.00	\$ -	-	\$ 1,800.00	0.0%
1.5 Communications (Phone, Fax, Internet, etc.)	6270	\$ 163.80	\$ 17.49	52.47	\$ 111.33	32.0%
1.6 Staff Travel	6105, 6120, 6125	\$ 1,500.00	\$ -	31.66	\$ 1,468.34	2.1%
1.7 Staff Training/Technical Services Costs	5110	\$ -	\$ -	-	\$ -	0.0%
1.8 Non-Expendable Equipment Purchases	6095	\$ -	\$ -	-	\$ -	0.0%
1.9 Postage (Stamps, FedEx, etc)	6005	\$ 175.00	\$ -	-	\$ 175.00	0.0%
1.10 Staff Background Checks	5100	\$ 19.50	\$ -	-	\$ 19.50	0.0%
TOTAL OPERATING COSTS		\$ 7,217.85	\$ 17.49	84.13	\$ 7,133.72	1.2%
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	\$ -	\$ -	-	\$ -	0.0%
TOTAL TRAINING COSTS		\$ -	\$ -	\$ -	\$ -	0.0%
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	\$ 1,255.80	\$ 91.53	274.59	\$ 981.21	21.9%
TOTAL FEES / PROFIT COSTS		\$ 1,255.80	\$ 91.53	274.59	\$ 981.21	21.9%
4.1 INDIRECT COST:	10.60%	\$ 7,475.59	\$ 572.55	1,693.80	\$ 5,781.78	22.7%
Contract Total		\$ 78,000.00	\$ 5,973.99	17,673.09	\$ 60,326.91	22.7%

		ECKERD YOUTH ALTERNATIVES, INC.				
		100 N. Starcrest Drive, Clearwater, FL 33765				
		INVOICE				
Worklink Development Board	Contract Number:					
1376 Tiger Blvd.	Invoice Number:	1223-03				
Clemson, SC 29631	Invoice Month:	September 2026				
Attn: Victoria Britton	Period Covered:	July 1, 2026 - June 30, 2027				
email: vbritton@worklinkweb.com	Total Amount Due:	\$ 1,675				
Eckerd Goal:			SEPTEMBER 25.0%			100.0%
Line Item		Budget	1223-03	Cumulative Cost YTD	Remaining Balance	Percent Spent YTD
		-	-	-	-	0.0%
		1,413.06	43.74	181.62	1,231.44	12.9%
		13,023.68	1,083.34	3,250.02	9,773.66	25.0%
		-	-	-	-	0.0%
		-	-	-	-	0.0%
Staff Salary Total		14,436.75	1,127.08	3,431.64	11,005.11	23.8%
Fringe Benefit Total		51xx	4,511.44	358.64	1,085.54	24.1%
TOTAL STAFF COSTS		18,948.19	1,485.72	4,517.18	14,431.01	23.8%
Operating Costs:						
1.1 Facility, Utilities	6185	-	-	-	-	0.0%
1.2 Staff Expendable Supplies & Materials	6000	-	-	-	-	0.0%
1.3 Program Outreach Expenses (Brochures,	6735	-	-	-	-	0.0%
1.4 Copy & Print Expenses	6730	247.71	-	-	247.71	0.0%
1.5 Communications (Phone, Fax, Internet, e	6270	50.40	3.09	9.27	41.13	18.4%
1.6 Staff Travel	6105, 6120, 6125	225.00	-	5.58	219.42	2.5%
1.7 Staff Training/Technical Services Costs	5110	-	-	-	-	0.0%
1.8 Non-Expendable Equipment Purchases	6095	-	-	-	-	0.0%
1.9 Postage (Stamps, FedEx, etc)	6005	60.00	-	-	60.00	0.0%
1.10 Staff Background Checks	5100	6.00	-	-	6.00	0.0%
TOTAL OPERATING COSTS		589.11	3.09	14.85	574.26	2.5%
Training Costs:						
Client On the Job Training	6515	-	-	-	-	0.0%
2.3 WI Customer Credential Exam Fees (CAI	6525	-	-	-	-	0.0%
2.6 Individual Training Account/Voucher Cos	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	354.20	25.82	77.46	276.74	21.9%
TOTAL FEES / PROFIT COSTS		354.20	25.82	77.46	276.74	21.9%
4.1 INDIRECT COST:		10.60%	2,108.50	160.55	488.61	23.2%
CONTRACT TOTAL:		22,000.00	1,675.18	5,098.10	16,901.90	23.2%



ECKERD YOUTH ALTERNATIVES, INC.

100 N. Starcrest Drive, Clearwater, FL 33765

INVOICE

Worklink Development Board
1376 Tiger Blvd.
Clemson, SC 29631
Attn: Victoria Britton
email: vbritton@worklinkweb.com

Contract Number:
Invoice Number: 1055-03
Invoice Month: September 2026
Period Covered: July 1, 2026 - June 30, 2027
Total Amount Due: \$ **17,606**

Eckerd Goal:

SEPTEMBER

25.0%

100.0%

Line Item	Budget	1055-3	Cumulative Cost YTD	Remaining Balance	Percent Spent YTD
	\$ -	\$ -	-	\$ -	0.0%
	\$ -	\$ -	103.76	\$ (103.76)	0.0%
	\$ 4,987	\$ 456	1,195.76	\$ 3,791.06	24.0%
	\$ 4,550	\$ 386	1,156.98	\$ 3,393.02	25.4%
	\$ 8,374	\$ 642	2,103.24	\$ 6,270.48	25.1%
	\$ 38,712	\$ 3,168	9,536.00	\$ 29,175.52	24.6%
	\$ 36,776	\$ -	2,907.19	\$ 33,868.75	7.9%
	\$ 50,985	\$ 4,125	12,375.02	\$ 38,609.98	24.3%
	\$ 36,776	\$ -	-	\$ 36,775.94	0.0%
	\$ -	\$ 1,915	1,915.20	\$ (1,915.20)	0.0%
	\$ -	\$ 410	410.40	\$ (410.40)	0.0%
Staff Salary Total	\$ 181,159	\$ 11,102	31,703.55	\$ 149,455.39	17.5%
Fringe Benefit Total 51xx	\$ 74,483	\$ 3,638	11,251.08	\$ 63,232.30	15.1%
TOTAL STAFF COSTS	\$ 255,642	14,740.21	42,954.63	\$ 212,687.69	16.8%
Operating Costs:					
Facility Rent, Utilities, Maintenance, etc. 6185	\$ -	\$ -	-	\$ -	0.0%
Staff Expendable Supplies & Materials 6000	\$ 1,299	\$ -	-	\$ 1,299.28	0.0%
Software Licenses 6095	\$ -	\$ -	-	\$ -	0.0%
Staff Computers 6085	\$ 1,449	\$ -	-	\$ 1,449.00	0.0%
Technology 6090	\$ -	\$ -	-	\$ -	0.0%
Program Outreach Expenses (Brochures, Flyers, etc. 6735	\$ -	\$ -	-	\$ -	0.0%
Copy & Print Expenses 6730	\$ 800	\$ -	-	\$ 800.00	0.0%
Communications (Phone, Fax, Internet, etc.) 6270	\$ 907	\$ 70	214.16	\$ 693.04	23.6%
Staff Travel					
Local Mileage cost 6105	\$ 1,000	\$ 26	25.99	\$ 974.01	2.6%
Non-Local Per Diem/Lodging Cost 6115/6120/6125	\$ -	\$ -	-	\$ -	0.0%
Client Verifications 6516	\$ -	\$ -	-	\$ -	0.0%
Staff Training 5110	\$ -	\$ -	-	\$ -	0.0%
Staff Background Checks 5100	\$ 140	\$ 602	671.68	\$ (532.18)	481.5%
Postage (Stamps, FedEx, etc.) 6005	\$ 600	\$ -	10.95	\$ 589.05	1.8%
TOTAL OPERATING COSTS	\$ 6,195	697.38	922.78	\$ 5,272.20	14.9%
Training Costs:					
WI Customer Credential Exam Fees (C.N.A., GED, TABE 6525	\$ 8,960	\$ -	-	\$ 8,960.00	0.0%
WI Customer Individualized Training Costs					
Individual Training Account/Voucher Cost 6530	\$ 83,750	\$ -	-	\$ 83,750.00	0.0%
Client Testing Fees 6535	\$ -	\$ -	-	\$ -	0.0%
TOTAL TRAINING COSTS	\$ 92,710	\$ -	\$ -	\$ 92,710	0.0%
Supportive Services Costs :					
WI Customer Transportation Costs 6485	\$ 3,300	\$ -	-	\$ 3,300.00	0.0%
WI Customer Childcare Costs 6660	\$ -	\$ -	-	\$ -	0.0%
Training Support Materials (Uniforms, Drug Screens, Backg 6590	\$ 17,000	\$ -	-	\$ 17,000.00	0.0%
WI Customer Emergency Assistance (Rent, Car Repair, t 6596	\$ -	\$ -	-	\$ -	0.0%
TOTAL SUPPORTIVE SERVICES COSTS	\$ 20,300	-	-	\$ 20,300.00	0.0%
Training/Professional Fees/Profit:					
General Liability Insurance 6305	\$ 6,599	\$ 481	1,443.00	\$ 5,156.41	21.9%
TOTAL FEES / PROFIT COSTS	\$ 6,599	481.00	1,443.00	\$ 5,156.41	21.9%
INDIRECT COST: 10.60%	\$ 28,454	\$ 1,687	4,803.96	\$ 23,650.33	16.9%
Contract Total	\$ 409,901	17,605.96	50,124.37	\$ 359,776.63	12.2%



ECKERD YOUTH ALTERNATIVES, INC.

100 N. Starcrest Drive, Clearwater, FL 33765

INVOICE

Worklink Development Board
1376 Tiger Blvd.
Clemson, SC 29631
Attn: Victoria Britton
email: vbritton@worklinkweb.com

Contract Number:
Invoice Number: 1056-03
Invoice Month: September 2026
Period Covered: July 1, 2026 - June 30, 2027
Total Amount Due: \$ 2,165

Eckerd Goal:		SEPTEMBER 25%				100.0%
Line Item		Budget	1056-3	Cumulative	Remaining	Percent Spent
		\$ -	\$ -	\$ -	\$ -	0.0%
		\$ -	\$ -	\$ -	\$ -	0.0%
		\$ 1,659.25	\$ 125.25	\$ 343.14	\$ 1,316.11	20.7%
		\$ 1,950.00	\$ 155.73	\$ 468.03	\$ 1,481.97	24.0%
		\$ 930.41	\$ 71.29	\$ 213.88	\$ 716.53	23.0%
		\$ 4,301.28	\$ 352.00	\$ 1,024.00	\$ 3,277.28	23.8%
		\$ 4,086.22	\$ -	\$ 273.60	\$ 3,812.62	6.7%
		\$ 5,685.00	\$ 458.33	\$ 1,375.00	\$ 4,290.00	24.3%
		\$ 4,086.22	\$ -	\$ -	\$ 4,086.22	0.0%
		\$ -	\$ 212.80	\$ 212.80	\$ (212.80)	0.0%
		\$ -	\$ 45.60	\$ 45.60	\$ (45.60)	0.0%
Staff Salary Total		\$ 22,678.37	\$ 1,421.00	\$ 3,956.05	\$ 18,722.32	17.4%
Fringe Benefit Total	51xx	\$ 8,959.01	\$ 454.99	\$ 1,369.56	\$ 7,589.45	15.3%
TOTAL STAFF COSTS		\$ 31,637.39	\$ 1,875.99	\$ 5,325.61	\$ 26,311.78	16.8%
Operating Costs:						
Facility Rent, Utilities, Maintenance, etc.	6185	\$ -	\$ -	\$ -	\$ -	0.0%
Staff Expendable Supplies & Materials	6000	\$ 327.26	\$ -	\$ -	\$ 327.26	0.0%
Software Licenses	6095	\$ -	\$ -	\$ -	\$ -	0.0%
Staff Computers	6085	\$ 161.00	\$ -	\$ -	\$ 161.00	0.0%
Technology	6090	\$ -	\$ -	\$ -	\$ -	0.0%
Client Verifications	6516	\$ -	\$ -	\$ -	\$ -	0.0%
Program Outreach Expenses (Brochures, Flyers, etc.)	6735	\$ -	\$ -	\$ -	\$ -	0.0%
Copy & Print Expenses	6730	\$ 120.00	\$ -	\$ -	\$ 120.00	0.0%
Communications (Phone, Fax, Internet, etc.)	6270	\$ 100.80	\$ 7.75	\$ 25.09	\$ 75.71	24.9%
Staff Travel						
Local Mileage Cost	6105	\$ 150.00	\$ 2.89	\$ 2.89	\$ 147.11	1.9%
Non-Local Per Diem/Lodging Cost	6110/6115/6120/6125/6130	\$ -	\$ -	\$ -	\$ -	0.0%
Staff Training	5110	\$ -	\$ -	\$ -	\$ -	0.0%
Staff Background Checks	5100	\$ 13.50	\$ -	\$ -	\$ 13.50	0.0%
Postage (Stamps, FedEx, etc.)	6005	\$ 90.00	\$ -	\$ -	\$ 90.00	0.0%
TOTAL OPERATING COSTS		\$ 962.56	\$ 10.64	\$ 27.98	\$ 934.58	2.9%
Training Costs:						
WorkKeys, etc.)	6525	\$ 2,850.00	\$ -	\$ -	\$ 2,850.00	0.0%
WI Customer Individualized Training Costs						
Individual Training Account/Voucher Cost	6530	\$ 13,750.00	\$ -	\$ -	\$ 13,750.00	0.0%
Client Testing Fees	6535	\$ -	\$ -	\$ -	\$ -	0.0%
TOTAL TRAINING COSTS		\$ 16,600.00	\$ -	\$ -	\$ 16,600.00	0.0%
Supportive Services Costs :						
WI Customer Transportation Costs	6485	\$ 1,500.00	\$ -	\$ -	\$ 1,500.00	0.0%
WI Customer Childcare Costs	6660	\$ -	\$ -	\$ -	\$ -	0.0%
Training Support Materials (Uniforms, Drug Screens, Backg	6590	\$ 5,000.00	\$ -	\$ -	\$ 5,000.00	0.0%
WI Customer Emergency Assistance (Rent, Car Repair, etc	6596	\$ -	\$ -	\$ -	\$ -	0.0%
TOTAL SUPPORTIVE SERVICES COSTS		\$ 6,500.00	\$ -	\$ -	\$ 6,500.00	0.0%
Training/Professional Fees/Profit:						
General Liability Insurance	6305	\$ 969.67	\$ 70.67	\$ 212.01	\$ 757.66	21.9%
TOTAL FEES / PROFIT COSTS		\$ 969.67	\$ 70.67	\$ 212.01	\$ 757.66	21.9%
INDIRECT COST:	10.60%	\$ 3,558.38	\$ 207.47	\$ 589.95	\$ 2,968.43	16.6%
Contract Total		\$ 60,228.00	\$ 2,164.77	\$ 6,155.55	\$ 54,072.45	10.2%

	ECKERD YOUTH ALTERNATIVES, INC.					
	100 N. Starcrest Drive, Clearwater, FL 33765					
	INVOICE					
Worklink Development Board	Contract Number:					
1376 Tiger Blvd.	Invoice Number:	1058-03				
Clemson, SC 29631	Invoice Month:	September 2026				
Attn: Victoria Britton	Period Covered:	July 1, 2026 - June 30, 2027				
email: vbritton@worklinkweb.com	Total Amount Due:	\$ 29,276				
Eckerd Goal:			SEPTEMBER			
			25.0%			100.0%
Line Item	Budget	1058-3	Cumulative Cost YTD	Remaining Balance	Percent Spent YTD	
	\$ -	\$ -	\$ 49.41	\$ (49.41)	0.0%	
	\$ 4,978	\$ 456	\$ 1,290.03	\$ 3,687.71	25.9%	
	\$ 3,907	\$ 271	\$ 812.51	\$ 3,094.59	20.8%	
	\$ 9,304	\$ 891	\$ 2,317.12	\$ 6,987.01	24.9%	
	\$ 56,650	\$ 4,721	\$ 14,162.52	\$ 42,487.48	25.0%	
	\$ 45,706	\$ 3,853	\$ 11,557.93	\$ 34,148.39	25.3%	
	\$ 43,013	\$ -	\$ 266.36	\$ 42,746.44	0.6%	
	\$ 40,862	\$ 3,444	\$ 10,332.97	\$ 30,529.19	25.3%	
	\$ -	\$ 3,520	\$ 6,880.00	\$ (6,880.00)	0.0%	
	\$ -	\$ -	\$ -	\$ -	0.0%	
Staff Salary Total	\$ 204,420	\$ 17,156	\$ 47,668.85	\$ 156,751.41	23.3%	
Fringe Benefit Total	51xx \$ 55,321	\$ 4,579	\$ 13,184.84	\$ 42,136.33	23.8%	
TOTAL STAFF COSTS	\$ 259,741	21,734.46	\$ 60,853.49	\$ 198,887.74	23.4%	
Operating Costs:						
Property Rent	6185	\$ 3,600	\$ 300	\$ 300.00	\$ 3,300.00	8.3%
Communications (Phone, Fax, Internet, et	6270	\$ 1,023	\$ 77	\$ 239.25	\$ 783.87	23.4%
Network (internet)	6265	\$ 1,500	\$ 121	\$ 362.22	\$ 1,137.78	24.1%
Postage	6005	\$ 1,000	\$ 88	\$ 142.35	\$ 857.65	14.2%
Staff Travel	6105	\$ 5,000	\$ 613	\$ 1,242.37	\$ 3,757.63	24.8%
Other Travel	6115/6120	\$ 3,500	\$ -	\$ -	\$ 3,500.00	0.0%
Staff Background Checks	5100	\$ 303	\$ -	\$ 363.07	\$ (60.04)	119.8%
Staff Training	5110	\$ 1,700	\$ -	\$ -	\$ 1,700.00	0.0%
Office/Desktop Supplies and Materials	6000	\$ 2,000	\$ -	\$ -	\$ 2,000.00	0.0%
Copying	6730	\$ 1,200	\$ -	\$ -	\$ 1,200.00	0.0%
Technology	6090	\$ -	\$ -	\$ -	\$ -	0.0%
Computer and Software	6085	\$ -	\$ -	\$ -	\$ -	0.0%
Software Licenses	6095	\$ -	\$ -	\$ -	\$ -	0.0%
Participant Verifications	6516	\$ -	\$ -	\$ -	\$ -	0.0%
Participant Outreach	6735	\$ -	\$ -	\$ -	\$ -	0.0%
TOTAL OPERATING COSTS	\$ 20,826	1,199.12	\$ 2,649.26	\$ 18,176.89	12.7%	
Training Costs:						
Work Experience Stipends	6507	\$ 37,000	\$ 666	\$ 2,100.00	\$ 34,900.00	5.7%
Tuition Cost (Adult Education)	6520	\$ 11,200	\$ 1,568	\$ 1,568.00	\$ 9,632.00	14.0%
Participant Graduation Fees	6595	\$ 1,000	\$ 30	\$ 30.00	\$ 970.00	3.0%
Credential Exam Fees	6525	\$ 10,725	\$ 358	\$ 357.50	\$ 10,367.50	3.3%
Individual Training Accounts	6530	\$ -	\$ -	\$ -	\$ -	0.0%
Instructional Supplies (Books)	6590	\$ -	\$ -	\$ -	\$ -	0.0%
TOTAL TRAINING COSTS	\$ 59,925	2,621.50	\$ 4,055.50	\$ 55,869.50	6.8%	
Supportive Services Costs :						
Child Care	6660	\$ -	\$ -	\$ -	\$ -	0.0%
Transportation	6485	\$ 7,500	\$ 820	\$ 1,000.00	\$ 6,500.00	13.3%
Client Incentives	6585	\$ -	\$ -	\$ -	\$ -	0.0%
Client Training Support Materials	6545	\$ -	\$ -	\$ -	\$ -	0.0%
Client Supplies	6546	\$ -	\$ -	\$ -	\$ -	0.0%
Client Emergency Assistance & Expunger	6596	\$ -	\$ -	\$ -	\$ -	0.0%
TOTAL SUPPORTIVE SERVICES COSTS	\$ 7,500	820.00	\$ 1,000.00	\$ 6,500.00	13.3%	
Training/Professional Fees/Profit:						
General Liability Insurance	6305	\$ 6,187	\$ 451	\$ 1,352.88	\$ 4,834.35	21.9%
TOTAL FEES / PROFIT COSTS	\$ 6,187	450.96	\$ 1,352.88	\$ 4,834.35	21.9%	
4.1 INDIRECT COST:	10.60%	\$ 30,120	\$ 2,450	\$ 6,846.08	\$ 23,274.31	22.7%
Contract Total		\$ 384,300	\$ 29,276	\$ 76,757.21	\$ 307,542.79	20.0%

Potential Budget Modifications:

- We are working with the State of South Carolina to reallocate HPI funding from communications—an expense already covered through our facility costs—to expand training.
- We are also working with the State of South Carolina to extend Eckerd's HPI contract through the end of November.
- As discussed at the One-Stop Committee meeting, we are monitoring several significant closures involving Electrox and its suppliers. We may consider transferring Adult program funds to the Dislocated Worker program to address emerging needs. No transfer has been made, and we continue to monitor the situation.
- Future budget modifications could support program services if we are able to reallocate funds to address key barriers faced by the people we serve, including childcare, transportation, and digital literacy.

**PY' 26 WorkLink
Committee and Board Meeting Schedule**

Committee / Board	Meetings			
Youth Committee	August 11, 2026	October 6, 2026	January 26, 2027	April 27, 2027
Priority Populations Committee	August 11, 2026	October 13, 2026	January 26, 2027	April 27, 2027
One Stop Operations Committee	August 19, 2026	October 14, 2026	January 27, 2027	April 28, 2027
Finance Committee	August 26, 2026	October 21, 2026	January 27, 2027	April 28, 2027
Workforce Development Board	September 9, 2026 *	November 4, 2026	February 24, 2027	May 26, 2027

Meeting Information

Youth Committee: Tuesdays at 10:00 a.m. via Teams conference call.

Priority Populations Committee: 3:00 p.m. at the Clemson SC Works Center, Conference Room or via Teams conference call.

One Stop Operations Committee: 3:00 p.m. at the Clemson SC Works Center, Conference Room.

Finance Committee: 3:00 p.m. via Teams conference call.

Workforce Development Board: 1:00 p.m. at the Nieri Family Alumni and Visitors Center, 220 Madren Center Drive, Clemson, SC 29634. Lunch will be held at noon immediately preceding the meeting.

WorkLink Staff

Keith Keller, Business and Fiscal Services Manager | kkeller@worklinkweb.com

Windy Graham, WIOA Database Contract Manager | wgraham@worklinkweb.com

**Proposed dates and staff contacts as of August 20, 2026. Dates are subject to committee approval and final Board vote on September 9, 2026.*

An Equal Opportunity Employer / Program

Auxiliary aids and services 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.