

Upstate Workforce Board Youth Committee Minutes
September 7, 2016
8:30 A.M.
The YouthStop

Members Present:

Mr. Curtis Anderson, Chair
Mr. Bill Brasington
Ms. Cherie Pressley
Ms. Susan Rogers

WB Staff Present:

Mr. Brent Bishop
Ms. Kara Tanenbaum
Ms. Dana Wood

Guests:

Kathy Bell
Michelle Hawkins
Helen Merriweather

Welcome

Mr. Curtis Anderson, Chair, called the meeting to order and welcomed everyone in attendance.

ACHIEVE Financials

Mr. Brent Bishop, Chief Financial Officer of Upstate Workforce Board, reviewed the ACHIEVE program budget for July 2016. Ms. Bishop noted that indirect costs should have been put under fringe benefits line item. This will be adjusted and will reflect on the next billing statement. Since it is the first of the year, there hasn't been many expenditures. There were no additional questions or concerns.

The YouthStop Financials

Mr. Brent Bishop reviewed The YouthStop program budget for July 2016. Mr. Bishop explained that as it is the first of the year, there are not many expenses yet on the program side. He reminded the Committee that District Six does not charge indirect costs. There were no additional questions or concerns.

Youth Program Reports/Dashboards

Ms. Helen Merriweather, Director of USC Upstate ACHIEVE Program, reviewed the *Just in Time* report and July 2016 *Dashboard*, including enrollment (carryover and new), statistics and performance, work experiences/training, leadership projects and several other program highlights.

Ms. Kathy Bell, Director of The YouthStop, reviewed the progress report for July 2016 and provided an update including: students' graduation in June (and a few more in August), Work readiness training, job placements, new employees at The YouthStop and partnering with Adult Education Centers in Cherokee, Spartanburg and Union Counties..

Work Based Learning Expenditure Requirement

WIOA includes a new requirement that a minimum of 20% of local area youth program funds must be spent on work experience. Program expenditures on the work based learning elements can be more than just wages paid to youth in work experience. Allowable expenditures beyond wages can include staff time spent identifying potential work experience opportunities, staff time working with employers to develop the work experience, staff time spent working with employers to ensure a successful work experience, staff time spent evaluating the work experience, participant work experience orientation sessions, classroom training or the required academic education component directly related to the work experience, and orientations for employers. This prompted discussion among the members of the challenges in increasing the allowable spending on the experiences themselves and less on salary/staff time related to the experiences. Ms. Dana Wood shared that the Upstate WB is seeking information from the state to see how our local area compares to others in this spending category. The state currently doesn't have the ability to provide a comparison. The financial status report will soon be updated by SCDEW and will allow for accurate reporting and comparison. Mr. Bishop will start reporting this percentage at youth committee meetings. Ms. Cherie Pressley suggested an idea to plan a "Boss of the Year Banquet" for businesses and their employers that participate in the Work Based Learning program. The committee and staff were keen to the idea and it will be further explored.

Adjournment

With no further business or discussion from the floor, the meeting adjourned at 9:28 a.m.



Advancing the Future of Business and Community

**AGENDA
YOUTH COMMITTEE MEETING
YouthStop
Wednesday, September 7, 2016
8:30 a.m.**

- Welcome Mr. Curtis Anderson
- Financial Update Mr. Brent Bishop
- Youth Program Reports/Dashboards
 - USC Upstate ACHIEVE Program Ms. Helen Merriweather
 - The YouthStop Ms. Kathy Bell
- Work Experience Expenditure Requirement Ms. Dana Wood
- Other Business & Adjourn

NEXT MEETING: November 9, 2016, 8:30am at YouthStop

Mission Statement: Build and maintain a workforce development system that meets the needs of employers.

USC Upstate **ACHIEVE Program**
Progress Report PY16
 July 1, 2016--June 30, 2017



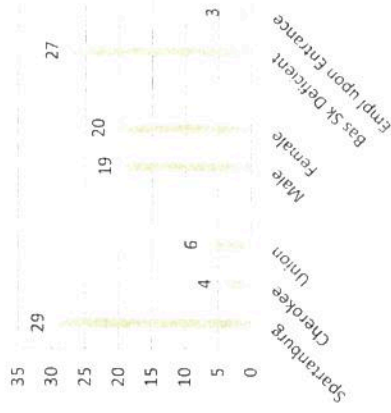
7/31/2016

	1st Quarter			2nd Quarter			3rd Quarter			4th Quarter			TOTAL
	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	
Attended Orientation (POC)	8												8
Pending Applications	5												5
Eligible WIA Applicants	1												1
Referrals to other agencies	3												3
Carryover (Prev. Yr)	24												NA
New Enrollments	2												2
New enrlmnts BSD--rdg and/or math	1												1
Total Active End of Quarter	0												NA
Total Served (New, CO)	26												NA
Exiters entering Follow-up	19												19
Of those exiting the # Employed or in	0												0
Advanced Training at Enrollment													0
Placed in Emp/College/Adv Trng	0												0
GEDs Earned	0												0
Occupational Credentials Earned	0												0
Entering as BSD in rdg and/or math	15												15
Attaining L/N in at least 1 subj	13												13
WorkKeys Earned	1												1
Résunés	5												5
Work Experiences Completed	0												0
Driver's Ed	0												0

Demographics of Total Served--39

PY16

7/1/16--08/10/16

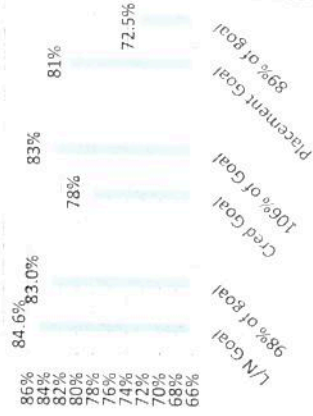


This chart includes students that cannot be counted in carryover but still being actively served--new, carryover and carryover not counted.

PY16 Budget--07/01/16

Cost Category	Budget	YTD Expense	YTD %
Staff	\$ 234,595.13		
Operating	\$ 37,051.00		
Training	\$ 73,779.39		
Support Services			
Work-Based Learning	\$ 22,310.00		
Indirect	\$ 20,004.89		
Total	\$ 387,740.41		

PY15--Final--YTD
 (July 1, 2015-- June 30, 2016)



Common Measures

Participants may have more than one credential but only one is counted per participant in outcome. All credentials are reflected here.

July 1, 2016--July 31, 2016

Participant Activities

- Participants returned from July Fourth break on July 11.
- Carla Turner, the therapist/counselor, continues to offer counseling services and workshops to the students.
- Participants visited/toured the Chapman Cultural Arts Center. While there, they saw the science center and the Spartanburg County Museum. They also took time to view the pictures on the wall from the project "Through Our Eyes" where homeless were given a camera to take pictures of their everyday life (<http://www.chapmanculturalcenter.org/pages/calendar/detail/event/c/e286/>).

- Participants have a number of activities planned for the upcoming months that will be in future JITs.

Staff Activities

- On July 8, staff attended the In-House monthly meeting of management staff to discuss Center activities and do strategic planning.
- On July 18, staff attended the Mary Black Foundation CAB committee and did planning to implement the pregnancy prevention grant.
- On July 28, SC Works held a comprehensive partner meeting in the SCC Downtown Campus gymnasium. Partners each provided literature and explanation of what service each performs. The purpose was to help each agency understand the services in order to refer and co-enroll clients to give them ample and concise opportunities to gain needed services.

Located with SC Works Spartanburg at the SCC Downtown Campus
www.uscupstate.edu/academics/achieve---(864) 764-1977 (TTY:711)

Spartanburg County History Museum Visit



PY15 Statistics and Performance

Enrollment	60/55 109%
Credentials Goal 78%	82.9% 106% of goal
Lit/Num Goal 84.5%	83% 98% of goal
1 st Qtr. Placement Goal 81%	72.5% 89% of goal

Upcoming Graduation

Upcoming graduation has been postponed from September 8 to December 13. More on this in upcoming JITs.

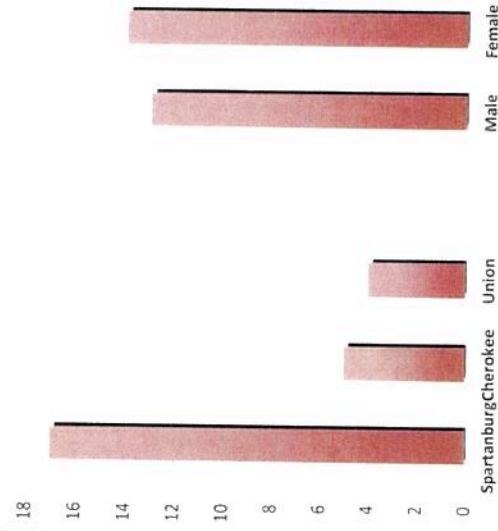


DASHBOARD

(Rolling Progress)

	1st Quarter			2nd Quarter			3rd Quarter			4th Quarter			TOTAL
	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	
# Of informational contacts	16												16
# Of applications received	0												0
# Of academically eligible	0												0
# Of eligible WIOA applicants	0												0
# Of referrals to other agencies	6												6
# Of carryovers (Prev. Yr or Mo)	26												26
# Of new enrollments	0												0
% Of Enrollment Benchmark	54%												54%
Total active end of month	26												26
# Of exiters entering follow-up	22												22
# Placed in emp/college/adv trng	n/a												n/a
# Of diploma's earned	20												20
# WorkKeys platinum earned	0												0
# WorkKeys gold earned	0												0
# WorkKeys silver earned	0												0
# WorkKeys bronze earned	0												0

The YouthStop™ Demographics



Total Served YTD 26 Carry-overs plus New Enrollments

Cost Category	Budget	YTD Expense	YTD Goal	YTD Actual	
Staff	\$ 270,599	\$ 16,103	8%	6%	86%
Operating	\$ 76,307	\$ 4,638	8%	6%	84%
Instructional Training	\$ 27,350	\$ -	8%		82%
Work Placement & Recovery	\$ 68,782	\$ -	8%		80%
Supportive Service/Incentives	\$ 10,921	\$ -	8%		78%
Total	\$ 453,959	\$ 20,741	8%	5%	76%

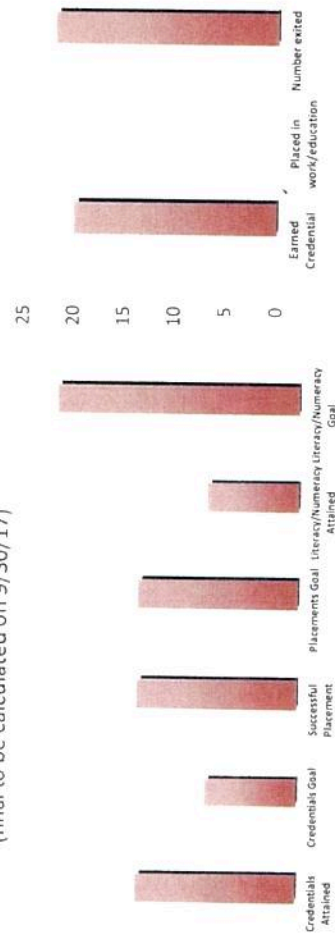
Invoices through: 7/30/2016

Please note: District No. 6 does not charge for indirect costs.

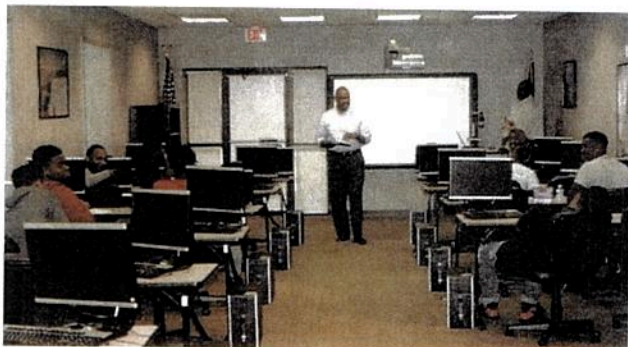
PY16 4th Quarter

(final to be calculated on 9/30/17)

YTD Outcomes for PY16



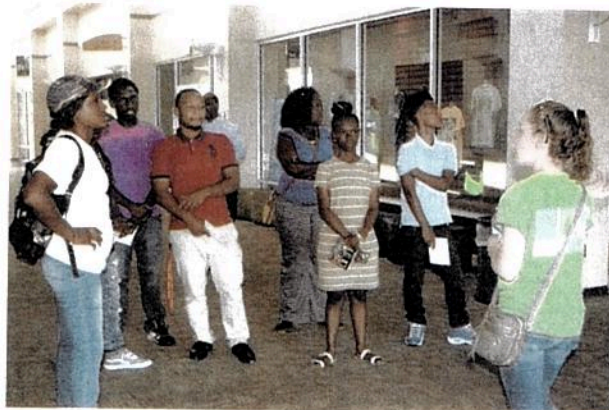
July Happenings



A series of workshops was held during July focusing on occupational and educational planning for participants. Discussions included current local labor market and salary range data, alignment of training and occupational

interests, options for stackable credentials, future job growth potential, financial aid, and student loan options. In addition, staff covered emerging occupational fields and "jobs of the future."

Field trips included tours of regional colleges such as Claflin University, Johnson C. Smith University, South Carolina State University, Spartanburg Methodist College, and University of South Carolina Upstate.



@ Work

Participants set for exit during the last quarter found unsubsidized employment throughout the region. Clients are working in the following businesses:

Adidas
Amazon
Big Lots
Carowinds
Dollar General Distribution
McDonalds
Mellow Mushroom
Spartanburg City Police
Spartanburg Housing Authority
Spartanburg Parks
and Recreation
Spartanburg Regional
Healthcare System
Spartanburg School
District No. 7
Spartanburg Steel
Subway
Wal-Mart
Wofford College

@ School

In addition to work, many clients are also enrolled in postsecondary training. The top school choices for The YouthStop™ exiters are:

Greenville Tech
Spartanburg Community College
(Spartanburg and Cherokee campuses)
Spartanburg Methodist College
USC Upstate

The YouthStop™
"Where Academic Preparation and Career Readiness Meet"

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employer/program"

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upon request to individuals with
disabilities"

Staff Development

On July 18, Michelle W. Hawkins attended a meeting focused on the development of the WIOA local plan. Hawkins will serve on the Local Area Partnerships and Investment Strategies Committee. Kathy E. Bell will serve on the Workforce and Economic Analysis Committee and the Operations and Compliance Committee.

August Happenings

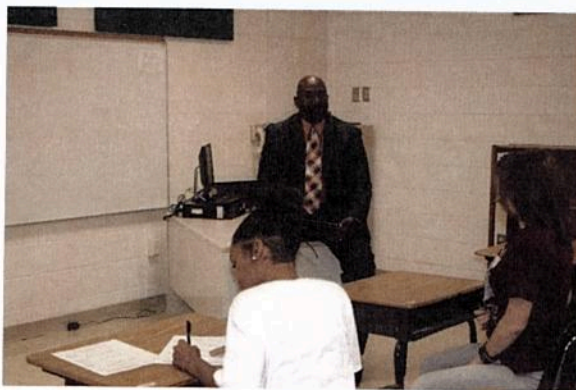
Twenty-six clients are carrying over into the 2016-2017 year. Recruitment of new clients has begun and certifications will begin in September.

Tri-county adult education offices reopened in mid-August. Many clients from The YouthStop™ re-enrolled in academic classes designed to lead to the attainment of a South Carolina high school diploma. Staff members have met with each client in academic training.

Workshops were offered during August on study skills, academic planning and goal setting.

Clients had one-on-one meetings with the career development facilitator to discuss interest and options related to potential work experiences during 2016-2017. The YouthStop™ is putting a new focus on career pathways, job shadowing, work readiness training, and paid work experience in accordance with the WIOA legislation.

Sam Etheredge, Social Worker, met with clients from The YouthStop™ to discuss goal setting and planning for success.



Client Spotlight

The first high school diploma of this program year was earned in August!

Shakerria Jeter completed the coursework for her diploma on August 31, 2016. Shakerria is interested in a career in the medical field, but is uncertain about what particular area. She is working with The YS Career Development Specialist on career exploration and a potential work experience options. Her next step will be to complete work readiness training.

Staff Development

On August 2-4, Sam Etheredge received certification in "High Quality CPR Training."

On August 23, Michelle W. Hawkins and Shannon Wilkins attended the SC Works Partners meeting in Union county. Attendees heard a presentation about The Know2 Project's Neighborhood Ambassadors program.

On August 26, The YouthStop™ staff met for a daylong planning session. Discussion included the federal workforce law, changes in work experience requirements and documentation, and new policy initiatives for incentives and supportive services.

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