



UPSTATE WORKFORCE BOARD YOUTH COMMITTEE MEETING

January 14, 2019

3:30 P.M.

SC Works Spartanburg

Members Present:

Mr. Curtis Anderson, Chair

Ms. Theresa Perry

Mr. Evander Thomas

UWB Staff Present:

Ms. Ann Angermeier

Ms. Dana Wood

Mr. Brent Bishop

Ms. Vicki Lawson

Welcome

Mr. Curtis Anderson, Chair, called the meeting to order at 3:35 p.m. and welcomed everyone.

Financial Update

Mr. Brent Bishop reviewed the ACHIEVE and YouthStop program budgets with the committee. Both programs are tracking on schedule through November 2018.

Work-based Learning (WBL)

Mr. Bishop presented the spreadsheet for both programs Work-Based Learning expenditures. Ms. Ann Angermeier expressed concern regarding the amount of staff salary versus participant pay. Ms. Theresa Perry inquired why the programs don't replace a day of classroom training for a day of paid shadowing to increase youth awareness of career opportunities. Ms. Wood confirmed that is an option and agreed to encourage youth contractors to consider that option. Ms. Perry also asked if the Work-Based Learning portion is included in the initial enrollment contract with the participants. Ms. Wood informed the committee that they do discuss all services with each participant but there is no signed commitment to participate in a Work Experience. Mr. Anderson requested the Credentialing information that was shared with the Executive Committee be shared with the Youth Committee. Ms. Dana Wood explained there were some errors in data entry by ACHIEVE that caused credentialing performance numbers to meet the goal for PY17 rather than exceed. She also informed the committee that new training options are being discussed to include options for concurrent training and more referrals to SC Works for tuition assistance.

Youth Program Reports/Dashboards

Ms. Vicki Lawson shared both programs' dashboards. YouthStop did not have a newsletter for December because they were not open most of the month (holidays and weather). Both programs are tracking well in their goals. Mr. Anderson expressed his appreciation that both programs are using the same format for their dashboards which makes it easier to compare. Mr. Evander Thomas shared his experiences as a youth program participant and the struggles he faced. This information is valuable for understanding how participants think.

Committee Direction

Ms. Dana Wood discussed the committee's focus moving forward. Topics included: meeting days of the week, time of day and attendance requirements for future meetings. Results of the survey sent to the committee were also discussed.

- Parent Forums – to determine where parental thought is concerning in-demand careers.
- Construction Career Fair – a possible collaboration with SC Works and field experts.
- Internship Assistance – how the committee can assist schools in securing internships to meet new graduation requirements.
- Ms. Ann Angermeier mentioned the IT Fair coming up with the Spartanburg Chamber and how the committee can be a part of that as well.
- Ms. Angermeier also mentioned the possibility of revitalizing the Career Awareness Task Force. Past membership for that committee included 1 guidance counselor/CDF and 1 employer from each school district.

Concern about the schools being willing to dismiss students to attend any of the events listed above was discussed as well as the time of year to hold an event. Ms. Wood stated Board staff will send the information for each of the projects to the entire committee and ask members to choose a subcommittee to participate on. Subcommittee participation will include, planning, research, identifying potential sponsorships, etc.

Committee Leadership Change

Mr. Curtis Anderson explained the time has come for a change in leadership for the Youth Committee. Mr. Anderson nominated Ms. Lisa Hannon for Committee Chair moving forward. The nomination will need to go to the full committee at the next meeting with an opportunity for nominations from the floor.

Other Business

Mr. Anderson discussed the changes surrounding the WIOA youth requirements for credentialing. Ms. Wood explained the programs are aware of the changes and have made adjustments to accommodate these changes. The credentialing will be monitored both internally by the programs and at the Board level.

Adjournment

With no further business or discussion from the floor, the meeting adjourned at 4:40 p.m.

The next meeting will be held February 13, 2019



AGENDA
YOUTH COMMITTEE MEETING
January 14, 2019
3:30 p.m.
SC Works Spartanburg

- Welcome Mr. Curtis Anderson

- Financial Update Mr. Brent Bishop

- Work-based Learning Mr. Brent Bishop

- Youth Program Reports/Dashboards Ms. Vicki Lawson
 - The YouthStop
 - USC Upstate ACHIEVE

- Committee Direction Ms. Dana Wood
 - Parent Forums
 - Construction Career Fair vs. Assisting Schools with internships

- Committee Leadership Change Mr. Curtis Anderson

- Other Business & Adjourn

Next Meeting Date: February 13, 2019

Our Mission Statement:

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

UPSTATE WORKFORCE BOARD
Youth Committee Meeting
01/14/2019
3:30 p.m.
SC Works Spartanburg

NAME	ORGANIZATION
1. Dona WOOD	Upstate WB
2. Theresa Perry	DMTC
3. Ann Cargimear	Upstate WB
4. Kiki Lawton	UWB
5. Evan R Thomas	Upstate WB
6. Curtis Anderson	Bmw
7. Brent Bishop	UWB
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ACHIEVE
Profit & Loss Budget vs. Actual
July through November 2018

ACHIEVE					
	42% of PY18	Jul - Nov 18	Budget	\$ Over Budget	% of Budget
Income					
Grants Received		320,532.00	320,532.00	0.00	100.0%
Total Income		320,532.00	320,532.00	0.00	100.0%
Expense					
Indirect Costs		7,675.29	18,550.80	-10,875.51	41.37%
Instructional Trng. & Sup. Svs.		4,321.59	30,798.97	-26,477.38	14.03%
Operating Expenses		12,765.71	29,377.26	-16,611.55	43.45%
Staff Salaries & Fringe Benefit		94,261.81	226,504.97	-132,243.16	41.62%
Work Based Learning		385.00	15,300.00	-14,915.00	2.52%
Total Expense		119,409.40	320,532.00	-201,122.60	37.25%
Net Income		201,122.60	0.00	201,122.60	100.0%

YouthStop
Profit & Loss Budget vs. Actual
July through November 2018

YouthStop					
	42% of PY18	Jul - Nov 18	Budget	\$ Over Budget	% of Budget
Income					
Grants Received		345,153.92	345,153.92	0.00	100.0%
Total Income		345,153.92	345,153.92	0.00	100.0%
Expense					
Instructional Trng. & Sup. Svs.		1,105.68	14,158.50	-13,052.82	7.81%
Operating Expenses		18,377.56	39,826.00	-21,448.44	46.15%
Staff Salaries & Fringe Benf.		100,659.92	276,169.42	-175,509.50	36.45%
Work Based Learning		2,730.00	15,000.00	-12,270.00	18.2%
Total Expense		122,873.16	345,153.92	-222,280.76	35.6%
Net Income		222,280.76	0.00	222,280.76	100.0%

DASHBOARD

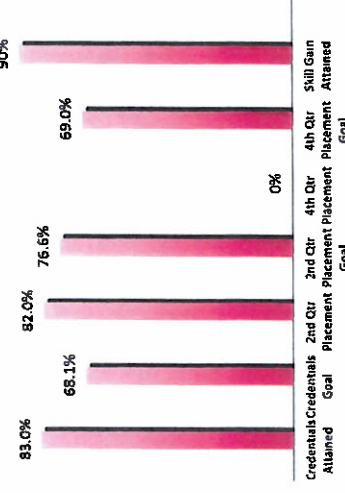
	1st Quarter			2nd Quarter			3rd Quarter			4th Quarter			TOTAL
	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	
# Of applications received	0	6	4	3	5	2							20
# Of eligible WIOA applicants	0	2	2	3	3	2							12
# Of informational contacts	0	20	25	1	32	2							80
# Of referrals	7	4	6	8	5	20							50
# Of carryovers (Prev. Yr or Mo)	24	24	26	28	31	34							34
# Of new enrollments	0	2	2	3	3	1							11
% of Enrollment Benchmark Met	45%	55%	53%	60%	65%	67%							67%
Total active in PY 18	24	26	28	31	34	35							35
# WIN Administered	0	1	1	2	1	3							8
New Work Experiences	0	2	2	1	0	0							5
Completed Work Experiences	2	0	0	0	0	1							3
Diploma or GED Earned	0	0	0	0	1	2							3
Other Qualifying Credential	0	0	0	0	0	0							0
Exiters Entering 2nd Qtr. Follow-up	0	0	0	0	0	0							0
Exiters Entering 4th Qtr. Follow-up	14	0	0	0	0	0							14

Budget Summary through 12/31/18

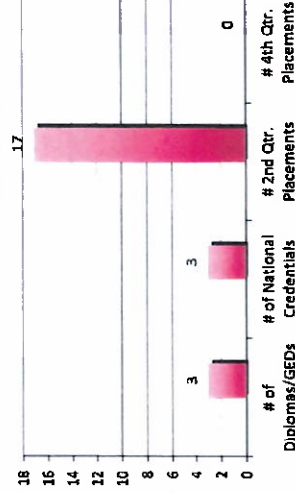
Cost Category	Budget	YTD Expense	YTD Goal	Actual
Staff and Fringes	\$ 213,563.30	\$ 90,760.21	50%	42%
Indirect Cost	\$ -			
Operating	\$ 37,926.00	\$ 21,290.53	50%	55%
Instructional Training	\$ 6,990.00	\$ 448.96	50%	6%
Work Based Learning	\$ 77,606.12	\$ 36,348.71	50%	47%
Supportive Service	\$ 7,168.50	\$ 906.72	50%	13%
Incentives	\$ 1,000.00		50%	
Total	\$ 344,254	\$ 149,755	50.00%	44%

Notes: Spartanburg School District 6 does not charge indirect cost.

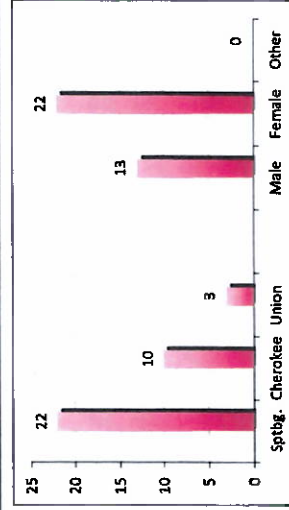
PY18 Performance



Year to Date Outcomes



Demographics





A Program of the Upstate Workforce Development Board
Serving Cherokee, Spartanburg and Union
www.upstateworkforceboard.org

Just In Time Report

Work Experiences Underway

December 1, 2018—December 31, 2018

WHAT DID THE PARTICIPANTS DO IN NOVEMBER?

- Participants have been busy developing résumés and practicing workplace skills. They are preparing for job internships and learning soft skills.
- The counselors continued group and individual counseling throughout the month. Counseling sessions are supported through community grants.

ACHIEVE STAFF ACTIVITIES

The following events have been attended and participated in for the month of December by staff:

- Attended the Forrester Center Impact Coalition meeting to learn about new grant and initiatives
- Attended the Mary Black Foundation quarterly Community Advisory Board meeting; kickoff for new grant
- Attended the SC Works Cherokee meeting

Located with SC Works Spartanburg in the SCC Downtown Campus
220 E Kennedy Street, Spartanburg, SC 29302
864-764-1977—TTY: 711

*An Equal Opportunity Employer/Program
Auxiliary aids and services available upon request to individuals with disabilities.*

Issue
J. I. T. PY 18 6

December 2018



Financially Literacy classes through Carolina Foothills Federal Credit Union will be **coming to ACHIEVE participants**. CFFCU uses an **evidence-based curriculum with a simulation**.

ACHIEVE participants plan to visit **BMW, Michelin and Haemonetics Corporation in upcoming manufacturing tours**.

Second Quarter Performance
October-December 2018

Credential

Goal-----68.1%
Actual-----78.0%

2nd Quarter Placement (College/Job/Military)

Goal-----75.1%
Actual-----81.3%

4th Quarter Placement (College/Job/Military)

Goal-----67.6%
Actual-----75.0%

Administered by

UPSTATE

www.uscupstate.edu/outreach/achieve



Chrystalline "Casper" Green completed the CellBotics training and then had the opportunity to use her skills in a work-based learning experience at Wireless Warehouse.

Bryanna Ivester has varied interests in what she wants to do. She chose Palmetto Beauty School to do a work-based learning and may attend there for license training in the future.

Below, Casper Green doing work-based learning at Wireless Warehouse.



A Program of the Upstate Workforce Board
Serving Cherokee, Spartanburg and Union
www.upstateworkforceboard.org

Progress Report PY18
July 1, 2018 - June 30, 2019

DASHBOARD

12/31/2018	1st Quarter			2nd Quarter			3rd Quarter			4th Quarter			TOTAL
	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	
# Of applications received	9	14	9	9	9	2							52
# Of eligible WOA applicants	4	9	3	6	4	6							32
# Of informational contacts	13	16	6	2	14	6							57
# Of referrals	5	5	6	1	6	3							28
# Of carryovers (Prev. Yr or Mo)	17	NA	NA	22	NA	NA							NA
# Of new enrollments	1	2	2	5	5	0							15
% of Enrollment Benchmark Met	34.0%	37.7%	40.7%	59%	59%	59%							NA
Total active in PY 18	18	20	22	27	32	32							NA
# WIN Administered	1	3	3	1	2	0							10
New Work Experiences	2	0	0	0	2	1							NA
Completed Work Experiences	1	1	0	0	0	2							4
Diploma or GED Earned	3	0	1	4	1	0							9
Other Qualifying Credential Earned	11	0	0	0	3	0							14
Exiters Entering 2nd Qtr. Follow-up	0	0	9	0	0	16							25
Exiters Entering 4th Qtr. Follow-up	0	0	10	0	0	4							14

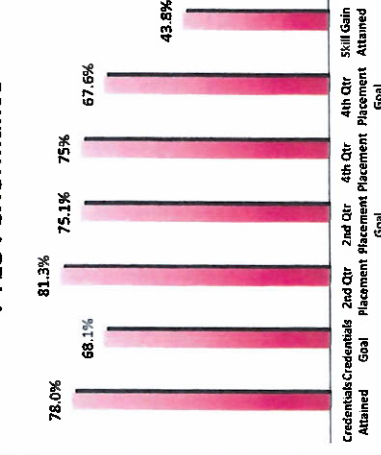
Budget Summary through 12/31/2018

Cost Category	Budget	YTD Expense	YTD Goal	Actual
Staff and Fringes	\$ 167,781.33	\$ 75,813.15	50.0%	45.2%
Indirect Cost	\$ 18,550.80	\$ 8,438.49	50.0%	45.5%
Operating	\$ 29,377.26	\$ 18,314.93	50.0%	62.3%
Instructional Training	\$ 8,700.00	\$ 4,236.50	50.0%	48.7%
Work Based Learning	\$ 74,023.64	\$ 28,171.83	50.0%	38.1%
Supportive Service	\$ 19,698.97	\$ 2,019.43	41.7%	10%
Incentives	\$ 2,400.00	\$ 550.00	50.0%	23%
		\$ 137,544.33		

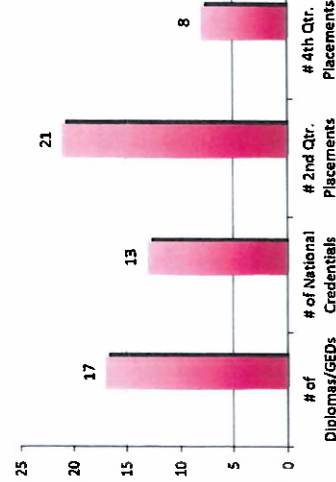
Notes:

Accruals: WBL--Cash Advance--\$4,000

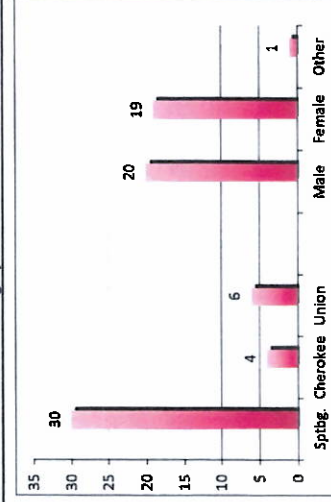
PY18 Performance



Year to Date Outcomes



Demographics--Year to Date



Top Choice by the Youth Committee Survey:

Parent forum to identify youth career choices

- ***A list of questions to use as a guide for parent forums.***
 - What do you know about manufacturing careers?
 - Do you feel you influence your child's career choice?
 - Do you think your child NEEDS a 4-year degree to be successful?
 - How do you view Career Technology Centers that serves students in high schools?
 - Have you toured the Career Technology Center in your school district?
 - Would you be satisfied if your child obtained a two-year degree in a manufacturing related field?
- ***Types of parents to target to ensure a good representation:***
 - Single moms
 - Single dads
 - Married couples
 - Income status
 - Race (white, black, Asian, Hispanic, other)
 - Etc.
- ***What age students to target?***
 - 15 year olds?
 - 16 year olds?
- ***Forum layout***
 - Minimum of one youth committee member and Upstate WB staff (per table)- serve as facilitator/ note taker
 - Provide food/snacks
 - No more than 1 hour
 - One event per school career technology region?
 - A parent or 2 from each district?
- ***Location suggestions:***
 - Library
 - RD, Swofford, Daniel Morgan, Union and or Cherokee Technology School
 - SC Works
- ***Targeted Date:***
 - Week of March 4th
- ***Potential Committee Members to assist:***

2nd Choice by the Youth Committee Survey:

Plan Construction Career Fair

BST spoke with several businesses about the concept of Construction Career Days. They explained that the event would focus on career exploration with the trades industry and also offered to add a job fair component since we would have the businesses there already. Below is the feedback. They hope to kick this off and pass it to the Construction Industry to sustain. They do not plan to fund it or replicate it, just convene the players and assist with initial event.

The questions asked to the businesses:

- 1) Are you struggling the most with recruitment or retention?
- 2) Where do you think the strongest pool of candidates will come from?
- 3) Are you partnering with k-12 partners? Would you like to by offering job shadowing and co-ops?
- 4) How do you prefer to engage with students?
- 5) What grade do you feel is the appropriate grade to target to expose students to the Construction industry?

Blythe Construction

- If have enough companies willing to support the event, they are willing to also pay for part of the cost
- Would prefer to target 11th and 12th graders
- Greatest need is road laborers

McCroy Construction

- Wants to know cost per employer to support event before committing to offer annual support
- Needs people now so would like to have an option for the middle school age and early high school but thinks seniors would better suit them for current needs

Langford Electric

- Will offer monetary support annually
- if the first event is successful
- Target 11th and 12th grade students

Carolina Heating

- Thinks it's a great way to get kids engaged and interested in "blue collar" jobs
- Would prefer to know cost per employer before committing monetary support
- Very interested in participating

Davis Services

- No response

2nd Choice by the Youth Committee Survey:

Plan Construction Career Fair Continued

- Potential Planning Committee Members:

- Additional business to target:

- What age students for event?

- Targeted date/location of event:

- Other items to consider:

2nd Choice by the Youth Committee Survey: Assisting Schools with Internships

- A list of questions to use as a guide for school staff.
- Types of business/industry to target:
- What age students targeting for placement?
- Targeted dates/length of business placement:
 - Is it more the fall? Spring? Summer? Spread equal?
 - How long do the placements last? Minimum number of hours?
- Potential Committee members to assist (to include school contacts):
- Other items to consider: