



Upstate Workforce Board Youth Committee Minutes

August 28, 2018

3:30 P.M.

YouthStop

Members Present:

Mr. Curtis Anderson, Chair
Ms. Cherie Pressley
Mr. Bill Brasington
Mr. Doug Bryson
Ms. Susan Rogers
Ms. Kathy Bell
Ms. Michelle Hawkins
Ms. Helen Merriweather

UWB Staff Present:

Ms. Ann Angermeier
Ms. Dana Wood
Mr. Brent Bishop
Ms. Simone Mack-Orr
Ms. Vicki Lawson

Welcome

Mr. Curtis Anderson, Chair, called the meeting to order at 3:30 p.m. and welcomed everyone.

Financial Update

Mr. Brent Bishop reviewed the ACHIEVE and YouthStop program budgets for the end of PY17. Work-based learning was over 20%. Reviewing the budgets for PY18, it was noted that there was a decrease in funding for this year from the state. Mr. Bill Brasington asked what the impact on the numbers served and services provided would be with the lower budget amounts. ACHIEVE reported they had to reduce hours of 2 of their staff and YouthStop had to eliminate a staff position. Both reduced participants served by about 3 individuals, but stated they would over enroll if necessary and if funds allowed.

Work-based Learning (WBL)

Mr. Bishop showed that both programs exceeded their WBL requirements for PY17. Mr. Curtis Anderson asked about the staff/fringe line item on the WBL expenditures. Ms. Dana Wood explained that is staff time preparing and implementing work-based learning activities. Ms. Cherie Pressley asked about audits of WBL tracking. Ms. Wood explained both programs were reviewed annually by the Board and also by the state.

Youth Program Reports/Dashboards

Ms. Helen Merriweather shared information from the ACHIEVE program's final dashboard and newsletter from PY17. She also shared that the ACHIEVE program will be transitioning from Mobile Meals to another initiative for their service learning component. She shared there will be a GED graduation for ACHIEVE students on September 11. She will send invitations to the committee.

Ms. Vicki Lawson shared that per the youth committee's request, the two youth programs met and restructured the dashboard template so that both programs are reporting the same information.

Ms. Kathy Bell reported the YouthStop program finished PY17 exceeding their enrollment goal. They exceeded all performance measures. YouthStop staff spent the summer in comprehensive academic planning for the PY18 year. YouthStop currently has 47 enrolled with 30-35 participants expected to graduate. Of the students District 6 provided on a list, Ms. Bell shared they have identified 6 so far that would benefit from the YouthStop program.

Ms. Cherie Pressley shared there would be new state report cards issued for South Carolina high schools in November. This report card is a baseline and will not reflect positively on the schools because of a new work-based learning element. This may be an opportunity for the board/committee to assist the schools.

Budget Modification

Ms. Dana Wood shared that with the YouthStop program moving into their new facility, there was some confusion on the security deposit required for the space. Where it was previously thought they would not be required to pay a deposit, it has been requested to be paid by the development company that owns the building. YouthStop did have carryover funds from last program year and Ms. Wood asked that \$1,500 be obligated to the YouthStop operating expense budget to cover the deposit. Additionally, there is a training coming up that would be very beneficial for a YouthStop case manager. This training is provided through the Mary Black Foundation and costs \$400. Ms. Wood requested that an additional \$400 be obligated to YouthStop so they can send a staff person. Ms. Helen Merriweather from ACHIEVE will also be attending this training, but has received a scholarship. The total modification request is for \$1,900 to be allocated to YouthStop from unobligated youth program funds. **The committee unanimously approved the modification request to add \$1,900 of unobligated funds to cover the security deposit and training expense for the YouthStop program.**

Accessibility Review

Ms. Dana Wood shared an update on the accessibility review she performed on the new YouthStop facility. She found the bathroom and parking lot were not ADA compliant. After discussions with Johnson Development, we have been told a plan will be put in place to make corrections. We are currently waiting on the plan in writing. Since ACHIEVE is housed in the SCC building with SC Works, there are no ADA concerns at that location.

Review Charter

Ms. Dana Wood shared the responsibilities and expectations found in the Youth Committee Charter. The committee is engaged with most of the items listed, but with the transition from Youth Council to Youth Committee, a couple of the listed responsibilities have not been pursued. Ms. Wood shared ideas for moving forward that include: sharing best practices/good work performed, Career Pathways exploration, Construction Career Fair and roundtable discussions to identify challenges

concerning youth. Ms. Wood stated there will be a survey sent to the committee in the following weeks to determine the committee's focus moving forward.

Grant Opportunity

Ms. Vicki Lawson shared that she is working on a grant submission for the Spartanburg Young Professionals' 1831 Gala committee. The focus of the grant will be to bring back the Youth Leadership program that was discontinued in 2014 due to budget cuts. A discussion was held regarding how the Youth Committee and UWB can support the event. The grant application is due September 14, 2018.

Other Business

None

Adjournment

With no further business or discussion from the floor, the meeting adjourned at 4:47 p.m.

The next meeting will be held October 17, 2018



**AGENDA
YOUTH COMMITTEE MEETING
August 28, 2018
3:30 p.m.
YouthStop**

- | | |
|---|---------------------|
| ▪ Welcome | Mr. Curtis Anderson |
| ▪ Financial Update | Mr. Brent Bishop |
| ▪ Work-based Learning | Mr. Brent Bishop |
| ▪ Youth Program Reports/Dashboards <ul style="list-style-type: none">○ PY17 Recap○ USC Upstate ACHIEVE Program○ The YouthStop | |
| ▪ Budget Modification <ul style="list-style-type: none">○ The YouthStop | Ms. Dana Wood |
| • Review Charter | Ms. Dana Wood |
| • Grant Opportunity | Ms. Vicki Lawson |
| ▪ Other Business & Adjourn | |

Next Meeting Date: October 17, 2018

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

ACHIEVE
Profit & Loss Budget vs. Actual
July 2018

ACHIEVE		July 2018			
	8% of PY18	Jul 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		1,261.83	18,550.80	-17,288.97	6.8%
Instructional Trng. & Sup. Svs.		0.00	30,798.97	-30,798.97	0.0%
Operating Expenses		159.64	29,377.26	-29,217.62	0.54%
Staff Salaries & Fringe Benefit		15,613.27	226,504.97	-210,891.70	6.89%
Work Based Learning		0.00	15,300.00	-15,300.00	0.0%
Total Expense		17,034.74	320,532.00	-303,497.26	5.32%
Net Income		<u>303,497.26</u>	<u>0.00</u>	<u>303,497.26</u>	<u>100.0%</u>

ACHIEVE
Profit & Loss Budget vs. Actual
July 2017 through June 2018

ACHIEVE					
100% of PY17		Jul '17 - Jun 18	Budget	\$ Over Budget	% of Budget
Income					
Grants Received		366,844.75	366,844.75	0.00	100.0%
Total Income		366,844.75	366,844.75	0.00	100.0%
Expense					
Indirect Costs		20,700.00	20,700.34	-0.34	100.0%
Instructional Trng. & Sup. Svs.		26,620.83	45,799.33	-19,178.50	58.13%
Operating Expenses		27,929.40	30,396.83	-2,467.43	91.88%
Staff Salaries & Fringe Benefit		256,241.12	253,533.25	2,707.87	101.07%
Work Based Learning		16,418.51	16,415.00	3.51	100.02%
Total Expense		347,909.86	366,844.75	-18,934.89	94.84%
Net Income		18,934.89	0.00	18,934.89	100.0%

YouthStop
Profit & Loss Budget vs. Actual
July 2018

YouthStop					
	8% of PY18	Jul 18	Budget	\$ Over Budget	% of Budget
Income					
Grants Received		343,253.92	343,253.92	0.00	100.0%
Total Income		343,253.92	343,253.92	0.00	100.0%
Expense					
Instructional Trng. & Sup. Svs.		0.00	14,158.50	-14,158.50	0.0%
Operating Expenses		4,500.00	37,926.00	-33,426.00	11.87%
Staff Salaries & Fringe Benf.		8,042.47	276,169.42	-268,126.95	2.91%
Work Based Learning		0.00	15,000.00	-15,000.00	0.0%
Total Expense		12,542.47	343,253.92	-330,711.45	3.65%
Net Income		330,711.45	0.00	330,711.45	100.0%

YouthStop
Profit & Loss Budget vs. Actual
July 2017 through June 2018

YouthStop					
	100% of PY17	Jul '17 - Jun 18	Budget	\$ Over Budget	% of Budget
Income					
Grants Received		417,630.17	417,630.17	0.00	100.0%
Total Income		417,630.17	417,630.17	0.00	100.0%
Expense					
Instructional Trng. & Sup. Svs.		13,229.68	20,158.50	-6,928.82	65.63%
Operating Expenses		72,132.77	75,161.23	-3,028.46	95.97%
Staff Salaries & Fringe Benf.		307,617.74	307,310.44	307.30	100.1%
Work Based Learning		15,173.50	15,000.00	173.50	101.16%
Total Expense		408,153.69	417,630.17	-9,476.48	97.73%
Net Income		9,476.48	0.00	9,476.48	100.0%

SOUTH CAROLINA DEPARTMENT OF EMPLOYMENT AND WORKFORCE
WORKFORCE INNOVATION AND OPPORTUNITY ACT - FINANCIAL STATUS REPORT
LOCAL YOUTH ONLY

(Follow attached instructions)

1. Recipient Organization (Name and complete address including Zip code) SPARTANBURG COUNTY PO BOX 5666 SPARTANBURG, SC 29304			2. Grant Number Assigned by DEW 17Y003 3. Obligation Rate (Program Funds Only) 92.22% 4. Expenditure Rate 88.61% 4B. WBL Rate 24.50%																																																																	
5. DUNS Number 73717688	6. EIN 576000401	7. Type of Report Monthly Report <input checked="" type="checkbox"/> Final Report <input type="checkbox"/>																																																																		
8. Project/Grant Period From: (MM/DD/YYYY) 4/1/2017 To: (MM/DD/YYYY) 6/30/2019		9. Reporting Period End Date (MM/DD/YYYY) 6/30/2018																																																																		
10. Expenditures and Unobligated Balances			<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 30%;">Program Funds</th> <th style="width: 30%;">Administration Funds</th> <th style="width: 40%;">Total Funds</th> </tr> </thead> <tbody> <tr> <td>A. Total funds authorized</td> <td>822,819.00</td> <td>91,424.00</td> <td>\$ 914,243.00</td> </tr> <tr> <td>B. Total obligations</td> <td>758,807.21</td> <td>77,316.60</td> <td>\$ 836,123.81</td> </tr> <tr> <td>C. Actual expenditures</td> <td>732,764.59</td> <td>77,316.60</td> <td>\$ 810,081.19</td> </tr> <tr> <td>D. Accrued expenditures</td> <td></td> <td></td> <td>\$ -</td> </tr> <tr> <td>E. Total expenditures (sum of lines 10C and 10D)</td> <td>\$ 732,764.59</td> <td>\$ 77,316.60</td> <td>\$ 810,081.19</td> </tr> <tr> <td>F. Unliquidated obligations (line 10B minus line 10E)</td> <td>\$ 26,042.62</td> <td>\$ -</td> <td>\$ 26,042.62</td> </tr> <tr> <td>G. Unobligated balance of funds (line 10A minus line 10B)</td> <td>\$ 64,011.79</td> <td>\$ 14,107.40</td> <td>\$ 78,119.19</td> </tr> </tbody> </table>			Program Funds	Administration Funds	Total Funds	A. Total funds authorized	822,819.00	91,424.00	\$ 914,243.00	B. Total obligations	758,807.21	77,316.60	\$ 836,123.81	C. Actual expenditures	732,764.59	77,316.60	\$ 810,081.19	D. Accrued expenditures			\$ -	E. Total expenditures (sum of lines 10C and 10D)	\$ 732,764.59	\$ 77,316.60	\$ 810,081.19	F. Unliquidated obligations (line 10B minus line 10E)	\$ 26,042.62	\$ -	\$ 26,042.62	G. Unobligated balance of funds (line 10A minus line 10B)	\$ 64,011.79	\$ 14,107.40	\$ 78,119.19																																
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19. Remarks: Attach any explanations deemed necessary. Please explain any decreases in obligations or expenditures.																																																																				
20. Prepared by Brent Bishop			Preparer's Contact Information Telephone: 864-596-2028 Email: bishop@upstateworkforceboard.org																																																																	
21. Certification: By signing this report, I certify to the best of my knowledge and belief that the report is true, complete, and accurate, and the expenditures, disbursements and cash receipts are for the purposes and objectives set forth in the terms and conditions of the Federal award. I am aware that any false, fictitious, or fraudulent information, or the omission of any material fact, may subject me to criminal, civil or administrative penalties for fraud, false statements, false claims or otherwise. (U.S. Code Title 18, Section 1001 and Title 31, Sections 3729-3730 and 3801-3812)																																																																				
A. Typed Signature and Title of Authorized Certifying Official Lacey R. Bradley, Deputy Finance Director			B. Telephone (Area code, number and extension) 864-596-3629 C. E-mail address lbradey@spartanburgcounty.org D. Date Report Submitted (MM/DD/YYYY) 7/25/2018																																																																	

[illegible]

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	26	61	57	48	32	16	35	47	22	38	41	31	454
# Of applications received	3	2	10	3	4	3	2	3	2	1	1	0	34
# Of academically eligible	3	2	10	3	4	2	2	3	2	1	1	0	33
# Of eligible WIOA applicants	n/a	0	5	n/a	3	2	1	3	2	1	1	0	18
# Of referrals to other agencies	2	6	0	3	0	4	1	0	n/a	8	3	0	27
# Of carryovers (Prev. Yr or Mo)	n/a	36	36	38	43	44	46	47	51	53	54	56	56
# Of new enrollments	0	0	2	5	1	2	1	4	2	1	2	0	20
% Of Enrollment Benchmark	n/a	65%	69%	78%	80%	84%	86%	91%	97%	98%	101%	101%	101%
Total active end of month	36	36	38	43	44	46	47	51	53	54	56	56	56
# Of exiters entering follow-up	0	0	0	14	0	0	0	0	0	0	0	0	14
# Placed in employment/adv'ing	13	7	4	12	0	0	0	4	n/a	7	0	0	47
# Of diploma's/credentials earned	0	0	0	13	0	3	0	4	n/a	0	0	0	20
# WorkKeys platinum earned	0	0	0	0	0	0	0	0	0	0	0	0	0
# WorkKeys gold earned	0	0	0	0	0	0	0	0	0	0	0	0	0
# WorkKeys silver earned	0	3	1	3	4	0	0	0	0	0	0	0	11
# WorkKeys bronze earned	0	0	0	0	0	2	0	0	0	0	0	0	2

Total Served YTD 56 Carry-overs plus New Enrollments

Cost Category	Budget	YTD Expense	YTD Goal	YTD Actual
Staff	\$ 228,607	\$ 224,194	100%	98%
Operating	\$ 75,161	\$ 72,133	100%	96%
Instructional Training	\$ 10,990	\$ 8,042	100%	73%
Work Based Learning	\$ 93,704	\$ 98,598	100%	105%
Supportive Service/Incentives	\$ 9,169	\$ 5,188	100%	57%
Total	\$ 417,631	\$ 408,154	100%	98%

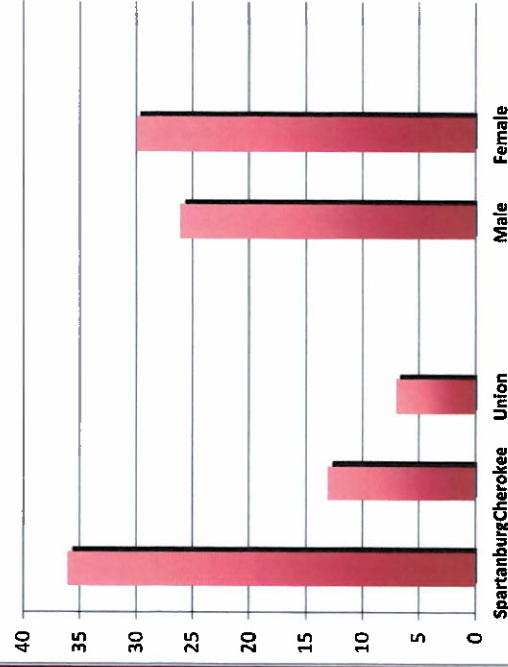
Invoices through: 6/30/2018

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

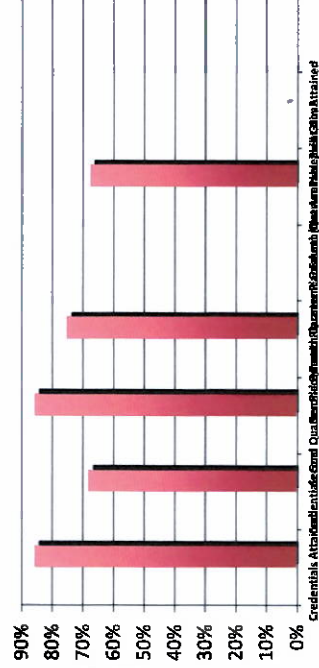
Funded by the Upstate Workforce Board—Administered by Spartanburg County School District No. 6



The YouthStop™ Demographics



Performance



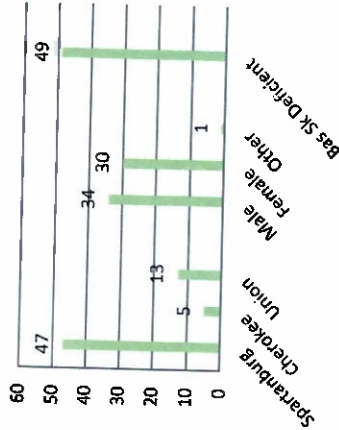
**USC Upstate ACHIEVE Program
Progress Report PY17
July 1, 2017--June 30, 2018**

6/30/2018

	1st Quarter			2nd Quarter			3rd Quarter			4th Quarter			TOTAL
	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	
Attended Orientation (POC)	5	8	6	10	9	6	7	8	8	15	9	7	98
Pending Applications	4	4	4	3	3	4	6	5	3	4	5	3	48
Eligible WIOA Applicants	2	3	3	3	2	3	3	4	4	3	5	3	38
Referrals to other agencies	8	7	6	4	4	5	2	3	3	4	4	4	54
Carryover (Prev. Yr)	30	NA	NA	40	NA	NA	NA	NA	NA	34	NA	NA	NA
New Enrollments	1	2	2	3	3	1	2	3	3	5	1	4	30
New enrlmnts BSD--rdg and/or math	1	1	2	3	3	0	1	2	3	4	1	3	24
Total Active End of Quarter	NA	NA	35	NA	NA	37	NA	NA	41	NA	NA	NA	NA
Total Served (New, CO)	30	32	34	37	40	41	43	46	49	55	56	60	NA
Exiters entering FolUp-2nd/4th	0	0	15	0	0	13	0	0	15	0	0	14	57
Placed in Empl/College/Adv Trng	0	0	10	0	0	12	0	0	10	0	0	11	43
GEDs Earned	3	1	0	1	0	2	0	3	4	3	2	6	25
Occupational Credentials Earned	20	0	4	0	0	0	0	0	0	4	0	0	28
Attaining L/N in at least 1 subj	0	1	2	1	2	2	2	1	3	2	1	1	18
WorkKeys Earned	1	1	2	1	2	2	2	1	1	1	1	1	16
Résumés	3	3	1	2	3	3	2	2	8	3	2	1	33
Work Experiences Completed	1	0	0	1	1	1	1	1	2	2	3	3	17
Driver's Ed	0	0	0	0	0	0	0	0	2	0	0	2	4

Exiters entering Follow-up is the total for 2nd and 4th quarters. Placement is recorded at end of quarter.

Demographics of Total Served-65
(Follow-up not included)
PY17
YTD--7/1/17--6/30/18



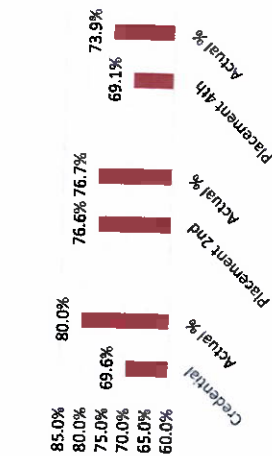
This chart includes students that cannot be counted in carryover but still being actively served--new, carryover and carryover not counted are included.

6/30/2018

Cost Category	Budget	YTD Expense	YTD %
Staff/Fringe	\$ 198,775.07	\$184,541.21	92.84%
Operating	\$ 30,396.83	\$ 27,929.40	91.88%
Indirect	\$ 16,319.69	\$ 15,449.01	94.66%
Instructional Trng	\$ 8,418.00	\$ 8,146.00	96.77%
Supportive Services	\$ 37,381.33	\$ 15,920.96	42.59%
Youth Incentives	\$ 2,555.00	\$ 2,553.87	99.96%
Work-Based Learning	\$ 71,173.18	\$ 88,118.42	123.81%
WBL IDC	\$ 4,380.65	\$ 5,250.99	119.87%
Total	\$ 369,399.75	\$347,909.86	94.18%

PY17

July 1, 2017--June 30, 2018
Yearly Performance



WIOA Measures are preliminary and based on applicable quarters.

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

Trainings



Several participants completed CERT training during the first week of June and earned an advanced credential. CERT educates individuals about disaster preparedness for hazards that may impact the community and trains them in basic disaster response skills, such as fire safety, light search and rescue, team organization, and disaster medical operations. This is a nationally recognized credential in guidelines with WIOA requirements.

This year participants also earned certification in "Stop the Bleed." The training is sponsored by the Departments of Defense and Homeland Security and is designed to teach participants how to control bleeding in an emergency.

Odds & Ends

Sixteen paid work experience opportunities were offered in PY17. Placements ran through the end of June and included Spartanburg, Cherokee, and Union counties. The YouthStop™ exceeded all funding requirements for work-based learning.

Workshop offerings during June included a four-part series on "College and Career Planning" and a four-part series on "Making It Work—Success in the Workplace."

An outdoor leadership boot camp and low ropes session was led by Sam Etheredge, social worker for The YouthStop™.

On June 12, participants toured Milliken Corporation and White Oak Estates. They learned about work opportunities, training requirements, and many other aspects of manufacturing and elder care services.

Several participants received Wal-Mart gift card incentives during May/June. The YouthStop™ provided incentives for participants who scored silver or higher on WorkKeys assessment, earned a secondary diploma, completed work readiness, and/or earned a measureable skill gain.

Staff Development

Shannon D. Wilkins attended a "train the trainer" session for WIN on June 8 in Greenville, SC. WIN is an online assessment system that will be used by all SC workforce programs beginning in July 2018.

Jamie Cox attended the SC Works Union partnership meeting on June 26. Discussion centered on business and industry developments in Union county.

Michelle W. Hawkins attended the SC Works Spartanburg partnership meeting on June 29. The SC Witness Project presented information about women's healthcare access in SC.

We've Moved

The YouthStop™ has moved. We are now located at 101 N. Pine Street in the Wells Fargo Building on the second floor. Individual phone numbers and emails for staff are unchanged.

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

101 N. Pine Street
Spartanburg • South Carolina • 29304
864.585.4433 • TTY: 711

"An equal opportunity
employer/program"

"Auxiliary aids and services available
upon request to individuals with
disabilities"

June 1, 2018—June 30, 2018

PARTICIPANT LEADERSHIP DEVELOPMENT

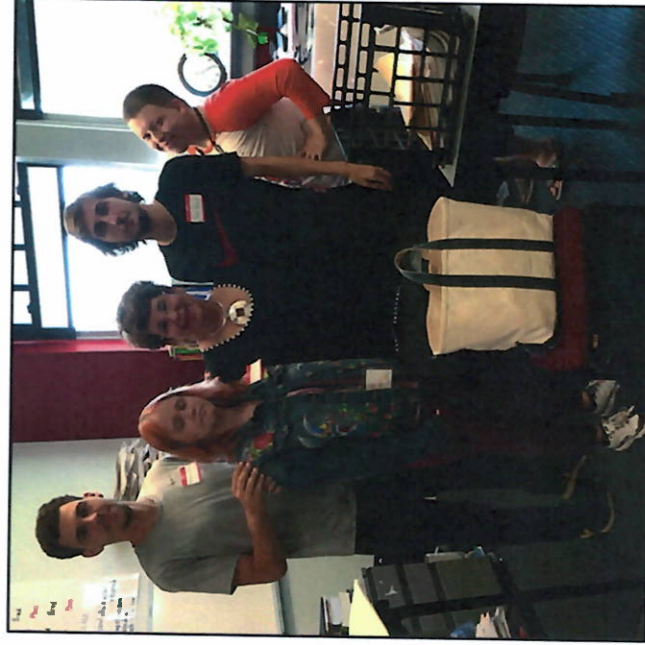
- Participants have been busy developing résumés and practicing workplace skills. They are preparing for Job Internships and learning soft skills.
- The counselors, Brad Peterson, Cheryl Owens and Jayna Patel, continued group and individual counseling throughout the month.
- Students/Staff continued the community based service through delivering Mobile Meals.
- Participants spent the morning of June 20th with Nancy Holmes of Holmes and Associates discussing and interacting on the subject of "Dealing With Emotions." This type of workshop is part of the counseling/therapy program.

STAFF DEVELOPMENT

- June 6—Janis Hendrickson attended the United Way Safety Net meeting to hear a presentation from the United Housing Connections. The agency serves people at-risk for and currently experiencing homelessness: www.unitedhousingconnections.org.
- June 12—Helen Merriweather attended the Forrester Center Impact Coalition meeting. The 2018 action plan for alcohol and tobacco was the main topic of discussion.
- June 22—Helen Merriweather attended a daylong conference brought by the Forrester Center Impact Coalition: "You Can't Stop What You Don't Know", a presentation by the Tall Cop Says Stop. Current drug logo and drug trends provided a plethora of information.
- June 25—Helen Merriweather participated in a Community Advisory Board (CAB) meeting, a board for the Mary Black Foundation teen pregnancy grant. Updates of accomplishments of the past three years were given followed by committees who met to set goals for 2018-2019 year.
- June 26—Ranee Standberry attended the SC Works Union partnership meeting.
- June 29—Helen Merriweather attended the SC Works Spartanburg partner meeting and learned about the SC Witness Project, an initiative to assist women ages 18-64 who are without insurance to address medical awareness and assessments.

OUTREACH

- June 9—Ranee Standberry manned a booth for ACHIEVE at the Fatherhood Coalition, Dads to Grads day.



From left to right: Jordan Lee, Amanda Edwards, Nancy Holmes, Jordan Smith, Adam Linder

DASHBOARD

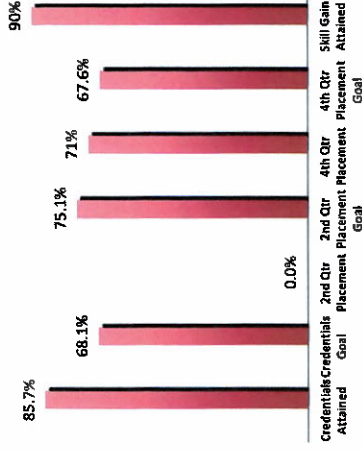
	1st Quarter			2nd Quarter			3rd Quarter			4th Quarter			TOTAL
	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	
# Of applications received	0												0
# Of eligible WIOA applicants	0												0
# Of informational contacts	0												0
# Of referrals	7												7
# Of carryovers (Prev. Yr or Mo)	24												24
# Of new enrollments	0												0
% of Enrollment Benchmark Met	45%												45%
Total active in PY 18	24												24
# WIN Administered	0												0
New Work Experiences	0												0
Completed Work Experiences	2												2
Diploma or GED Earned	0												0
Other Qualifying Credential	0												0
Exiters Entering 2nd Qtr. Follow-up	0												0
Exiters Entering 4th Qtr. Follow-up	14												14

Budget Summary through 7/31/18

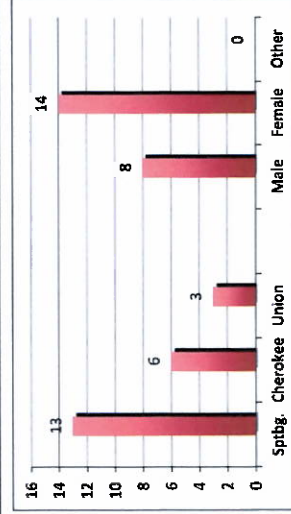
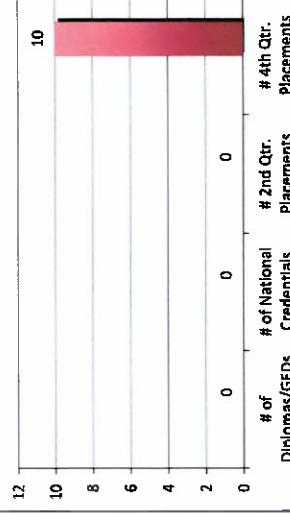
Cost Category	Budget	YTD Expense	YTD Goal	Actual
Staff and Fringes	\$ 213,563.30	\$ 5,419.43	8%	3%
Indirect Cost	\$ -	\$ -	-	-
Operating	\$ 37,926.00	\$ 4,500.00	8%	12%
Instructional Training	\$ 6,990.00	\$ -	8%	0%
Work Based Learning	\$ 77,606.12	\$ 2,623.04	8%	3%
Supportive Service	\$ 7,168.50	\$ -	8%	0%
Incentives	\$ 1,000.00	\$ -	8%	0%
Total	\$ 344,254	\$ 12,542	8.00%	4%

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

PY18 Performance



Year to Date Outcomes





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

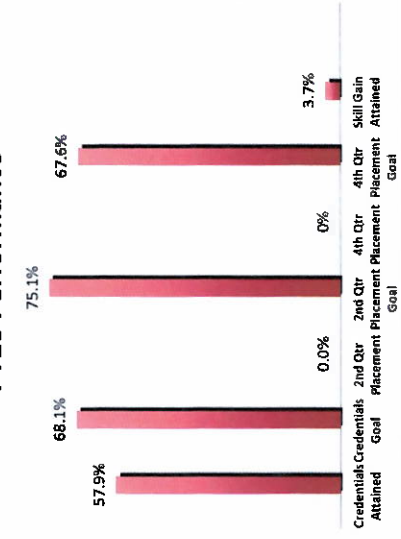
	1st Quarter			2nd Quarter			3rd Quarter			4th Quarter			TOTAL
	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	
# Of applications received	9												9
# Of eligible WIOA applicants	4												4
# Of informational contacts	13												13
# Of referrals	5												5
# Of carryovers (Prev. Yr or Mo)	18												NA
# Of new enrollments	1												1
% of Enrollment Benchmark Met	38%												38%
Total active in PY 18	19												19
# WIN Administered	1												1
New Work Experiences	2												NA
Completed Work Experiences	1												1
Diploma or GED Earned	5												5
Other Qualifying Credential Earned	11												11
Exiters Entering 2nd Qtr Follow-up	0												0
Exiters Entering 4th Qtr Follow-up	0												0

Budget Summary through 7/31/18

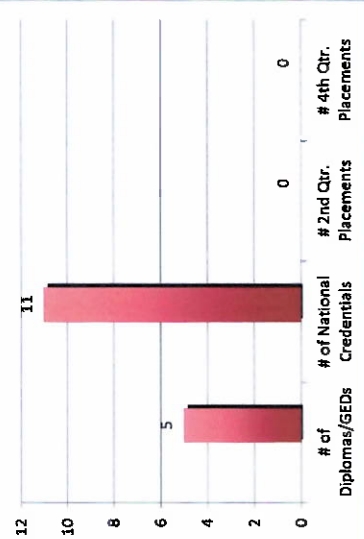
Cost Category	Budget	YTD Expense	YTD Goal	Actual
Staff and Fringes	\$ 167,781.33	\$ 11,457.19	8.3%	6.8%
Indirect Cost	\$ 18,550.80	\$ 1,261.83	8.3%	6.8%
Operating	\$ 29,377.26	\$ 159.64	8.3%	0.5%
Instructional Training	\$ 8,700.00	\$ -	8.3%	0%
Work Based Learning	\$ 74,023.64	\$ 4,156.08	8.3%	5.6%
Supportive Service	\$ 19,698.97	\$ -	8.3%	0%
Incentives	\$ 2,400.00	\$ -	8.3%	0%

Notes:

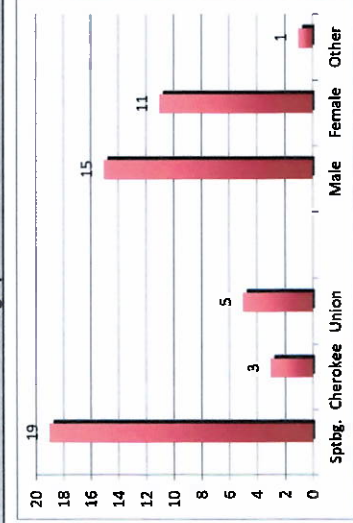
PY18 Performance



Year to Date Outcomes



Demographics--Year to Date



Odds & Ends



Participants worked on academic planning during July. For those who have completed a diploma, planning included training and post-secondary options, program testing information and admissions requirements. For participants who are continuing to work toward diploma attainment, the focus was on graduation requirements and course selection.

Tours of Spartanburg Community College campuses were also offered during July.

@ Work

Participants and exiters found unsubsidized employment throughout the Southeast during PY17. Clients are working in the following businesses:

Adidas
Amazon
Belk's Distribution
Big Daddy's Grill
Bradshaw Automotive
Charter Communications
Comfort Keepers Home Care
David Sinclair Automotive
Dollar General Distribution
Dollar General Retail
Draexlmaier
Duncan Donuts
Emerging Communications
Excel Logistics
FedEx
Hamrick's Distribution Center
Journeys
Machine Solutions
McDonald's
Nestle Frozen Foods
Spartanburg Regional Healthcare

Spartanburg Steel
Spectrum
Sub Station
Thompson Business Solutions
USC Upstate
Wal-Mart
Walgreen's

@ School

Many clients enrolled in postsecondary education and/or advanced training in PY17. Programs of interest include business, healthcare, education, manufacturing, and welding. The top school choices for The YouthStop™ participants and exiters are:

Greenville Tech
Spartanburg Community College
(Spartanburg, Cherokee & Union campuses)
Spartanburg Methodist College
University of South Carolina
Upstate

Staff Development

Kathy E. Bell attended the Workforce Board Grantee Meeting on July 26. Staff discussed close out for PY17 and planning for PY18.

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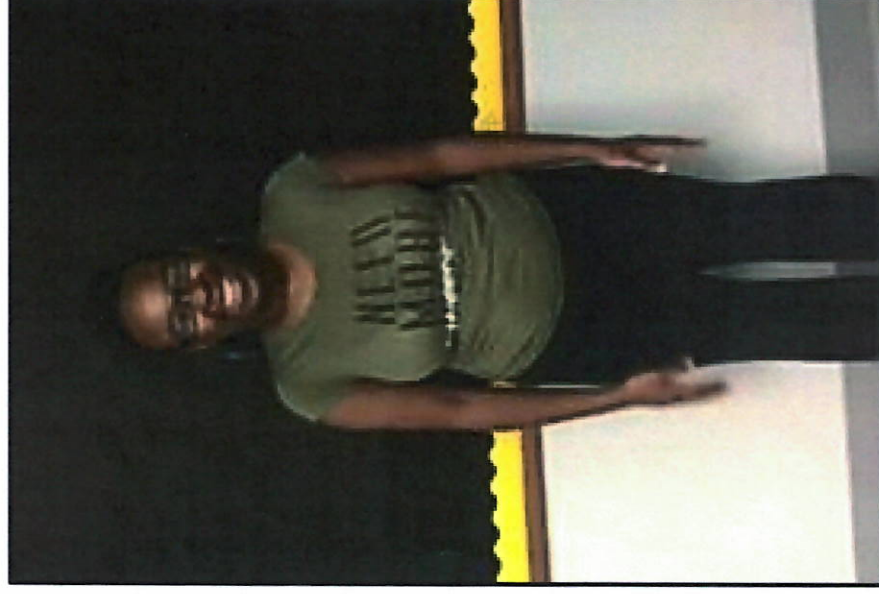
"An equal opportunity
employer/program"

"Auxiliary aids and services available
upon request to individuals with
disabilities"

Just In Time Report

**Ready to Enroll!
Meet PY18's First Enrollment**

Our first enrollment for PY18 is Mona Mitchell. Mona comes to ACHIEVE from Union County and was referred by a friend who picked up an ACHIEVE brochure from one of our outreach events in Union.



July 1, 2018—July 31, 2018

PARTICIPANT LEADERSHIP DEVELOPMENT

- Participants have been busy developing résumés and practicing workplace skills. They are preparing for Job Internships and learning soft skills.
- The counselors, Brad Peterson, Cheryl Owens and Jayna Patel, continued group and individual counseling throughout the month. Counseling sessions are supported through community grants.

STAFF DEVELOPMENT

- July 10—Helen Merriweather attended the Forrester Center Impact Coalition meeting to discuss specific events in District 2, especially during the football season. The Impact Coalition was formed out of a Drug-Free Communities grant.
- July 18—Helen Merriweather attended an Academic Affairs meeting to discuss various grant opportunities through USC Upstate.
- July 16—Helen Merriweather attended a Social Media training hosted by the Upstate Workforce Board.
- July 18—Susan Griffith and Helen Merriweather attended the SC Works Gaffney partner meeting and learned about the GLEAMNS program that serves nine Upstate counties.
- July 25—Helen Merriweather attended the USC Upstate Child Protection Training Center Resiliency Summit. The Summit offered educational speakers as well as break-out sessions, such as “Building Bridges: Establishing Relationships with our Youth”.
- July 27—Susan Griffith and Rane Standberry attended the SC Works Spartanburg partner meeting which featured information on the Lean Manufacturing Certification offered at SCC.
- July 30—Susan Griffith, ACHIEVE’s Work Readiness Coordinator, appropriately attended the first SC Works Cherokee County Job Fair Planning session to begin planning the October 4, 2018, event.

YOUTH PROGRAM GRANT MODIFICATION REQUEST FORM

PROGRAM NAME - The YouthStop™

Date: Aug. 14, 2018

Grant number: 18Y603U1-UWB

Change(s) requested (note which section(s) of the original grant are to be changed, then state the new wording to reflect those changes):

#1. CURRENT WORDING

- This item is not currently listed in The YouthStop™ grant.

MODIFIED WORDING

- Operating Expenses Line 17. Security Deposit - \$1,500.00

#2. CURRENT WORDING

- Operating Expenses Line 13. Professional Development - \$-0-

MODIFIED WORDING

- Operating Expenses Line 13. Professional Development - \$400.00

Reason for modification:

The YouthStop™ is requesting this modification to cover a \$1,500.00 security deposit required for the offices at 100 N. Pine Street. The additional \$400.00 will allow a staff member to attend a local certificate program called "*Fundamentals for Youth Serving Providers*" during PY18.

- Funding will be made available through the Upstate Workforce Board's unobligated Youth funds.

For questions regarding this modification request, please contact:

NAME: Dana Wood
TITLE: Upstate Workforce Board Chief Operating Officer
EMAIL: wood@upstateworkforceboard.org
PHONE: 864-596-2028

SUBMIT COMPLETED FORM TO:

Upstate Workforce Board Chief Financial Officer – Brent Bishop
bishop@upstateworkforceboard.org

Upstate Workforce Investment Board Youth Committee Charter

Purpose:

The Upstate Youth Committee members are appointed by the Upstate WIB Chair. This committee is responsible for developing the portions of the local plan relating to eligible youth, selection and recommendation of youth program operators to the full WIB after competitive procurement.

Organization:

The committee is comprised WIB and non-WIB members. The chair of the UYA must be an Upstate WIB member. The committee may form ad hoc committees to work on events and projects as needed.

Responsibilities:

1. Selection of program operators to recommend to the full WIB for funding after careful review, cost analysis and evaluation
2. Negotiate grantee budgets and provide oversight of budgets throughout the year
3. Ensure accurate tracking and monitoring of programmatic functions of the grantees
4. Ensure accurate tracking of performance goals for each program
5. Identify projects for members to address related to youth issues
6. Partner with other organizations to address the needs of youth in our three county area
7. Career pathway development per the Workforce Innovation and Opportunity Act (with representatives of secondary and post-secondary education)
8. Identify and promote best practices

Meetings:

The committee meets approximately five times per year. The meetings will be scheduled at least two weeks prior to regularly scheduled Upstate WIB meetings when possible. All meetings shall be recorded and minutes submitted.

Youth Committee membership for PY15 as appointed by the Upstate WIB Chair are as follows:

WIB Members:	Non WIB Members