

**SOUTHWEST ALABAMA PARTNERSHIP
FOR TRAINING AND EMPLOYMENT, INC
SENIOR CENTER
GROVE HILL, AL
MAY 29, 2019**

Attachment #1

Present:

PRESIDER: OLA ANISE

CAROLYN AKERS
K.C. PANG
RICKEY RHODES
STEVE ANDERSON

BRINDA BARRETT
STEPHANIE STREETER
BETH HANKS
JOHN CLYDE RIGGS

LISA BLACK
OLA ANISE
GABE PECK

Proxies:

LISA BLACK (WALLACE DAVIS)
RICKY RHODES (JACQUE JAMES)
JOHN CLYDE RIGGS (STAN CHAVIS)
GABE PECK (WALLACE DAVIS)

BRINDA BARRETT (SHAWN HARRISON)
BETH HANKS (DAN BARBER)
CHARLES PHARR (CLARA JONES)

Absent members due to conflicts (per emails and or verbal conversations)

PATTY HUGHSTON
CLINTON JOHNSON
JOHN MOSES
SANDRA KOBLAS
TIM PRESCOTT
MARK BURNETT

AUTHERINE DAVIS
ADAM BOYKIN
RON MITCHELL
RICK LAMBERT
ANTHONY ROGERS

MICHAEL HARE
VIRGINIA GUY
CAROL STATTER
JUDY MITCHELL
DR. REGINALD SYKES

Guest

Lee Moore
Patrick Daugherty

Katherine Whitely
Commissioner Tyrone Moye

Robert Headrick

SWAPTE Staff & Career Center Managers:

Sydney Raine
Tammy Smith
Vivian Havel
Beverly Walker

Cindy Nelms
Pam Ware
Hal Clements

Lisa Thomas
Laura Bethea
Shirley Salter

The meeting was called to order at 2:00 p.m. by Mr. Anise. Mr. Anise asked if we had a quorum and Mr. Raine replied "Yes". After establishing a quorum Mr. Anise called for a motion to approve the agenda, a motion was made by Beth Hanks; and seconded by Charles Pharr, and the agenda was unanimously approved.

Mr. Anise then called for a motion to approve the minutes from 1/30/2019; motion was made by Stevie Harrison; and seconded by Gabe Peck, and the board unanimously approved the minutes.

Finance Report 1st Quarter

Lisa Thomas

Mrs. Thomas told us that the Finance committee met on 5/10/2019 and approved the finance report that ended March 31, 2019 which represented the 3rd quarter. See detailed summary below.

Mrs. Thomas said that we received \$8,955,784 in new funding for 7/1/2019 which is down.

We should be operating at 75% of budget but our Administrative overhead is at 48.33% and our Program Overhead is at 62. We are working to increase that number and are doing some things in our marketing area to help us to reach the 75%.

We have expended PY16 incentive funds and have \$332,792 for 7/1/2018 – 6/30/2020.

Mr. Anise called for a motion to approve the finance report for third quarter; motion made by Charles Pharr; and seconded by Gabe Peck; and the board unanimously approved the finance report.

Mr. Anise called for a motion to approve the new budget; budget approved by Gabe Peck; and seconded by Charles Pharr; and the board unanimously approved the budget.

Mrs. Thomas introduced our Auditor Mr. Robert Headrick. Mr. Headrick said that he completed the audit of SWAPTE, and our financial statements were fairly stated, and we are following federal laws; and thanked us for the opportunity to perform the audit.



TO: Sydney Raine, President
FROM: Lisa Thomas, Vice President Finance
RE: Financial Update
DATE: May 3, 2019

For your review, I have prepared the financial statements of SWAPTE, (Region 7) for the quarter ended March 31, 2019. March represents the third quarter of our fiscal year which began on July 1, 2018. We should be operating at 75% of budget projections.

Administration

Administrative Summary Expenses				
	Budget 2018-19	Y-T-D Admin Expenses	Budget Variance	Y-T-D Percentage
Labor Cost	650,000	263,360	386,640	40.52%
Non Labor Cost	343,679	216,919	126,760	63.12%
Total	993,679	480,279	513,400	48.33%

As shown above, administrative costs as of March 31, 2019 were at 48.33% of budget projections with expenditures totaling \$513,400. Labor costs were at 40.52% of budget projections or \$263,360. Non-labor costs for the quarter ending March 31 were \$ 216,919 or 63.12% of the annual budget.

Program

Program Overhead				
	Budget 2018-19	Y-T-D Program Expenses	Budget Variance	Y-T-D Percentage
Labor Cost	650,000	379,211	\$ 270,789	58.34%
Non Labor Cost	1,985,943	1,281,199	704,074	64.51%
Total	\$ 2,635,943	\$ 1,660,409	\$ 974,863	62.99%

Program overhead expenses for the quarter totaled \$ 1,660,409. This amount is comprised of \$379,211 in labor costs and \$1,281,199 in non-labor costs. Total costs were 62.99% of budget projections for the quarter.

Miscellaneous

Incentive (07/01/2016-10/12/2018)			
	Budget	Y-T-D Expense	Balance
PY 16 Incentive-Adult	12,203	12,203	-
PY 16 Incentive-Youth	100,716	100,716	-
FY 17 Incentive-Adult	87,312	87,312	-
Total \$	200,231	\$ 200,231	\$ -

Incentive (07/01/2018-06/30/2020)			
	Budget	Y-T-D Expense	Balance
PY 17 Incentive-Adult	17,212	-	17,212
PY 17 Incentive-Youth	121,811	-	121,811
PY 17 Incentive-DW	17,211	-	17,211
FY 18 Incentive-Adult	95,062	-	95,062
FY 18 Incentive-DW	81,496	-	81,496
Total \$	332,792	\$ -	\$ 332,792

Mobile Works was awarded incentive funds for the budget year 2016-2017. Please note the state has granted these funds to be transferred to Region 7 and to be used before 10-12-18. This incentive funding has a balance of \$0.00 as of 09/30/2018.

SWAPTE (Region 7) was awarded additional incentive funding (07/01/2018) based on past year performance in the total amount of \$ 332,792 in which we have 2 years to spend with expiration date of 06/30/2020. The funding balance is still remaining as of 12/31/2018.

Program Summary

Below for your review is a summary of program expenditures by funding type:

Program Activities Budget Summary				
	Adult	Dislocated	Youth	Total
2018-2019 \$	8,200,695	\$ 2,942,617	\$ 5,563,897	\$ 16,707,209
(-) Expenditures to Date	4,675,292	206,988	1,345,806	6,228,085
Budget balance	3,525,403	2,735,629	4,218,091	10,479,124

As shown above, Adult expenditures through March 31 totaled \$4,675,292. This leaves a budget balance of \$3,525,403.

Dislocated worker expenditures for the quarter ending March 31 totaled \$206,125 which leaves a balance of \$2,735,629.

Youth expenditures through the quarter totaled \$1,345,806.00 which left a budget balance of \$4,218,091.

Program Summary			
	Revenue	Total xp. As of 03/31/19	Balance
07/01/2016-06/30/2018	\$6,091,714.00	\$6,091,714.00	\$0.00
07-01-2018-06-30/2020	\$10,615,495.00	\$136,371.40	\$10,479,123.60
Budget balance	\$16,707,209.00	\$5,955,342.60	\$10,479,123.60

The above is a capture of the revenue that must be spent by the dates shown. The expenses are as of 03/31/2019 which reflects we have met our obligation of expenditures before the deadline of June 30, 2019. Pages 6 and 7 gives a breakdown by funding source.

Conclusion

While this narrative includes a summary of activities through March 31,2019 detailed expenditures are attached to this report.

SWAPTE

ATTACHMENT 2

Financial Report

Administrative Overhead

for the Quarter ended March 31, 2019

Description	Budget 2018-19	Y-T-D Expenditures	Remaining Balance	Percentage Expended
Salaries, Taxes & Benefits	650,000	263,360	386,640	40.52%
Net Labor Cost	650,000	263,360	386,640	40.52%
Audit Expense	21,500	17,750	3,750	82.56%
Computer Maintenance, Supplies, Softwa	20,000	21,270	(1,270)	106.35%
Council Expense	2,000	1,772	228	88.60%
Equipment, Rental	3,500	1,059	2,441	30.26%
Equipment, Service and Repair	2,500	1,856	644	74.25%
Facilities Rent	30,000	26,790	3,210	89.30%
Insurance, Directors and Officers	7,050	7,050	-	100.00%
Insurance, Errors & Omissions	3,360	3,360	-	100.00%
Insurance, General Liability	1,000	-	1,000	0.00%
Legal Expense	2,500	-	2,500	0.00%
Office and Expendable Supplies	25,000	6,574	18,426	26.30%
Office equipment	1,000	-	1,000	0.00%
Depreciation expense	2,000	-	2,000	0.00%
Postage, Shipping, & Delivery	1,000	1,376	(376)	137.59%
Subscriptions and Memberships	2,000	1,924	76	96.22%
Telephone and Internet	15,000	10,971	4,029	73.14%
Training and Workshops	20,000	-	20,000	0.00%
Travel-Local Mileage	1,000	884	116	88.37%
Travel-Out of Area-Staff	42,109	6,103	36,006	14.49%
Marketing/Economic Development	30,000	77,267	(47,267)	257.56%
Monitor	60,000	14,325	45,675	23.88%
Staff Support	40,000	12,285	27,715	30.71%
Consultant Fee	10,000	3,500	6,500	35.00%
Archive Record Storage	1,160	803	357	69.23%
Non Labor Cost	343,679	216,919	126,760	63.12%
Total Expenditures	993,679	480,279	513,400	48.33%

SWAPTE

ATTACHMENT 2

Financial Report
for the Quarter ended March 31, 2019

Program Overhead

Description	Budget 2018-19	Y-T-D Expenditures	Remaining Balance	Percentage Expended
Salaries, Taxes & Benefits	650,000	379,211	270,789	58.34%
Labor Costs	650,000	379,211	270,789	58.34%
Computer Maintenance, Supplies, Softwa	25,000	10,002	14,998	40.01%
Equipment, Rental	5,000	2,693	2,307	53.86%
Equipment, Service and Repair	5,000	-	5,000	0.00%
Facilities Rent	60,000	18,078	41,922	30.13%
Insurance, Errors & Omissions	3,500	2,841	659	81.17%
Insurance, General Liability	1,000	769	231	76.90%
Insurance-Participant	1,300	-	1,300	0.00%
Interest Expense (Income)	(30)	-	(700)	0.00%
Legal Expense	2,500	1,200	1,300	48.00%
Marketing and Outreach	50,000	61,930	(11,930)	123.86%
Basic Education and Testing Supplies	1,000	-	1,000	0.00%
Office and Expendable Supplies	10,000	7,765	2,235	77.65%
Printing	5,000	-	5,000	0.00%
Postage, Shipping, & Delivery	2,000	-	2,000	0.00%
Travel-Local Mileage	5,000	4,062	938	81.24%
Travel-Out of Area	20,000	3,602	16,398	18.01%
Staff Training	10,000	-	10,000	0.00%
Archive Record Storage	1,000	1,184	(184)	118.40%
ADOL Invoice	1,778,673	1,167,074	611,599	65.61%
Non Labor Cost	1,985,943	1,281,199	704,074	64.51%
Total Expenditures	2,635,943	1,660,409	974,863	62.99%

SWAPTE
Financial Report
for the Quarter ended March 31, 2019

ATTACHMENT 2

Adult Services Budget	Budget 2018-19	
Program Revenue Carry Forward PY 17	2,121,747	
Program Revenue Transfer from DW	2,235,099	
Program Revenue PY 18	608,620	
Program Revenue (FY 2019) Oct 1st	3,235,229	
Total Revenue Available	\$ 8,200,695	

	Budget 2018-19	Y-T-D
Program Cost Distribution from Operations		1,273,313
Individual Training Accounts	3,000,000	2,794,306
OJT Program	1,000,000	607,673
Expenditures to Date		4,675,291.82
Balance of Funds		\$ 3,525,403

Dislocated Services Budget	Budget 2018-19	
Program Revenue Carry Forward PY 17	2,225,367	
Program Revenue Transfer to Adult	(2,235,099)	
Program Revenue (PY-2018)	514,210	
Program Revenue (FY 2019) Oct 1st	2,438,139	
Total Revenue Available	\$ 2,942,617	

	Budget 2018-19	Y-T-D Expense
Program Cost Distribution from Operations		95,714
Individual Training Accounts	100,000	48,147
Incumbent Worker	10,000	-
OJT Program	75,000	63,127
Expenditures to Date		206,987.57
Balance of Funds		2,735,629

SWAPTE
Financial Report
for the Quarter ended March 31, 2019

ATTACHMENT 2

Youth Services Budget	Budget 2018-19
Program Revenue Carry Forward PY 17	1,744,600
Program Revenue (PY 2018)	3,819,297
Total Revenue Available	5,563,897
Year to Date Contract Expense	1,053,555
Program Cost Distribution from Operations	292,251
Total Expenditures	1,345,806.01
Budget Balance	4,218,091

Contracts Approved:	Budget	Y-T-D Expenditures	Remaining Balance	Percentage Expended
Dearborn Street YMCA	278,596	155,184	123,412	56%
Dynamic Education Systems	740,766	367,254	373,512	50%
Goodwill Easter Seals	297,026	181,781	115,245	61%
Bishop State Comm College	284,378	34,059	250,319	12%
Reid State Tech College	219,339	126,717	92,622	58%
Monroe County	191,245	64,054	127,191	33%
Coastal Youth Program	94,563	44,212	50,350	47%
Auburn University Hope Place	132,195	66,830	65,365	51%
Alabama Dept of Rehab Services (4/1/18)	100,000	13,463	86,537	13%
Total Funds	2,338,107.40	1,053,554.62	1,284,552.78	45%
In School Youth Services	-	-	-	0%
Out of School Youth Services	2,338,107.40	1,053,554.62	1,284,553	45%
Total Contract Amount	2,338,107	1,053,555	1,284,553	45%
Program Expenses (ITA/OJT)	200,000	1,732	198,268	1%
Percentage In School	0%	0.00%	0.00%	
Percentage Out of School	100%	100.00%	100.00%	

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Funding Source	2017-2018	2019-2020	Increase (Decrease)
Adult	3,843,849	3,198,925	(644,924)
Dislocated	2,952,349	2,684,678	(267,671)
Youth	3,819,297	3,072,181	(747,116)
Total	10,615,495	8,955,784	(1,659,711)

** Please note even though a decrease we are allowed to carry forward 2017-2018 Funding In which we will have available

SWAPTE
One Stop (Program)
Proposed
2019-20 Budget

ATTACHMENT #2

ONE STOP BUDGET	Approved Budget 2018-2019	Proposed Budget 2019-2020	Budget Comparison
EXPENSES			
Salaries, Taxes & Benefits	650,000.00	650,000.00	-
Net Labor Cost	650,000.00	650,000.00	-
Computer Maintenance, Supplies, Software	25,000.00	20,000.00	(5,000.00)
Equipment, Rental	5,000.00	5,000.00	-
Equipment, Service and Repair	5,000.00	5,000.00	-
Facilities Rent	60,000.00	60,000.00	-
Insurance, Errors & Omissions	3,500.00	3,500.00	-
Insurance, General Liability	1,000.00	1,000.00	-
Insurance-Participant	1,300.00	1,300.00	-
Interest Expense (Income)	(30.00)	(30.00)	-
Legal Expense	2,500.00	2,000.00	-
Marketing and Outreach	50,000.00	50,000.00	-
Basic Education and Testing Supplies	1,000.00	500.00	(500.00)
Office and Expendable Supplies	10,000.00	10,000.00	-
Printing	5,000.00	2,500.00	(2,500.00)
Postage, Shipping, & Delivery	2,000.00	2,000.00	-
Travel-Local Mileage	5,000.00	5,000.00	-
Travel-Out of Area	20,000.00	15,000.00	(5,000.00)
Staff Training	10,000.00	10,000.00	-
Archive Record Storage	1,000.00	1,000.00	-
ADOL Invoice	1,778,673.00	2,157,570.00	378,897.00
Non Labor Cost	1,885,843.00	2,351,340.00	365,897.00
Total Expenses	\$ 2,635,843.00	\$ 3,001,340.00	\$ 365,897.00

SWAPTE
Administration
Proposed 2019-20 Budget

ATTACHMENT #2

ADMIN BUDGET

	Approved Budget 2018-2019	Proposed Budget 2019-2020	Budget Comparison
EXPENSES			
Salaries, Taxes & Benefits	650,000.00	650,000.00	-
Net Labor Cost	650,000.00	650,000.00	-
Audit Expense	21,500.00	21,500.00	-
Computer Maintenance, Supplies, Software	20,000.00	15,000.00	(5,000.00)
Council Expense	2,000.00	1,500.00	(500.00)
Equipment, Rental	3,500.00	3,000.00	(500.00)
Equipment, Service and Repair	2,500.00	2,000.00	(500.00)
Facilities Rent	30,000.00	30,000.00	-
Insurance, Directors and Officers	7,050.00	7,050.00	-
Insurance, Errors & Omissions	3,360.00	3,360.00	-
Insurance, General Liability	1,000.00	1,000.00	-
Legal Expense	2,500.00	2,000.00	(500.00)
Office and Expendable Supplies	25,000.00	15,000.00	(10,000.00)
Office Equipment	1,000.00	1,000.00	-
Depreciation Expense	2,000.00	2,000.00	-
Postage, Shipping, & Delivery	1,000.00	1,500.00	500.00
Subscriptions and Memberships	2,000.00	1,000.00	(1,000.00)
Telephone and Internet	15,000.00	15,000.00	-
Training and Workshops	20,000.00	10,000.00	(10,000.00)
Travel-Local Mileage	1,000.00	1,000.00	-
Travel-Out of Area-Staff	42,109.00	25,000.00	(17,109.00)
Marketing/Economic Development	30,000.00	30,000.00	-
Monitor	60,000.00	50,508.00	(9,492.00)
Staff Support	40,000.00	1,000.00	(39,000.00)
Consultant Fee	10,000.00	5,000.00	(5,000.00)
Archive Recod Storage	1,160.00	1,160.00	0
Non Labor Cost	343,679.00	246,678.00	(98,101.00)
Total Expenses	\$ 993,679.00	\$ 895,578.00	\$ (98,101.00)

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5/20/2010

Cindy Nelms
Planning & Contracts

Planning and Oversight Committee

The committee met to discuss the State Strategic Plan and we have a deadline of 6/14/2019 to submit our Four-Year Plan back to the State.

The committee discussed low unemployment rates which is impacting our program. They talked about ways to encourage participants to cross the finish line so that we both gain. We are trying to enlighten parents and students on what an industrial job entails such as the type of environment, opportunities for advancement, pay, etc.

Mrs. Nelms mentioned Governor Ivey's Action Plan "Developing In-Demand Career Pathways 2017 – 2022" and distributed booklets for those in attendance to read at their leisure.

Speaking of youth programs the state has submitted a request for a waiver to the DOL to allow some flexibility in our youth funds and allow us to underwrite ITAs for youth which typically would only mean a very small hand full of young people who are not yet 18 at the time they want to enroll into a particular type of training. Having this flexibility will give us a chance to service slightly a broader group of young people, we are still awaiting to hear back from the State on this request.

The One Stop Committee

We are proud to announce the opening of two new career centers which we celebrated Jackson, and Gilbertown.

We received the new DOL contract of \$2,157,570.00 for 7/1/19 – 6/30/2020 which consist of a 2.2% cost of living raise that needs a motion. Mr. Anise called for a motion to approve the contract, a motion was made by Rickey Rhodes; and seconded by Gabe Peck; and the board unanimously approved the new DOL contract.

MOTION FOR CONTRACT APPROVAL

CONTRACT: ONE STOP OPERATOR CONTRACT
VENDOR: ALABAMA DEPARTMENT OF LABOR
START/END DATES: 7/1/19 HRU 6/30/20
COST: \$2,157,570.00

Note: The new contract reflects an increase of \$378,897 over the current year. The increase reflects costs associated with new facilities costs and upcoming cost of living pay increases of 2%.

Summary of services to be provided:

ADOL-ES as one-stop operator, has submitted a contract renewal proposal for costs associated with the operation of the Career Center System in our region. The contract clarifies how responsibilities will be carried out while demonstrating compliance with WIOA and corresponding regulations.

The chief role of the one-stop operator is to coordinate the service delivery of required participating one-stop partners and service providers in one-stop centers. ADOL-ES will fulfill the operator's role as holder of all one-stop center leases and provider of site management of the facility. In this operator role, core space is provided to partners and core partners are encouraged to establish a presence. ADOL develops cost agreements with partners, provides cost allocation and premises billing services to partners.

One-stop Core Partners include Voc. Rehab, Adult Basic Education, Department of Human Resources and staff providing services through the Workforce Innovation and Opportunity Act. (WIOA)

The ADOL Contract will cover program costs associated with One-Stop operations as well as for Service Delivery to job seekers and to businesses. These include but are not limited to:

- Community Outreach to businesses and individuals
- Intake and Assessment of participants seeking assistance in finding and securing employment
- Collaboration with businesses to develop and implement contracts for On-the-Job Training, Custom Training and Incumbent Worker Training.
- Referral of job seekers to training providers, community based agencies and other resources in the community that can help address identified barriers to the success of the participant.
- Reporting program data and following up with participants regularly to maximize and secure skills gains, job readiness, career plans and job placement and retention.

The State will call a special executive committee meeting after they receive the 3rd quarter performance report and at this time they will look at recertifying our WDB.

GeoSolution will be our new data collection system and we are in the discussion phase at this time.

ITA/OJT/Youth Committee

Ms. Nelms said that the committee reviewed the performance of our program and there were some concerns in this area Mr. Raine will speak about performance outcomes in more detail when he gives his report.

Now that employment is so low which is good; we have people coming into our programs that may have criminal backgrounds, childcare issues, transportation etc.; and this has been identified as a problem across the state.

A lot of energy is being invested on marketing models and going forward we will be focusing on success stories of employers and participants.

Since our last Board meeting we have initiated two youth apprenticeship programs, one with Austal and the other with Airbus. The Austal program was able to identify 4 WIOA eligible students of which 2 failed their drug test and the other 2 ended up dropping out because of attendance barriers; but the other 14 non-WIOA did complete and they are now at the front of the line for the apprenticeship jobs.

Airbus apprenticeship Flight Path 9 apprenticeship program just kicked off and we are sponsoring 13 of the 25 young people who are in this program. These young people will be given the opportunity to come and work for Airbus after high school if they complete the 9 months program. This program consists of 2 nights a week activity where the students will be learning job readiness and occupational credential skills. Once completed they will then receive 12 weeks of additional training along side other new hires at Airbus who is anticipating that these young people will be some of the foundational employees that will be building the new planes. Airbus has hired a full-time job coach to make sure that these young people are successful.

Airbus is also starting a program for inexperienced older adults called Fasttrack which is a twelve (12) week program and if they are successful, they can also build airplanes. Airbus is expecting to hire 400 – 600 people within the next 6 - 8 months.

Linemen Training classes – Bishop State is working with the State to get this program put on the Eligible Training Provider List (ETPL). Classes are scheduled to start in January 2020 and if approved we will be able to sponsor individuals who are eligible statewide not just those who live in Region 7.

Ms. Nelms asked Mr. Anise if she could get a motion to approve our Grant Agreement Packet 7/1/2019. Mr. Anise asked for a motion to approve the packet; motion made by Gabe Peck; and seconded by Charles Pharr; and the board unanimously approved the packet.

Ms. Nelms asked Mr. Anise if she could get a motion to approve the Audit Service contract for Mr. Robert Headrick, Jr., CPA, LLC. for the upcoming year. Mr. Anise asked for a motion to approve the Audit Service contract; motion made by Rickey Rhodes; and seconded by Stevie Anderson; and the board unanimously approved the contract.

Ms. Nelms asked Mr. Anise if she could get a motion to approve the Monitoring Services contract of Dr. Whitely of Growing Potential, LLC. to monitor our program for all nine counties within Region 7 for the upcoming year. Mr. Anise asked for a motion to approve the Monitoring Services contract; motion made by Rickey Rhodes; and seconded by Charles Pharr; and the board unanimously approved the contract

We put out a RFP to serve in-school youth which the Governor's office expressed a desire to see in-school youth resources invested. We advertised this proposal in the newspaper of all 9 counties within Region 7. We also informed our Career Centers and informed and made sure that the school systems in their area received a copy of the RFP. We received responses from Mobile Area Education Foundation (MAEF), Family Counseling Center of Mobile, USA, Goodwill Easter Seal, Chickasaw School System, CF Taylor Alternative School, Robertsdale H.S., Baldwin County H.S., and Bay Minette High School. A meeting is scheduled with post-secondary next week to talk about the Jobs for Alabama Graduates (JAG) program.

**In-School Youth Proposals
2019-2020 RFP**

Provider	Counties Served	Youth Enrolled	Proposed Budget	Average Score	Rank	
University of South Alabama	Mobile	20	\$91,790.00	97.6	1	Recommended for funding
Goodwill Easterseals	Mobile & Baldwin	25	\$126,936.00	96.8	2	Recommended for funding
Mobile Area Education Foundation	Mobile	40	\$137,287.45	84.4	3	Recommended for funding
Chickasaw Public Schools	Mobile	20	\$155,850.00	79	4	Not Recommended
Family Counseling Center	Mobile	75	\$105,925.82	63.6	5	Not Recommended
	TOTAL	135	\$399,043.27			
	TOTAL TOP 3	85	\$355,993.45			
Late Submissions						
JAG - Robertsdale	Baldwin	60	\$71,059.00			Pending review with State K-12
Jag - Bay Minette	Baldwin	40	\$70,159.00			Pending review with State K-12
	Total JAG Programs	100	\$141,218.00			
	Total Top 3 + JAG proposals	185	\$497,211.45			
Ala. Department of Rehab Services	All		\$100,000.00			Obligated per previous Board Approval
Airbus Youth Apprenticeship	Mobile		\$105,000.00			Obligated per previous Board Approval
	TOTAL 7 Programs		\$702,211.45			
	Max. In-School Funds Available		\$738,947.00			

The program proposals outlined above will be reviewed in detail with the ITA/OJT/Youth committee. In the event that a change is made that increases the amount of funding allocated to In-School Youth, that change will be reported to the Executive Committee for approval. We are requesting a motion be approved to authorize the ITA/OJT/Youth committee to review and approve final contracts for In-School youth with the agreement that funds obligated will not exceed the recommended total. If there are changes made to the contract amounts shown above, those changes will be reported to and approved by the Executive Committee.

**Youth Contract Renewals
Programs for 2019-2020**

Provider	Counties Served	2018 Budget	2019 Request	Change	2018 Proposed Enrollment	2019 Proposed Enrollment	Notes
Dearborn YMCA	Mobile	\$278,695.79	\$285,972.28	\$7,376.49	40	40	
DESI	Mobile, Clarke	\$740,766.00	\$840,166.00	\$99,390.00	110	110	Increase in budget reflects program establishing a full time site
Goodwill Easterseals	Mobile, Baldwin	\$207,026.00	\$290,927.00	-\$99.00	60	60	
Hope Place Family Resource Center	Escambia	\$143,795.00	\$149,655.00	\$5,860.00	40	40	Increase in budget reflects program increases to improve work based learning
Monroe County Community Development Corporation, Inc.	Monroe	\$191,245.00	\$216,705.86	\$25,460.86	25	15	Not recommended for renewal. Current program enrolled 9 participants. Proposed costs would make the cost per participant unreasonable.
Coastal Alabama Community College	Baldwin	\$94,562.89	\$102,782.00	\$8,219.31	60	60	
Bishop State Community College	Mobile	\$284,378.00	\$508,099.00	\$221,721.00	40	70	Recommend renewal with budget similar to 2018 and reduced number of enrollments
Reid State Technical College	Conecuh, Monroe, Escambia	\$219,338.92	\$279,618.84	\$60,479.92	25	35	Increased budget reflects larger number of participants to serve
Total		\$2,249,707.40	\$2,678,116.08	\$428,408.68	390	420	
Recommended Renewals			\$2,239,689.12			378	

The program proposals outlined above will be reviewed in detail with the ITA/OJT/Youth committee. In the event that a change is made that increases the amount of funding allocated to Out-of-School Youth, that change will be reported to the Executive Committee for approval. We are requesting a motion be approved to authorize the ITA/OJT/Youth committee to review and approve final contracts with the agreement that funds obligated will not exceed the recommended total. If there are changes made to the contract amounts shown above, those changes will be reported to and approved by the Executive Committee.

The program proposals outlined above will be reviewed in detail with the ITA/OJT/Youth committee. If a change is made that increases the amount of funding allocated to Out-of-School Youth that change will be reported to the Executive Committee for approval. A motion was requested to authorize the ITA/OJT/Youth committee to review and approve final contracts with the agreement that funds obligated will not exceed the recommended total. If there are changes made to the amount of the contract, they will be reported to the Executive committee for approval. After reading the proposal Mr. Anise asked for a motion to approve the request of the subcommittee; motion made by Charles Pharr; and seconded by Gabe Peck; and the board unanimously approved the proposal.

Mr. Anise called for a motion to approve the youth contracts for 2019 – 2020 in the amount of \$2,239,689.12; motion made by Rickey Rhodes; and seconded by Beth Hanks; and the board unanimously approved the youth contracts

FYI: Congratulations to DESI who will have a full-time site in Clarke County this coming year; and Reid State who has been successful in finding young people for their program and keeping them engaged.

Dr. Katherine Whitely – Growing Potentials

Region 7 Monitor

Dr. Whitely said that it has been an interesting year for her. She learned an interesting thing from Shirley Salter in Monroeville “I just love her she is awesome”. She learned that all 7 Career Centers uses common providers for ITAs, and she is going to contact the managers of the center and get a master list as to where the students are attending school.

Dr. Whitely said that she has learned a lot as well as made some mistakes; but she now has an On the Job Training (OJT) checklist as a guide which should make her job better next year. Dr. Whitely also shared with us that while she was monitoring the files, she found them to be very inconsistent; and said that if they were standardized it would make her job a little easier. Mr. Raine interjected and said that all files should have the same order per our checklist from the state. He told Dr. Whitely to let him know the individuals that are not standardizing their files and he would take the matter up with them for corrective action.

Dr. Whitely mentioned that the Business Service Representatives (BSR) are thorough and knowledgeable of their jobs. Ms. Barrett thanked Dr. Whitely for taking it easy on the staff and said if either she or her staff could be of assistance to feel free to call or shoot them an email.

Dr. Whitely then gave the following report and once again said how much she loves Shirley Salter; she is just insane with a wealth of knowledge”. She also thanked us for allowing her to do the job as Monitor for Region 7 and said that all the staff she spoke with was knowledgeable and helpful and she looks forward to next year 7/1/19 – 6/30/20.

SWAPTE Site Visit Update
May 29, 2019

Career Center	OJT	Youth	ITA	Alabama DoL
Bay Minette	Sexton Lawn and Landscape	CACC	Bishop State Community College	Contract Activities TBD
	Purdy Thangz, LLC		Reid State Technical College	
Brewton	None this year; OJT staff in training	Reid State	Coastal Alabama Community College	
		Hope Place Family Resource Center	SAAD Enterprises	
Monroeville	Lingo Management	Monroe Economic Development	Premier Truck Driving	
	Matrix Telecom		ESD Driving Academy	
Foley	Wave Medical Supply	N/A	C/V Instit of Ultrasound	
	Thirty Degrees North		USA Nursing Program	
	Gulf Coast Building Supply		Victory PD Center	
Jackson	City of Butler	N/A	Fortis College	
	GD Copper		Will poll each Center to see how many participants in each location; will visit each location to assess multiple career centers	
	Jackson Hardware			
	AM/NS Calvert			
Mobile	Mack Manufacturing	Goodwill Easter Seals		
	Threaded Fasteners	Bishop State Community College		
	Gulf Coast Tender Years	Dearborn YMCA		
			DESI	

Lessons Learned:

- **Learning how to do it:** developing checklists, establishing a site visit process, learning the SWAPTE system, making mistakes. This year has been a challenge.
- **The BSRs are the linchpins for the OJT projects**
- **Start earlier in the program year!**
- The Career Centers do an excellent job documenting projects and participants
- The majority of employers want to keep their OJT participants
- Youth programs are struggling to fill their slots
- There is some variation in files and documentation (file order vs ISP vs ISS)
- All centers share ITA resources
- It is time-consuming! Working with project managers' schedules is challenging. But so interesting!

Laura Bethea

Career Center

Ms. Bethea thanked the Region 7 staff for their dedication to the WIOA program and going out to the schools and recruiting students which is going well.

We served 1,126 clients under our Individual Training Accounts (ITA) for Adult, Dislocated Worker, and a few Youth); we have 76 On the Job Training (OJT) contracts with 193 participants; and we have served 293 youth which makes a total served this year of 1,612 as of April 30, 2019. Ms. Bethea said the staff has been busy enrolling new participants; and doing case management which consist of following our participants for a year.

Ms. Bethea explained the difference between obligated funds which are actual funds and gave an example of a nursing student who we can pay up to \$15, 000 toward their education. She said that they obligate the entire \$15,000 to get the student through the program. Ms. Bethea said that she anticipates over 2,000 participants will be enrolled by the end of the year 6/30/2019.



**REGION 7 TOTAL NUMBER OF INDIVIDUALS SERVED
JULY 2018 to APRIL 30, 2019**

INDIVIDUAL TRAINING ACCOUNTS (ITAs)		PARTICIPANTS 1126
ON THE JOB TRAINING (OJT)	CONTRACTS 76	193
YOUTH		293
TOTAL SERVED		1,612

**REGION 7
JULY, 2018 - APRIL 30, 2019**

Individual Training Accounts (ITA's)

	Obligated Funds	Actual	Participants
Adult	3,146,023.00	2,883,316.49	1075
Dislocated Worker	104,698.00	48,146.63	42
Youth	8,839.00	3,850.00	9
Total PY18	3,259,560.00	2,935,313.12	1126
Number Completed ITAs			468

On-The-Job Training (OJT)

	Obligated Funds	Actual	Number of Contracts	Participants
Total PY 18	1,627,852.67	772,988.70	76	193
Number Completed				130

Youth Providers

Name	Obligated Funds	Actual	Number Enrolled
Bishop State	\$284,378.00	\$34,059.00	27
Dearborn	\$278,596.00	\$155,184.00	41
DESI	\$740,766.00	\$367,254.00	71
Goodwill Easter Seals	\$297,026.00	\$181,781.00	58
Reid State	\$219,339.00	\$126,717.00	35
Auburn (Hope)	\$132,195.00	\$66,830.00	33
Coastal Community College	\$94,563.00	\$44,212.00	19
Monroe County	\$191,245.00	\$64,054.00	9
TOTAL YOUTH	\$2,238,108.00	\$1,040,091.00	293

Pam Ware

Marketing & Public Relations

Mrs. Ware directed our attention to the marketing snapshot handout and gave her report. Ms. Ware said that we recently signed a contract with lagniappe who will be featuring success stories for our region. She said that it has been a struggle getting success stories after the participant has completed their program of choice; and thought it to be more appealing getting the story as the participant moves along in the program.

Mr. Raine said that per his conversation with Commissioner Moye he would like to see success stories from their local community published in their local newspaper. Mrs. Ware commented that she has already contacted the local newspapers and has subscriptions with them but will make sure that Commissioner Moye's request is done throughout Region 7.

The Flight Path 9 Press Conference was well attended, and a lot of valuable information was communicated to those in attendance. SWAPTE was listed as being a contributor; and she was able to talk with some of the students about their experience that day which they majority responded "awesome".

Old Business

New Business

Appointment of a Nominating Committee to be done prior to Annual Board Meeting of 9/25/2019.

President's Remarks

Sydney Raine

Mr. Raine is in the process of setting up meetings with our Chief Elected Official presidents to give them a summary of our WFD activities.

The Transportation meeting that was scheduled at the State House May 28, 2019 was canceled and the new date and time is to be decided.

Mr. Raine went over the 3rd quarter performance report and pointed out that we did not meet our goal for DLW 78.8% but 69.4% he explained that this is a problem all over the state.

Youth credential attainment within a year after exit goal was 38.8% and we are at 31.5%. Mr. Raine said that he has met with the appropriate staff about the lack of data entry into the system and has told them that this isn't acceptable and expect this number to come into compliance immediately with the goal set by the state.

Southwest Alabama Partnership for Training and Employment
 PY18 Quarter 3 Performance
 Reporting Period through 3/31/2019

MEASURES	GOAL	Current Reporting Period	Previous Quarter	90% threshold
ADULT				
Entered Employment Rate 2 nd Quarter	77.0%	76.4%	75.7%	69.3%
Entered Employment Rate 4 th Quarter	73.5%	75.4%	76.7%	66.2%
Median Earnings 2 nd Quarter	\$5,550	\$6,341	\$6,200	\$4,995
Credential Attainment w/in Yr. after Exit	56.0%	67.7%*	54.7%	50.4%
Measurable Skill Gains	Goal not established	56.5%	59.9%	----

DISLOCATED WORKER

Entered Employment Rate 2 nd Quarter	78.8%	69.4%	72.9%	70.9%
Entered Employment Rate 4 th Quarter	75.0%	84.5%	87.5%	67.5%
Median Earnings 2 nd Quarter	\$6,700	\$7,859	\$8,483	\$6,030
Credential Attainment w/in Yr. after Exit	57.5%	71.4%*	43.6%	51.8%
Measurable Skill Gains	Goal not established	54.7%	53.4%	----

YOUTH

Placed in Employ/Education 2 nd Quarter	58.2%	56.0%	56.1%	52.4%
Retention Employ/Education 4 th Quarter	66.0%	60.1%	62.0%	59.4%
Median Earnings 2 nd Quarter	Goal not established	\$2,705	\$2,704	----
Credential Attainment w/in Yr. after Exit	38.8%	31.5%*	33.6%	35.0%
Measurable Skill Gains	Goal not established	28.5%	37.1%	----

BOLD: Exceeded Goal

RED: Failed to Meet

*Credential Rate calculated by DOL

[as of 5/7/19]

Local Area 7 Southwest Alabama Partnership for Training and Employment
 PY18 Quarter 3 Performance
 Reporting Period through 3/31/2019

MEASURES	GOAL	CUMULATIVE 4-QTR	Num/Den	90% threshold
ADULT				
Entered Employment Rate 2 nd Quarter	77.0%	76.4%	[439/575]	69.3%
Entered Employment Rate 4 th Quarter	73.5%	75.1%	[492/655]	66.2%
Median Earnings 2 nd Quarter	\$5,550	\$6,341		\$4,995
Credential Attainment w/in Yr. after Exit	56.0%	67.7%*	[N/A]	50.4%
Measurable Skill Gains	Goal not established	56.5%	[780/1381]	-----
DISLOCATED WORKER				
Entered Employment Rate 2 nd Quarter	78.8%	69.4%	[43/62]	70.9%
Entered Employment Rate 4 th Quarter	75.0%	84.5%	[82/97]	67.5%
Median Earnings 2 nd Quarter	\$6,700	\$7,859		\$6,030
Credential Attainment w/in Yr. after Exit	57.5%	71.4%*	[N/A]	51.8%
Measurable Skill Gains	Goal not established	54.7%	[00/00]	-----
YOUTH				
Placed in Employ/Education 2 nd Quarter	58.2%	56.0%	[172/307]	52.4%
Retention Employ/Education 4 th Quarter	66.0%	60.1%	[000/000]	59.4%
Median Earnings 2 nd Quarter	Goal not established	\$2,705		-----
Credential Attainment w/in Yr. after Exit	38.8%	31.5%*	N/A]	35.0%
Measurable Skill Gains	Goal not established	28.5%	[120/421]	-----

BOLD: Exceeded Goal

RED: Failed to Meet

*Credential Rate calculated by DOL-No numerators or denominators available

[as of 5/7/19]

Mr. Raine commented and said that Austal is onsite at the Mobile Career Center having a job fair.

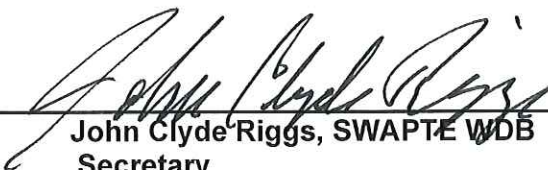
Mr. Raine and Secretary Fitzgerald Washington met with K.C. Pang at G.D. Copper and they have committed to work with him on the problems they are having with employment retention and training.

Mr. Raine said that we have been telling the story for some time now, but we can now say that businesses are calling on us; Airbus, Alabama Power, Austal, and G.D. Copper, etc., and we are establishing great partnerships.

Meeting adjourned 3:05 p.m.

Date: _____

APPROVED By: SWAPTE WDB


 John Clyde Riggs, SWAPTE WDB
 Secretary