

**MIDDLE GEORGIA WORKFORCE DEVELOPMENT BOARD  
YOUTH COMMITTEE MEETING  
FEBRUARY 16, 2023**

**MINUTES**

A meeting of the Middle Georgia Workforce Development Board Youth Committee was held at Noon, on February 16, 2023. The following were in attendance:

**Members Present:**

Clifford Holmes  
Tishua Green  
Sam Dorsey  
Juan Daniels  
Dan Brandon  
Keith King

**MGCI Staff Present:**

Terrell Mitchell  
Darrell Stillings  
Teresa Ragan

**Guests Present:**

There were none.

**WELCOME AND INTRODUCTIONS** – Chairman Clifford Holmes chaired the meeting. He called the meeting to order at 12:10PM and welcomed everyone. He thanked the members and guests for their participation in today’s meeting. There was a quorum present.

**MINUTES**

**1. Approval of the Minutes from the October 13, 2022 meeting Youth Committee Meeting.**

A motion was made by Tishua Green and seconded by Sam Dorsey to approve the October 13, 2022, minutes as written. There were no opposing votes and the motion carried by voice vote.

**OLD BUSINESS**

There was none.

**NEW BUSINESS**

- 1. Externship Days in Middle Georgia** — Darrell Stillings reported that Sabrina Phelps, the former principal at Houston County Career Academy, was hired part-time to partner with CTAE in each county to get teachers into local businesses to talk to their human resource department about what skills they’re looking for so the teachers can relay the information to their students to help them better prepare for the opportunities available to them in their communities. A list of dates that the event will be held in each county was provided and members were encouraged to let Mr. Stillings know if they would be available to attend so he can provide the time and location once it is determined.
- 2. Spring 2023 Career Compass Academy** – Darrell Stillings reported that the Career Compass online virtual WEX will be held again this year and starts February 27 and runs through March 31 for youth. He encouraged members to refer any youth interested in participating in the program.

- 3. Approval of Youth Program Elements 10/Comprehensive Guidance and Counseling** – Darrell Stillings provided copies of and discussed the State’s Youth Program Element 10: Comprehensive Guidance and Counseling WIG dated November 30, 2022. He explained that WIOA contains 14 youth program elements and the State issued WIG provides guidance on element 10. The WIG outlines the steps that case managers should take during the intake process and/or ongoing workforce process which are outlined as 1) assess for mental health indicators, 2) develop a plan of action for referral and 3) ensure continuity of services through follow-up. He explained that during the assessment process it is required that a mental health assessment tool be completed by the applicant. This tool asks the participant if they’ve used cigarettes, alcohol or abused drugs which could be incriminating. Therefore, it was recommended that the State be contacted to ask if the question could be removed or reworded to state that the participant has the choice to answer the question or not.

A motion was made by Sam Dorsey and seconded by Keith King to table this item until the next meeting. There were no opposing votes and the motion carried by voice vote.

- 4. Youth Expenditure Report** – Darrell Stillings provided copies of and discussed the Youth Expenditure Report dated December 31, 2022. He pointed out that we are currently spending the PY 21 grant which expires June 30, 2023. The report showed the original grant amount was \$612,576 and expenditures through this period was \$448,869 which left a balance of \$163,707. He also pointed out that all expenditures requirements are being met. Also provided were copies of the PY 22 grant report that doesn’t expire until June 30, 2024. The report showed there have been no expenditures made to the grant, which leaves the original balance of \$527,990.00.
- 5. Youth Enrollment and Performance Report** - Terrell Mitchell, MIS Coordinator, provided copies of and discussed the youth enrollment report dated February 9, 2023. She reported that as of the date of the report there were 39 actively enrolled, 27 are in job search, 10 closures entered and 13 have been exited for a total of 89 served.

Terrell Mitchell also provided copies of and discussed PY 2022 2<sup>nd</sup> Quarter Performance Report dated February 9, 2023. She reported that all measures are being met except the Measurable Skills Gain and we have until June 30, 2023 to meet this measure.

### **MATTERS FROM THE FLOOR**

Chairman Holmes thanked everyone for participating again. Sam Dorsey commended staff for the good job. Chairman Holmes and Juan Daniels agreed.

### **MATTERS FROM THE EXECUTIVE DIRECTOR**

- Next Scheduled Meeting* - The next meeting is scheduled for April 13, 2023, at noon, at the Middle Georgia Consortium office.

### **ADJOURNMENT**

There was no further business and the meeting was adjourned at 12:59PM.