

**MIDDLE GEORGIA WORKFORCE DEVELOPMENT BOARD
YOUTH COMMITTEE MEETING
AUGUST 16, 2018**

MINUTES

A meeting of the Middle Georgia Workforce Development Board Youth Committee was held at Noon, on August 16, 2018, at the Middle Georgia Consortium, Inc., located at 124 Osigian Blvd., Suite A, in Warner Robins, Georgia. The following were in attendance:

Members Present:

Dan Brandon
Tishua Green
Clifford Holmes
Mary Ann vanHartesveldt

MGCI Staff Present:

Teresa Ragan
Terrell Mitchell
Terry Robertson
Darrell Stillings

Guest Present:

Teresa Tripp – In-the-Door, LLC

WELCOME AND INTRODUCTIONS – Chairman Clifford Holmes chaired the meeting and at 12:07PM he called the meeting to order and welcomed everyone. Introductions were made around the room. There was not a quorum present.

MINUTES

1. Approval of Minutes from the June 14, 2018, Youth Committee Meeting

A motion was made by Mary Ann vanHartesveldt and seconded by Tishua Green to approve the minutes of the June 14, 2018, meeting of the Middle Georgia Workforce Development Board Youth Committee with correction to page 2, Item 2., which should read ...work with youth...and ...program is volunteer and serves.... There were no opposing votes and the motion carried by voice vote.

OLD BUSINESS

There was none.

NEW BUSINESS

1. Introduce New Youth Services Specialist – Darrell Stillings introduced Terry Robertson as the new Youth Services Specialist and Mr. Robertson spoke of his over 25 years of experience working with youth programs.

2. Contactor Report – Darrell Stillings provided the following contractor updates:

- Contractor Updates –
 - CGTC Youth Contract – Darrell Stillings reported that CGTC initially had part-time staff so the budget was reallocated to support two full-time staff. Currently have seven enrollments with one pending enrollment.
 - In-the-Door Youth Contract – Darrell Stillings turn the floor over to Teresa Trip, of In-the-Door. She reported that she came on board with In-the-Door on July 18, 2018. She reported that she has pin pointed five location for recruitment which she listed as Crawford County Library on Thursday from 1PM until 4PM, Pulaski County Housing Authority on Friday from 10AM until 2PM, Putnam County Library on Tuesdays from 1PM until 4PM, Twiggs Public Library on Monday from 10AM Until 2PM, East Wilkinson County Library on Wednesday from 1PM until 4PM. She does not have regular hours established but is visiting all DFCSs and Health Departments. She reported that she is also meeting with judges on Tuesday who regarding mandating GED. She also reported that In-the-Door has added a part-time recruiter to assist with recruiting efforts throughout the counties being served.
 - Paxen Learning Services - Darrell Stillings reported that Paxen is currently transitioning out and the 28 enrollees are being transferred to the Consortium and Nivea Randolph will be their case manager. She is working with them one-on-one to make the transition a success. Paxen will officially close their Warner Robins location at the end of August and their Milledgeville location will close at the end of September.

Plans to Coordinate with the Youth Challenge Program – Darrell Stillings reported that Terry Robertson and Gabriel O’Sirus attended a meeting with Youth Challenge staff at both the state and local level to discuss details of partnering with them to provide paid work experience to the 130 participants they have enrolled. Hopefully, a finalized plan can be presented to the committee at the October meeting.

3. **Youth Expenditure Report** – Darrell Stillings provided copies of and discussed the youth expenditure reports for PY 16 and PY 17 grants, which are operated on a first in first out accounting method. The reports showed expenditures through June 30, 2018 as follows:

Program Year	Amount of Available Funds (Less Any Transfers) for Report Period	Total Expenditures	Balance	Grant Ending Date
2016	\$ 908,784.00	\$ 908,784.00	\$ 0.00	6/30/2018
2017	\$ 810,733.00	\$ 52,224.38	\$ 758,508.62	6/30/2019
Total	\$1,719,517.00	\$ 861,449.28	\$ 858,067.72	

Darrell pointed out that the PY 2016 grant has been fully expended and that all spending requirements were met for the grant.

4. **Youth Enrollment Report** - Terrell Mitchell, MGCI MIS Coordinator, provided copies of and discussed the status of the youth enrollments for both PY 2017 and PY 2018. She reported that 76 youth were served during PY 2017 with 26 of them obtaining a credential and 8 being employed at follow-up. She reported that the total number being served thus far for PY 2018 is 65. She also provided copies of a youth enrollment-by-county report for PY 2017.
5. **Youth Performance Report** – Terrell Mitchell, MIS Coordinator, provided copies of and discussed the PY 2017 Youth Performance Report through June 12, 2018, which doesn't include the 4th quarter. She pointed out that two of the three measures are being met. We are currently not meeting the Credential Attainment measure which was negotiated at 84.5% and our achievement thus far is 59.2%. Our overall performance is 101.8% therefore we are meeting our performance.

MATTERS FROM THE FLOOR

There were none.

NEXT SCHEDULED MEETING

1. *Next Meeting* –The next meeting is scheduled for October 18, 2018, at Noon, at the Middle Georgia Consortium office.

ADJOURNMENT

There was no further business and the meeting was adjourned at 12:43PM.