

**MIDDLE GEORGIA WORKFORCE DEVELOPMENT BOARD
YOUTH COMMITTEE MEETING
OCTOBER 15, 2020**

MINUTES

A meeting of the Middle Georgia Workforce Development Board Youth Committee was held at Noon, on October 18, 2020 via online teleconference. The following were in attendance:

Members Present:

Clifford Holmes
Tishua Green
Keith King
Dan Brandon
Juan Daniels
Patrick Manuel
Andre' Washington
Carolyn Robertson

MGCI Staff Present:

Terrell Mitchell
Darrell Stillings
Teresa Ragan
Ashlee McIver
Tiffany Callaway

Guests in attendance were as follows:

Melodi Robinson, CGTC
Dr. Ulrica Jones, Eventual Success

WELCOME AND INTRODUCTIONS – Chairman Clifford Holmes chaired the meeting and he called the meeting to order at 12:14 PM and welcomed everyone. There was a quorum present.

MINUTES

1. Approval of the Minutes from the June 18, 2020 meeting Youth Committee Meeting.

A motion was made by Tishua Green and seconded by Dan Brandon to approve the June 18, 2020, minutes as written. There were no opposing votes and the motion carried by voice vote.

OLD BUSINESS

There was none.

NEW BUSINESS

- 1. Local Strategic Populations Policy** – Darrell Stillings provided copies of and discussed the Local Strategic Populations Policy created by the One-Stop Committee. He reported that the policy has been submitted to and approved by the full WDB and the LEO at their August meeting. He explained that as required by law the policy outlines how to identify special populations and how they will be served.
- 2. Youth Policy and Procedure Updates** - Darrell Stillings provided copies of and discussed the updated Youth Policy and Procedures. He explained that the policy was revised to include everything service providers need to serve youth.

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A motion was made by Keith King and seconded by Andre' Washington to approve the Youth Policy and Procedures as presented. There were no opposing votes and the motion carried by voice vote.

- 3. Approval of Revised ITA Policy** - Darrell Stillings provided copies of and discussed the revised ITA Policy. He explained that since military personnel pay into the GI Bill we cannot mandate that they use it before WIOA, therefore, the policy was revised to remove the requirement.

A motion was made by Tishua Green and seconded by Keith King to approve the revised ITA Policy as presented. There were no opposing votes and the motion carried.

- 4. Approval of Revised Work Experience Policy** - Darrell Stillings provide copies and discussed the revised Work Experience Policy. The policy was revised to define the work hours for Out-of-School as 60 hours per week and In-School Youth as 20 hours per week and to also allow for additional hours during the summer if funds are available. It was further revised to allow for virtual work if a supervisor is available and to also include the Worksite Nonfinancial Agreement.

A motion was made by Tishua Green and seconded by Keith King to approve the revised Work Experience Policy as presented. There were no opposing votes and the motion carried.

- 5. Approval of Performance Measures** – Darrell Stillings provided copies of and discussed the PY 20 & PY 21 Performance Measures. He explained that the measures were negotiated with the State last month and he pointed out that most measures did increase.

A motion was made by Dan Brandon and seconded by Juan Daniels to accept the PY 20 & PY 21 Performance Measures as presented. There were no opposing votes and the motion carried by voice vote.

- 6. Youth Monitoring Schedule** – Tiffany Calloway, MGCI Compliance Specialist, provided copies and discussed the PY 2020 Monitoring Schedule, which included both youth service providers and worksites. The scheduled showed that both Eventual Success and Central Georgia Technical College will be monitored quarterly and youth worksites will be monitored annually.

A motion was made by Tishua Green and seconded by Keith King to accept the Youth Monitoring Schedule as presented. There were no opposing votes and the motion carried by voice vote.

7. Contractor Reports -

- *Central Georgia Technical College* – Melodi Robinson, CGTC, provided and discussed an updated report. She reported that 18 participants are enrolled in credit classes and one student is in the process of becoming a staff member of CGTC.

A motion was made by Keith King and seconded by Tishua Green to accept the information as given. There were no opposing votes and the motion carried by voice vote.

- *Eventual Success, LLC* – Dr. Ulrica Jones reported that efforts are continuing in all counties to recruit OSY participants. Two youth have been enrolled in Peach County and four additional youth are slated to take the TABE assessment test. Staff are

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attending County Commissioner's and City Council meetings and flyers have been distributed in all counties.

A motion was made by Juan Daniles and seconded by Dan Brandon to accept the information as given. There were no opposing votes and the motion carried by voice vote.

- 8. Youth Expenditure Report** – Darrell Stillings handed out an updated youth expenditure report dated August 31, 2020 for PY 2019 funds. The report showed that there was \$710,251.00 in available funds and 379,487.86 had been expended leaving a balance of \$330,763.14. It also showed that all spending requirements are being met.

A motion was made by Keith King and seconded by Dan Brandon to accept the Youth Expenditure Report as presented. There were no opposing votes and the motion carried by voice vote.

- 9. Enrollment and Performance Report** - Terrell Mitchell, MIS Coordinator, provided copies of and discussed the youth enrollment report dated October 8, 2020. The report showed that a total of 233 youth participants are being served and out of that total 135 are active, 86 are in job search, closure has been entered for 14.

Terrell Mitchell also provided the PY 2019 4th Quarter Performance report dated October 8, 2020, which showed all youth performance measures being met.

A motion was made by Dan Brandon and seconded by Tishua Green to accept the Enrollment and Performance Report as presented. There were no opposing votes and the motion carried by voice vote.

MATTERS FROM THE FLOOR

There was none.

NEXT SCHEDULED MEETING

- Proposed PY 2020 Meeting Schedule* –The proposed meeting scheduled showed the next meeting is scheduled for December 3, 2020, at Noon, at the Middle Georgia Consortium office contingent on the Governor lifting the State of Emergency. If State of Emergency is not lifted by the Governor then the meeting will be held virtually again. Also the annual state monitoring is scheduled to be conducted virtually during this time and hopefully it will not interfere with meeting date.

ADJOURNMENT

There was no further business and Chairman Holmes thank everyone for participating and adjourned the meeting at 12:53PM.

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