

**NEMO Workforce Investment Board
YOUTH COUNCIL
Meeting Minutes**

April 24, 2009

PRESENT:

Youth Council Members:

Debbie Akright, Division of Youth Services
Deborah Atkinson, Dynamic Educational Systems, Inc.
Denise Bennett, Macon County Economic Development
Emmett Garner, Missouri AFL-CIO
Laura Melling, Youth Participant
Alonna Murphy, 10th Circuit Juvenile Office

Guests:

Krystal Collins, Boonslick RPC
JoAnn Toerper, Boonslick RPC
Sheree Prebe, Gamm, Inc.

NEMO Workforce Investment Board Staff:

Brandi Glover
Sharon Hillard

MEETING CALLED TO ORDER

Vice Chairperson Debbie Atkinson called the April 24, 2009, Northeast Missouri Workforce Investment Board (NEMO WIB) Youth Council (YC) meeting to order at approximately 10:00 a.m. at the Monroe County University of Missouri Extension Center in Paris, Missouri.

ROLL CALL AND SIGNATURE SHEET

Sharon Hillard took roll call. Six Youth Council members were present, and a quorum was established. A signature sheet was signed by all individuals.

APPROVAL OF AGENDA

Emmett Garner made a motion to approve the agenda. Alonna Murphy seconded the motion, and the motion was approved.

APPROVAL OF THE YOUTH COUNCIL MINUTES

Emmett Garner made a motion to approve the November 4, 2008, meeting minutes. Debbie Akright seconded the motion and the motion was approved.

YOUTH SERVICE PROVIDERS REPORTS & UPDATES

Brandi provided reports for the Youth Service Providers. She then reviewed a MO Performs report that contained youth service provider tracking data provided from the state. Brandi cautioned that there may be some inaccuracies in the report data. JoAnn said she was pretty sure that the supportive services numbers in the report were incorrect.

Sheree passed out and reviewed Gamm's Quarterly Performance Recap that was compiled from data Gamm tracks locally. Sheree said Gamm had exited 21 since July 1, 2008, and they need to spend approximately \$60,000 out of each budget before June 30 to get to their 80 percent level. Sheree talked about Gamm's Summer Youth Program, and said they are looking at serving over 200 individuals. They are talking to all the schools, and they have a big staff meeting scheduled for Wednesday. One of the things they have planned is for their summer youth to work with a teacher at Hannibal Vo Tech who is going to do a computer refurbishing class. She said they are asking for computer donations (Gamm currently has a lot in storage they hope to be able to donate) for this project. They also hope to be able to hold a Lego class through the MO University Extension for the youth. Sheree said staff is going out to the parks and cities to see if they are interested in employing the youth, and currently they have enough work for the crews for about eight weeks. They are currently looking to see how many kids their dislocated workers have that may be eligible. They are also going to try to do some advertising, and Brandi is sending out some things to the papers. Sheree said it was wonderful to get all the extra funds but there are consequences to getting them and it will be a lot of work.

Brandi passed out and reviewed information regarding the Summer Youth Employment Program. She said the program would provide work experiences for youth ages 14-24. She explained that the marketing information provided by the state says that the target age is 16-24 because that is the age group they would like to target most for the work experiences. However, there are some different kinds of activities that can be provided for youth that are 14-15. Sheree added that due to child labor laws youth ages 14-15 cannot be placed in the work experiences, but they can be given opportunities in situations such as the computer refurbishing classes and

classroom setting types of environments. Brandi explained the application process for interested youth and businesses via the state provided website or 1-800 number and said flyers had been posted in all of the schools.

Denise said Darla Dwiggins had given a presentation regarding the Summer Youth Program at their board meeting, and several of the business owners were very excited about the opportunity. She said she would follow up with them to see if they had gone to the website to apply.

JoAnn reviewed some of the things Boonslick had done to get ready for the Summer Youth Program. She said due to space issues they had moved their GED class across the street into another building. They had hired another staff person April 6 to help Krystal with the youth, and they hired two additional staff that will start Monday to help implement the summer program. JoAnn passed around an orientation they plan to use with the kids for the YC to review. She said they plan to hold these orientations (which are Power Point presentations) in each of their counties to talk to the high school kids and to target out-of-school youth; this will also be used with the youth when they come into their center. She said they have updated their paperwork to include the Next Generation and Green Job logo, and the youth will be given a packet of paperwork when they come in to the orientation to take home to discuss with their families. JoAnn said they have orientations scheduled for next Monday through Thursday, and they plan to start the enrollment process on Friday. They have scheduled their Workplace Readiness classes to begin at the career center the second or third week of May. She said they are reviewing the curriculum the WIB is purchasing for the subcontractors to use for classroom training, and they are hoping to supplement the curriculum with another one they purchased last year called Life Skills Practice along with the Alchemy module. She said they have spoken with some county and city government agencies to see if they would be interested in setting up some of work experiences in their offices. She said the Department of Conservation is interested. The schools have a list of worksites they want done, and they are aware of other businesses owners in the area that they plan to refer to them as well. JoAnn said press releases are being sent out, and they are thrilled to have this opportunity.

JoAnn said she was a little shy of where she would like to be on her budget for this year. However, she has a few kids that are going to be looking at signing up for summer school classes that they will be funding along with ITA and some summer work experiences, so she didn't think there would be a problem meeting their 80% expenditure requirement.

Emmett asked if there were any programs for youth who do not meet the eligibility requirements for the Summer Youth Program. He said some kids out there are doing all the right things, but they don't have the money or the opportunities to get these advantages. Brandi said, unfortunately, the stimulus funds have the same eligibility requirements as the WIA program funds, and we can only target youth who meet those requirements. Sheree explained that we requested that the requirements of the barriers be lifted or softened to include some of these youth, but that request was denied. JoAnn added that the Youth Council is trying to find grant opportunities that will allow us to target other youth as well.

YOUTH COUNCIL RECOMMENDATION FOR EXTENSION OF YOUTH CONTRACTS AND SUMMER YOUTH EMPLOYMENT PROGRAM

Brandi passed out the Workforce Investment Board's monitoring report of Boonslick and Gamm youth files. She said the monitoring went very well, and there were very few errors and only one concern.

JoAnn said after she experienced the first monitoring over a year ago, Boonslick completely revamped everything. They got new files, labels, reviewed the whole process and set down to see where their weaknesses were. Then they put a check list in place to eliminate having monitoring concerns again. She said she felt that WIB staff was pleased with what they saw and she felt very good with the report. JoAnn said the one concern that was noted in the report regarded the fact that the out-of-school youth must be assessed to determine if they are basic skills deficient within 60 days of the first youth program service. She said their youth was enrolled at the Division of Youth Services in Montgomery County. At that time, she was unaware there was going to be so many hoops to go through to get that individual to come in the office. The approval process took months to complete, and they missed their 60 day requirement. JoAnn said they now have a process set up by which youth will be tested by another facility before they are enrolled in the program so they will not miss their 60 day requirement.

The subcontractors left the meeting, so the Youth Council could discuss the recommendation to extend their contracts. After further discussion Brandi asked for a motion to recommend to the Workforce Investment Board that Gamm's contract to provide the youth services in the Mark Twain and NEMO sub regions be extended for one year.

Emmett Garner made a motion to recommend the extension of Gamm's contract for one year. Debbie Atkinson seconded the motion and the motion passed with all in favor.

Brandi asked for a motion to recommend to the Workforce Investment Board that Boonslick RPC's contract to provide the youth services in the Boonslick sub region be extended for one year.

Emmett Garner made a motion to recommend the extension of Boonslick RPC's contract for one year. Debbie Akright seconded the motion, and the motion passed with all in favor.

EXECUTIVE COMMITTEE NOMINATIONS

Brandi said Penny has been a member of the Youth Council since it began, and she is currently the Chair. During Penny's tenure she has been either the Chair or Vice Chair, and she has expressed that she does not wish to remain on the Executive Committee. Brandi said the Youth Council is suppose to elect new officers every three years, and it is time for us to nominate new candidates for the positions of Chair, Vice Chair and Secretary Treasurer (our Executive Committee). Brandi said Mark Chambers said if no one else wished to take the position, he would continue as the Secretary Treasurer.

After further discussion the members decided to nominate Mark Chambers as Secretary Treasurer, Debbie Akright as Vice Chair, and either Terri Jones or Denise Bennett as Chair. Brandi said she would contact Terri to see if she was interested in the position.

STRATEGIC PLAN COMMITTEES

Brandi said everyone had been provided a copy of the Strategic Plan. She said she plans to revamp it so that it looks a little more like the WIB's Strategic Plan, and she is still working on that. She provided everyone a list of the committees that were decided on at the last Youth Council Strategic Planning session meeting. She said they were not officially approved committees, but she had spoken to some of the members about where they were placed, and she asked anyone who had any recommendations or wished to make any changes to let her know. She said the Youth Council wanted to place a youth on each committee. However, currently we have only one youth member, and we felt that would be too much for her. We would also like to look at YC recruitment at some point to try to increase our youth membership. Brandi said she would probably be talking to Sheree and JoAnn to see if we could get some more youth to participate if the members still wish to do that.

OTHER BUSINESS

Emmett mentioned that he would be 65 in 3 months, and he was going to retire. He said he was still going to be involved, and he hopes to finish his education.

Debbie Atkinson said after 24 years with Job Corp, she will be resigning from her position in two weeks. Debbie said she still loves working with the kids, and she was very interested in some of the positions created by the Summer Youth program.

Emmett asked about the apprenticeship program and Brandi said there is a push for it now, and it is on the WIB's radar.

SET NEXT MEETING DATE/LOCATION

The next meeting date was set for 10:00 a.m. on June 12, 2009 in Paris, MO.

ADJOURNMENT

Emmett Garner made a motion to adjourn the meeting. Debbie Atkinson seconded the motion, and the meeting adjourned at approximately 11:55 p.m.

Respectfully Submitted By:

Mark Chambers