

**Northwest Georgia Workforce Development Board
Youth Committee Meeting–Noon
Wednesday, January 13, 2016, Noon
Georgia Northwestern Technical College, Calhoun, GA**

Minutes

Council Members Present:	Council Members Absent:	Guests & Staff:
Ben Arp Gail Brown Robb Gilstrap Beth Kelley Curtis Kingsley Eric Waters	Erica Campbell Gina Reilly* Angie Robinson* Dianne Scoggins Gregory Wooten <i>*resigned</i>	Lisa Adkisson Karla Conetta Brenda Davis Gwen Dellinger Patti DuBois Susan Gentry Kathryn Harris Tammy Helbing Lesia Lambert Terri Morgan Tammy Pence Judy Siddall Janice Tipps

Beth Kelley, Chairman of the Youth Committee, called the meeting to order.

Ms. Kelley informed those present that since there were only two Youth Committee Members present at the last meeting, the minutes for the September 9, 2015 needed approval, as well as the minutes for the meeting on November 11, 2015. Eric Waters made the motion to approve. Curtis Kingsley seconded. Motion carried unanimously.

Karla Conetta informed those present that a Youth performance report was included for review (attached). She stated that the performance included was for PY14 with the exception of the enrollments. She informed those present that overall, performance was good for all providers. Gail Brown made the motion to approve the report. Curtis Kingsley seconded. Motion carried unanimously.

Gwen Dellinger presented the Youth Committee By-Laws to the Committee for review. She stated that the membership portion of the By-Laws had been taken directly from the law. She also noted that a section on the State's code of conduct and conflict of interest policy had been included along with an affidavit that each Youth Committee member would be required to sign. Curtis Kingsley made the motion to accept the revised By-Laws. Eric Waters seconded. Motion carried unanimously.

Ms. Kelley then noted that the Committee was in need of a Vice-Chairman and Secretary. She asked for nomination from the floor for Vice-Chairman. Ben Arp nominated Curtis Kingsley, who agreed to serve. With no other nominations from the floor, Ms. Kelley asked for a motion to nominate Mr. Kingsley. Mr. Arp made the motion. Eric Waters seconded. Motion carried unanimously.

Ms. Kelley then asked for nominations to fill the Secretary position. There being no nominations, Eric Waters volunteered to serve. With no further nominations from the floor, Ms. Kelley asked for a motion

to nominate Eric Waters for secretary. Gail Brown made the motion. Curtis Kingsley seconded. Motion carried unanimously.

Ms. Kelley then turned the meeting over to Curtis Kingsley for the presentation of the Youth On-the-Job Training Recommendation. Susan Gentry explained to the Committee that through the Georgia Department of Labor's recent proposal for Work-Based training services they have agreed to provide On-the-Job training services to eligible Out-of-School Youth beginning April 1, 2016. Participants will be recruited and determined eligible by WIOA Youth Providers and then referred to the GDOL OJT Staff for placement in an OJT position. The OJT staff will provide only On-the-Job Training and Career Guidance services (while in training). All other services required under the youth funding title will be provided by the youth provider. She stated that staff requested approval to provide Youth funding to the Georgia Department of Labor to be utilized for WIOA Youth OJT training as indicated below:

	Minimum Participant Slots	GDOL Contract Funds	Worksite Reimbursement Funds	Total Youth Funds to be allocated for OJT not to exceed
April 1, 2016 – June 30, 2016	10	\$18,173	\$31,827	\$50,000
July 1, 2016 – June 30, 2017	25	\$72,228	\$71,280	\$143,508
Total	35	\$90,401	\$103,107	\$193,508

Curtis Kingsley asked how long the youth would be employed. Ms. Gentry stated that it was hoped and expected that OJT participants would be hired permanently, if deemed suitable. Gail Brown asked what age range of youth would be served. Lesia Lambert replied that the youth served would be 18-24 years of age. Ms. Brown also asked if a list of employers was available. Ms. Gentry explained that the OJT staff worked individually with each participant and employers to find suitable matches for each participant and job. Eric Waters made the motion to approve the request as noted above. Gail Brown seconded. Beth Kelley abstained (due to her part-time employment at Georgia Department of Labor). Motion carried without dissenting vote.

Ms. Lambert provided the “Northwest Georgia Regional Commission Youth RFP Projections” (attached) to those present. She stated that sufficient funds were available for the Youth RFP recommendations, “Proposal Summary-Youth,” attached. Ms. Lambert stated that in order to be considered competitive, a proposal must score a minimum of 335. Ms. Lambert also noted that one proposal, A Healing Journey Counseling and Consultation, LLC, was found to be unresponsive.

Ms. Lambert stated that staff recommended the approval of the proposals, slots, and contract costs (as indicated below) with flexibility to move funds between in-school and out-of-school funding streams (contingent upon successful contract negotiations and on funds received from the Georgia Department of Economic Development Workforce Division) and placing ResCare Workforce Services on a contingency list.

PROPOSING AGENCY	COUNTY (IES) SERVED	ACADEMIC TRAINING	WORK-RELATED TRAINING	TOTAL SERVED OUT-OF-SCHOOL	TOTAL SERVED IN-SCHOOL	COST PER PARTICIPANT	TOTAL AMOUNT REQUESTED	EVALUATION SCORE	RECOMMENDATION
Rome BOE	Floyd	X	X		35	5,931	\$ 207,572	357	Staff recommends approving a minimum of 35 slots not to exceed \$207,572 in contract program cost, contingent upon funds received from Georgia Department of Economic Dev. Workforce Division.
Georgia Northwestern Technical College	Dade, Walker, Chattooga, Catoosa, Floyd	X	X	200		4,648	\$ 929,512	400	Staff recommends approving a minimum of 200 slots not to exceed \$929,512 in contract program cost, contingent upon funds received from Georgia Dept. Of Economic Dev. Workforce Division.
Paxten Learning Center	Bartow, Paulding, Haralson	X	X	90		4,439	\$ 399,492	363	Staff recommends approving a minimum of 90 slots, not to exceed \$399,492 in contract program cost, contingent upon funds received from Georgia Dept of Economic Dev. Workforce Division.
Endless Opportunities, Inc.	Whitfield, Gordon, Murray Catoosa	X	X	80		6,015	\$ 481,164	345	Staff recommends approving a minimum of 80 slots, not to exceed \$481,164 in contract program cost, contingent upon funds received from Georgia Department of Economic Dev. Workforce Division.
Chattooga BOE	Chattooga	X	X		30	5,070	\$ 152,109	378	Staff recommends approving a minimum of 35 slots not to exceed \$152,109 in contract program cost, contingent upon funds received from Georgia Department of Economic Development Workforce Division.
Fannin BOE	Fannin	X	X		30	3,985	\$ 119,554	400	Staff recommends approving a minimum of 30 slots, not to exceed \$119,554 in contract program cost, contingent upon funds received from Georgia Department of Economic Development Workforce Division.
Gilmer BOE	Gilmer	X	X		35	4,082	\$ 142,875	380	Staff recommends approving a minimum of 35 slots, not to exceed \$142,875 in contract program cost, contingent upon funds received from Georgia Department of Economic Development Workforce Division.
ResCare Workforce Services	Bartow, Chattooga, Catoosa, Fannin, Gilmer, Floyd, Polk, Walker, Dade, Haralson, Paulding, Pickens Gordon, Whitfield, Murray	X	X	400		4,500	\$ 1,800,000	338	Staff recommends placing on contingency list

Patti Dubois noted that the cost per participant, when multiplied by the total slots, did not match the total amount requested. Ms. Lambert stated that the amount requested was correct and that there was a mathematical error in the cost per participant. She stated that all other total amounts requested were also correct and that staff would double check all the cost per participant amounts. Eric Waters made the motion to accept the recommendations of staff. Gail Brown seconded. Motion carried unanimously.

Ms. Lambert informed those present that two Youth Committee Members had resigned and that staff was in the process of filling these vacancies and that one nomination had been received from Karen Faircloth, Director of Professional Learning/School Improvement, NWGA RESA, for Starr Dees, Administrative Assistant/PL and SI, NWGA RESA. Curtis Kingsley made the motion to accept this nomination. Eric Waters seconded. Motion carried unanimously.

Jessica Trivino, Director of Northwest Georgia, Junior Achievement, presented information to the Youth Committee regarding Junior Achievement (handouts attached).

There being no further business, the meeting was adjourned.