

**Northwest Georgia Workforce Development Board
 Youth Committee Meeting–Noon
 Wednesday, November 4, 2020, 11:00 a.m.
 Via GoTo Meeting**

Minutes

Council Members Present: Ben Arp LaDonna Collins Nancy Edwards Beth Kelley Molly Majestic Eric Waters	Council Members Absent: Curtis Kingsley Lynn Rousseau	Guests & Staff: Karla Conetta Derrick McDaniel Tammy Helbing Lesia Lambert Cindy Martin Terri Morgan Courtney Rouse Anthony Rucker
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Beth Kelley called the meeting to order. Ms. Kelley informed those present that Minutes from the September 9, 2020 meeting had been emailed (attached). Eric Waters made the motion to approve the minutes. Nancy Edwards seconded. Motion carried unanimously.

Derrick McDaniel presented those present with a nomination from J.R. Davis, CEO, Boys and Girls Club of Northwest Georgia, for April Sams, Club Director and Training Coordinator, Boys and Girls Club of Northwest Georgia (form attached). Ben Arp made the motion to accept this nomination. Eric Waters seconded. Motion carried unanimously.

Anthony Rucker updated the Committee on the status of expenditures and available funds. He stated that a report was not available at this time.

Mr. McDaniel informed those present that, in order to meet WIOA regulations of spending 20% percent of program funds in a work experience component, Northwest Georgia Workforce Development had added a Virtual Youth Work Experience program. The Youth Work Experience policy (attached) was updated to include language regarding the virtual work experience and a stipend payment for participation in an unpaid Work Experience virtual classroom. Activities includes a work readiness module, live webinars, and employability skills training. The Stipend would be a one-time payment that must not exceed \$200 per qualifying weeks of the unpaid Work Experience activities. The Stipend would be issued through a uniform payment system (fixed payments) to a participant for the Virtual classroom-based learning and job shadowing activities. Successful completion of weekly activities will be documented as the basis of stipend payment. This policy will be retroactive to October 12, 2020. Mr. McDaniel stated that it was staff’s recommendation to approve this policy. Ms. Kelley agreed that the virtual work experience program was needed during the pandemic. Ben Arp made the motion to approve

this policy change and the addition of a virtual work experience component and stipend. Eric Waters seconded. Motion carried unanimously.

Karla Conetta provided a performance report and youth enrollment report (attached). She noted that our area met all areas of youth performance. She also added that enrollments were low due to the effects of COVID but that staff would provide technical assistance as needed.

Lesia Lambert gave an update on the Workforce Development Board response to the pandemic. Ms. Lambert informed members of the Youth Committee that the youth providers were working to meet the needs of their participants. Ms. Lambert concluded that the youth providers and staff were doing the best they could under these circumstances and staff would continue to provide technical assistance as needed.

There being no further business, the meeting was adjourned.