

**MIDDLE GEORGIA WORKFORCE INVESTMENT BOARD  
YOUTH COMMITTEE MEETING  
AUGUST 17, 2017**

**MINUTES**

A meeting of the Middle Georgia Workforce Investment Board Youth Committee was held at Noon, on August 17, 2017, at the Middle Georgia Consortium, Inc., located at 124 Osigian Blvd., Suite A, in Warner Robins, Georgia. The following were in attendance:

**Members Present:**

Juan Daniels  
Dan Brandon  
Tishua Green  
Bill McNair  
Clifford Holmes  
Sharon Rogers

**MGCI Staff Present:**

Teresa Ragan  
Terrell Mitchell  
Teria Coleman  
Teria Coleman

*Welcome and Introductions* – Chairman Clifford Holmes chaired the meeting and at 12:16PM he called the meeting to order and welcomed everyone. Introductions were made around the room. There was a quorum present.

**MINUTES**

**1. Approval of Minutes from the April 13, 2017, Youth Committee Meeting**

*A motion was made by Dan Brandon and seconded by Bill McNair to approve the minutes of the April 13, 2017 and June 15, 2017, meetings of the Middle Georgia Workforce Development Board Youth Committee as written. There were no opposing votes and the motion carried by voice vote.*

**OLD BUSINESS**

**1. Approval to Fund Youth Proposal (Paxen Learning Services, LLC)**

Teria Coleman reiterated to the members what was discussed at the June meeting. She provided copies of and discussed the staff ratings and recommendation for Paxen's proposal. She explained that there were five raters and the proposal received an average score of 117.4, which is above the required minimum score of 115. The proposal is recommended for funding at a total cost of \$660,000.

*A motion was made by Bill McNair and seconded by Dan Brandon to approve funding the Paxen proposal at a total cost of \$660,000. There were no opposing votes and the motion carried by voice vote.*

**NEW BUSINESS**

**1. Youth Activities –**

- Paxen Update - Teria Coleman, Youth Services Specialist, reported that Paxen has hired staff for the Out-of-school Youth and will hire staff to handle the in school portion

in October. Plans are in place to have classes start in October. It was asked that staff provide information on who Paxen is renting from at the next meeting and the local contact information for Paxen.

- Approval to Issue PY 2017 RFP – Teria Coleman announced that there is a need to issue an RFP to solicit organizations to provide youth services for PY 2017. She provided copies of and discussed the scope of work to be included in the RFP for the Youth Committee’s approval. The date scheduled for the release of the RFP is September 1, 2017.

*A motion was made by Bill McNair and seconded by Dan Brandon to approve the Scope of Work to be included in the RFP to solicit organization to provide youth services for PY 2017 as presented. There were no opposing votes and the motion carried by voice vote.*

- Amount of Available Funds – Teria Coleman explained that there is \$485,000 available to include in the RFP to solicit organizations to provide youth services for program year 2017. She asked for approval to issue the RFP with \$485,000 in available funds.

*A motion was made by Bill McNair and seconded by Tishua Green to approve the amount of \$485,000 to be included in the RFP to solicit organizations to provide youth services for program year 2017. There were no opposing votes and the motion carried by voice vote.*

2. **Youth Expenditure Report** – Teria Coleman provided copies of and discussed the youth expenditure reports for PY 15, PY 16 and PY 17 grants. The reports showed expenditures through June 30, 2017 as follows:

<b>Program Year</b>	<b>Amount of Available Funds (Less Any Transfers) for Report Period</b>	<b>Total Expenditures</b>	<b>Balance</b>	<b>Grant Ending Date</b>
2015	\$ 179,362	\$179,362	\$ 0	6/30/2017
2016	\$ 908,784	\$143,351	\$ 765,433	6/30/2018
2017	\$ 810,733	\$ 0	\$ 810,733	6/30/2019
<b>Total</b>	<b>\$1,898,879</b>	<b>\$322,713</b>	<b>\$1,576,166</b>	

3. **Youth Enrollment Report** - Terrell Mitchell, MGCI MIS Coordinator, provided copies of and discussed the status of the youth enrollments through August 16, 2017. The total number enrolled thus far is 22 with 15 being currently active, 4 being in job search and 3 being exited.
4. **Youth Performance Report** - Terrell Mitchell, MGCI MIS Coordinator, provided copies of and discussed the PY 16 Performance as of August 15, 2017. The report showed that all measures were either met or exceeded with the exception of the Youth Credential which was not met.

**MATTERS FROM THE FLOOR**

There were none.

## **NEXT SCHEDULED MEETING**

1. *Next Meeting* –The next meeting is scheduled for October 19, 2017, at Noon, at the Middle Georgia Consortium office.

## **ADJOURNMENT**

There was no further business and the meeting was adjourned at 1:04PM.