

**MIDDLE GEORGIA WORKFORCE INVESTMENT BOARD
YOUTH COMMITTEE MEETING
OCTOBER 19, 2017**

MINUTES

A meeting of the Middle Georgia Workforce Investment Board Youth Committee was held at Noon, on October 19, 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
Sam Dorsey
Tishua Green
Bill McNair
Clifford Holmes
Anitra Douglas

MGCI Staff Present:

Teresa Ragan
Terrell Mitchell
Teria Coleman
Darrell Stillings

Guests in attendance were as follows:

Ashiat Wade – Paxen Learning Services, LLC
Carley Huguley – Paxen Learning Services, LLC
Jennifer Giovannini – Paxen Learning Services, LLC

Welcome and Introductions – Chairman Clifford Holmes chaired the meeting and at 12:20PM 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 August 17, 2017, Youth Committee Meeting

A motion was made by Tishua Green and seconded by Juan Daniels to approve the minutes of the August 17, 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

There was none.

NEW BUSINESS

1. Paxen Presentation and Q&A – Carley Huguley, Ashiat Wade and Jennifer Giovannini

A presentation was conducted on the services offered by Paxen Learning Services, LLC, under the current contract. Included in the presentation was Paxen's mission which is to provide fundamental life, educational and workforce skills that together form the building blocks for better lives. The organization serves approximately 22,500 clients annually through various program with 10,000 of those being WIOA participants. Paxen currently operates 60 WIOA-funded programs

throughout the country with 46 of those being youth programs. Current progress reported during the presentation was as followed:

- Two physical locations have been established– one located at 2290 Moody Road, Suite 100, in Warner Robins and the other located at 105 Fieldstone Drive, Suite 107, Milledgeville, Ga.
- Middle Georgia team members were identified - Ashiat Wade, Program Director; Jennifer Giovannini, Workforce Development Specialist; Lawrence Moore, GED Instructor; Savana Arnold, Career Coach and Robin Hensley, Career Coach. They are recruiting for an instructor position for the Middle location.
- Contacting Each School Superintendents
- Other efforts taking place were obtaining memberships with local area’s Chamber of Commerce, creating community awareness through organization such as Single Moms Connect, Inc.; Family Connections; local churches and by attending career fairs in all 10 counties.

2. **RFP Posting Update** – Teria Coleman announced that the RFP is still being finalized but it is getting close to being complete and ready to post. There has been a lot of interest in the RFP generated from the bidder’s list. Have received a lot of responses with intent to bid.
3. **Revised Youth Program “Requires Additional Assistance” Definition** – Teria Coleman provided copies of and discussed the policy which establishes the Middle Georgia’s areas definition of “requires additional assistance” as allowed by WIOA. The purpose of the policy is to define “requires additional assistance to complete an education program or to secure and hold employment pursuant to WIOA. The policy was presented for approval.

A motion was made by Juan Daniels and seconded by Bill McNair to approve the “Requires Additional Assistance” Policy as presented. There were no opposing votes and the motion carried by voice vote.

4. **Youth Expenditure Report** - Teria Coleman provided copies of and discussed the youth expenditure reports for PY 16 and PY 17 grants. The reports showed expenditures through August 31, 2017 as follows:

Program Year	Amount of Available Funds (Less Any Transfers) for Report Period	Total Expenditures	Balance	Grant Ending Date
2016	\$ 765,433	\$ 43,571	\$ 658,902	6/30/2018
2017	\$ 810,733	\$ 0	\$ 810,733	6/30/2019
Total	\$1,576,166	\$ 43,571	\$1,532,595	

She reminded the members that \$660,000 of these funds are obligated to the Paxen Learning Services, LLC contract.

5. **Youth Enrollment Report** - Terrell Mitchell, MGCI MIS Coordinator, provided copies of and discussed the status of the youth enrollments through October 18, 2017. The total number enrolled thus far is 23 with 15 being currently active, 4 being in job search and 4 being exited.

- 6. Youth Performance Report** - Terrell Mitchell, MGCI MIS Coordinator, provided copies of and discussed the PY 16 4th Quarter Performance as of October 18, 2017. The report showed that all achievements were met within the required 50% of every goal.

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.