

**MIDDLE GEORGIA WORKFORCE DEVELOPMENT BOARD  
YOUTH COMMITTEE MEETING  
FEBRUARY 11, 2021**

**MINUTES**

A virtual meeting of the Middle Georgia Workforce Development Board Youth Committee was held at Noon, on February 11, 2021. The following were in attendance:

**Members Present:**

Clifford Holmes  
Tishua Green  
Keith King  
Dan Brandon  
Carolyn Robertson  
Patrick Manuel  
Andre' Washington

**MGCI Staff Present:**

Terrell Mitchell  
Darrell Stillings  
Teresa Ragan  
Ashlee McIver  
Tiffany Callaway

**Guests in attendance were as follows:**

Dr. Ulrica Jones, Eventual Success

**WELCOME AND INTRODUCTIONS** – Chairman Clifford Holmes chaired the meeting and he called the meeting to order at 12:02 PM and welcomed everyone. There was a quorum present.

**MINUTES**

**1. Approval of the Minutes from the October 15, 2020 meeting Youth Committee Meeting.**

A motion was made by Tishua Green and seconded by Keith King to approve the October 15, 2020, minutes as written. There were no opposing votes and the motion carried by voice vote.

**OLD BUSINESS**

There was none.

**NEW BUSINESS**

- 1. Youth Monitoring Update** – Tiffany Callaway, MGCI Compliance Specialist, provided an update on the youth service provider monitoring. She reported that both Eventual Success and Central Georgia Tech have been monitored twice – both in August and November. Areas of concern for Eventual Success were record retention, grievance and not meeting their youth enrollment quotas. Eventual Success has mitigated the records retention and grievance concerns but not meeting the enrollment quotas is still under review. Areas of concern for Central Georgia Technical College were supportive services, follow-up, grievance and record retention, which were alleviated quickly and efficiently. She reported that training will be held Friday, February 12, 2021, to help them with areas of concern and to meet contractual obligations in the future.
- 2. Approval of Mercer MOU** - Darrell Stillings provided copies of and discussed the Mercer MOU for their Trio-Program. He also provided copies of flyers which gave an overview of the workshops that have been previously held as well as the workshops coming up in February. He explained that the Trio-Program is designed to help high school youth prepare for college and that the MOU

is for participant referrals, sharing office space and there are no funds involved. For the time being due to the COVID-19 pandemic there is no plans to share space.

A motion was made by Carolyn Robertson and seconded by Andre' Washington to approve the Mercer MOU as presented. There were no opposing votes and the motion carried by voice vote.

**3. Final PY 19 State Monitoring** - Darrell Stillings provided copies of and discussed the Final Notice received from the State which showed all corrective action requirements have been completed satisfactorily for the PY 19 on-site State monitoring. Chairman Holmes commended staff for their efforts and the exceptional job.

**4. Contractor Reports -**

- *Central Georgia Technical College* – Melodi Robinson was unable to attend to provide an update. This item was tabled until the next meeting.
- *Eventual Success, LLC* – Dr. Ulrica Jones reported that efforts are continuing in all counties to recruit out-of-school participants but they are also recruiting in-school youth as well. She reported that they are facing challenges due to COVID-19 and that they are looking into collaborating with the Newberry Foundation and Youth Build. Worksites are helping out with recruiting youth also. She reported that they have visited with several high schools and most are just now getting back to in-person classes. Testing and taking applications are scheduled for today in Wilkinson County.

A question was raised as to what the strategy is to address the low enrollments, which after a lengthy discussion Terrell Mitchell provided the current enrollment situation as being a total of 25 enrollments over the span of the two-year contract with 18 being carried over and seven being enrolled since July 1 of this program year. Of those twenty-five, nine are currently active and sixteen are in job search. At this time, Dr. Jones was reminded that the contract goal for each program year is 60 and even prior to COVID-19 that goal was not being met. Dr. Jones responded that efforts have been to reach out to organization that was not accessible previously in the beginning and to meeting in-person with all county community organizations.

At this time a motion was made by Tishua Green and seconded by Dan Brandon to not renew the contract if enrollment numbers are not met by the end of the contract date of June 30, 2021. Patrick Manuel opposed the motion due to the effects of COVID-19 on all businesses and the need to access all contractors. Chairman Holmes added that reports are given at each meeting and it has been the committee's practice that if contract goals are not meet then the contract is severed. There were no other opposing votes and the motion carried by voice vote.

**5. Youth Expenditure Report** – Darrell Stillings handed out an updated youth expenditure report dated December 31, 2020 for FY 19 and PY 20 funding. The FY 19 report showed that there was \$710,251.00 in available funds and \$630,925.63 has been expended leaving a balance of \$79,325.37 for FY 19 funds. It also showed that all spending requirements are being met. These funds expire June 30, 2021 and it is expected that with current spending levels these funds will be fully expended by the deadline. The FY 20 report showed that there is \$667,462.00 available through June 30, 2022. There have been no expenditures for this grant since the State requires local areas to spend in a FIFO manner which is a first in first out method.

- 6. Enrollment and Performance Report** - Terrell Mitchell, MIS Coordinator, provided copies of and discussed the youth enrollment report dated February 8, 2021. The report showed that a total of 243 youth participants are being served and out of that total 146 are active, 71 are in job search, closures have been entered for 17 and nine have been exited. Terrell discussed individual provider numbers and Dr. Jones pointed out that Eventual Success has 7 new enrollments which is more than any others reported. Terrell added that not all providers are under contract and have goals. Dr. Jones, of Eventual Success, reiterated that enrollment has been difficult during COVID-19

Terrell Mitchell also provided the PY 2020 2<sup>nd</sup> Quarter Performance report dated February 5, 2021, which showed all youth performance measures except the Entered Employment Q2 and the Measurable Skills Gain are being met, however, since it is only the 2<sup>nd</sup> Quarter there is still time to meet the two goals not being met.

### **MATTERS FROM THE FLOOR**

There was none.

### **NEXT SCHEDULED MEETING**

- PY 2020 Meeting Schedule* –The PY 20 meeting schedule showed the next meeting is scheduled for April 15, 2020, at noon, at the Middle Georgia Consortium office contingent on the Governor lifting the State of Emergency. If the State of Emergency is not lifted by the Governor then the meeting will be held virtually again.

### **ADJOURNMENT**

There was no further business and Chairman Holmes thank everyone for participating and adjourned the meeting at 12:42PM.

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