

**MIDDLE GEORGIA WORKFORCE DEVELOPMENT BOARD  
YOUTH COMMITTEE MEETING  
JUNE 16, 2022**

**MINUTES**

A virtual meeting of the Middle Georgia Workforce Development Board Youth Committee was held at Noon, on February 10, 2022. The following were in attendance:

**Members Present:**

Clifford Holmes  
Tishua Green  
Joy Carr  
Sam Dorsey  
Juan Daniels  
Patrick Manuel  
Keith King - Virtually

**MGCI Staff Present:**

Terrell Mitchell  
Darrell Stillings  
Teresa Ragan

**Guest Present:**

There were no guests in attendance.

**WELCOME AND INTRODUCTIONS** – Chairman Clifford Holmes chaired the meeting. He called the meeting to order at 12:08PM and welcomed everyone. He thanked staff for continuing to keep the organization functioning during this difficult times. There was a quorum present.

**MINUTES**

**1. Approval of the Minutes from the February 10, 2022 meeting Youth Committee Meeting.**

A motion was made by Sam Dorsey and seconded by Tishua Green to approve the February 10, 2022, minutes as written. There were no opposing votes and the motion carried by voice vote.

**OLD BUSINESS**

There was none.

**NEW BUSINESS**

**1. Approval of Revised ITA Policy** – Darrell Stillings provided copies of and discussed the revised ITA Policy. He explained that the ITA Policy was revised to increase the Training Cost Limitations from up to \$7,800 to up to \$11,000 for all training except associate, baccalaureate and post baccalaureate training in health care and education occupations. He further explained that there's a high demand for heavy equipment operators and the training outside of Conyers, Georgia is a little over \$10,000 and the increase is needed for participants to attend. He also reported that CGTC is looking to offer the training in the future.

A motion was made by Patrick Manuel and seconded by Sam Dorsey to approve the revised ITA policy as presented. There were no opposing votes and the motion carried by voice vote.

## 2. Contractor Reports -

- *Central Georgia Technical College Activity Report* – Darrell Stillings announced that Melodi Robinson was unable to attend due to a schedule conflict and no report was given.
- *Atlanta Career Rise Update* - Darrell Stillings reported that 10 students were enrolled in the 5-week-online work experience. Each student is receiving a \$200 stipend each week for a total of \$1,000 earned. It has been ideal for participants in rural areas.
- *PY 21 Subrecipient Monitoring Report* – Darrell Stillings provided copies of and discussed a summary of the findings for the PY 21 Subrecipient Monitoring Report for Central Georgia Technical College Youth Success Academy. He explained that next program year the youth services will be provided under the regional case management contract, therefore, the last day for Youth Success Academy contract is June 30, 2022. There were no findings that resulted in disallowed costs but explained that we were hit two years in a row for follow-up due to the contractor's efforts. He further explained that follow-up is difficult because participants are no longer in the program and are not receiving any benefits – financial or supportive services.
- *CGTC YSA Contract* – Darrell Stillings reported that the contract ends June 30, 2022 and the youth services have been included in the regional case management contract for PY 2022 – July 1, 2022-June 30 2023.

## 3. Approval of Revised Youth Eligibility Policy

- **State Revised Basic Skills Deficiency Definition** - Darrell Stillings explained that the Youth Eligibility Policy were revised to meet State and Federal Requirements that individuals who are English Language Learners meet the criteria for basic skills deficient and are automatically eligible for the program. It was further revised to include ISY cannot use youth program funded ITAs but in certain circumstances a youth age 18-24 can be co-enrolled in the adult program to utilize adult funded ITA services.

A motion was made by Sam Dorsey and Juan Daniels to approve the revised Youth Eligibility Policy as presented. There were no opposing votes and the motion carried by voice vote.

- ## 4. Supportive Services Transportation Cost Increase
- Darrell Stillings provided copies of and discussed a summary of the Supportive Services Policy, which outlined the proposed revision to the daily allowance section. He explained that currently the policy allows for \$10 per day for transportation no matter how far a participant travels. However, with the rising cost of gas it was proposed to increase the daily transportation allowance for any participant who travels 51+ roundtrip miles to \$15 per day.

A motion was made by Sam Dorsey and seconded by Tishua Green to approve the Revised Supportive Services Policy as presented. There were no opposing votes and the motion carried by voice vote.

- ## 5. Youth Expenditure Report
- Darrell Stillings provided copies of and discussed the Youth Expenditure Report dated April 30, 2022. He pointed out that as of April 30, 2022 the expenditures for the PY 20 Grant are \$667,159.42 of the \$667,462 leaving a remaining balance of \$302.58, however, these funds were expended since this report. He reported that the program is still operating under the 50% OSY/50% ISY State Waiver and that all spending requirements are being met. A report dated April 30, 2022, was also provided for the PY 21 Youth Grant, which

totals \$612,576 and ends June 30, 2023. The report showed no expenditures were made to the grant, however, we have clearly started spending out of it.

A motion was made by Tishua Green and seconded by Juan Daniels to accept the Youth Expenditure Report as presented. There were no opposing votes and the motion carried by voice vote.

- 6. Youth Enrollment and 3<sup>rd</sup> Quarter Report** - Terrell Mitchell, MIS Coordinator, provided copies of and discussed the youth enrollment report dated June 7, 2022. She reported that there is a total of 235 participants being served, 213 are carryovers and 22 are new enrollments since July 1, 2021.

Terrell Mitchell also provided copies of and discussed PY 2021 3<sup>rd</sup> Quarter Performance Report dated June 3, 2022. She reported that all measures were met except the Youth Measurable Skills Gain are being met for PY 2021 but there is one more quarter left to meet this measure.

A motion was made by Tishua Green and seconded by Sam Dorsey to accept the Youth Enrollment Report as presented. There were no opposing votes and motion carried by voice vote.

### **MATTERS FROM THE FLOOR**

There were none.

### **MATTERS FROM THE EXECUTIVE DIRECTOR**

1. *Next Scheduled Meeting* - The next meeting scheduled August 18, 2022, at noon, at the Middle Georgia Consortium office.
2. Darrell Stillings provided copies of and discussed a spreadsheet showing historical funding allocations. He pointed out that even though the federal level funding is roughly the same, Georgia's share continues to decrease due mostly to Georgia's economy being in good shape. However, funding was cut another 10% again this year.

### **ADJOURNMENT**

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