

**MIDDLE GEORGIA WORKFORCE DEVELOPMENT BOARD  
YOUTH COMMITTEE MEETING  
AUGUST 15, 2019**

**MINUTES**

A meeting of the Middle Georgia Workforce Development Board Youth Committee was held at Noon, on August 15, 2019, at the Middle Georgia Consortium, Inc., located at 124 Osigian Blvd., Suite A, in Warner Robins, Georgia. The following were in attendance:

**Members Present:**

Dan Brandon  
Tishua Green  
Clifford Holmes  
Keith King  
Sharon Rogers  
Juan Daniels

**MGCI Staff Present:**

Terrell Mitchell  
Darrell Stillings  
Teresa Ragan

**WELCOME AND INTRODUCTIONS** – Chairman Clifford Holmes chaired the meeting and at 12:30PM he called the meeting to order and welcomed everyone. Introductions were made around the room. There was not a quorum present.

**MINUTES**

**1. Approval of the Minutes from the February 14, 2019 and the April 18, 2019 Youth Committee Meeting.**

A motion was made by Mary Ann vanHartesveldt and seconded by Tishua Green to approve the June 13, 2019 minutes as written. There were no opposing votes and the motion carried by voice vote.

**OLD BUSINESS**

There was none.

**NEW BUSINESS**

**1. Approval to Update Local Policies to Reflect State Policy Changes** – Darrell Stillings, Executive Director, explained that he recently attended a State Workforce Development Board meeting where a couple changes were made to State Policies, as a result the local policies are required to be changed to reflect the State's changes. Changes made were highlighted as follows:

- Youth Work Experience Policy – Title of policy will no longer include Youth since policy was changed to include Adults and Dislocated Workers participants as reflected in paragraph one of the policy and paragraph A. Participant Eligibility, on page 5. It was noted that on page 9, paragraph F. Youth Work Experience Requirements will remain the same since only youth are required to have an academic or occupational component to be allowed to participate in work experience.

A motion was by Tishua Green and seconded by Dan Brandon to approve the changes to the local Work Experience Policy. There were no opposing votes and motion carried by voice vote.

- Supportive Services Policy – The State eliminated the 35% cap on supportive services expenditures and page one, paragraph three under the Background section was changed to delete the language. Also, page six paragraph one under Computer Purchases the language stating funds are not available at this time was deleted since the cap was removed and there is a need especially for students in the nursing program. In addition, page 7, paragraph five, Needs Related Payments was added as required by the State even though funds are unavailable at this time and is currently not being offered.

A motion was by Dan Brandon and seconded by Juan Daniels to approve the changes to the local Work Experience Policy. There were no opposing votes and motion carried by voice vote.

- 2. USDOL Approval of State Youth Waiver Request for PY 2018 & 2019** – Darrell Stillings provided copies of the State policy, which reflected USDOL’s approval of the waiver to allow Georgia to reduce the 75% expenditure requirement on out-of-school youth to 50%, which with local board approval will allow local areas to serve more in-school youth.

A motion was by Juan Daniels and seconded by Tishua Green to approve the use of the Sate Waiver lower the 75% out-of-school expenditure requirement to 50% as allowed. There were no opposing votes and motion carried by voice vote.

### **3. Contractor Report**

- *Central Georgia Technical College* – Darrell Stillings provided copies of and discussed the activity report for Central Georgia Technical College. The report showed that through August 2019, that 125 participants have been enrolled and a total of \$63,934.76 has been expended under this year’s contract.
- *Mercer Update* – Darrell Stillings reported that a contact is being reviewed by Mercer for their signature and no word has been received from them.
- *TDI Update* – Darrell Stillings reported that TDI’s Memorandum of Understanding has been modified to include youth funds. There have been no updates on their enrollments.

- 4. Approval to accept \$250,000 in Additional Youth Funds** – Darrell Stillings reminded the members of the recent cut in youth funds as well as cuts suffered in previous years. He reported that with the committee’s approval to accept there is \$250,000 available from the State and will provide the funds needed to fund the Eventual Success proposal.

A motion was made by Keith King and seconded by Tishua Green to approve the acceptance of \$250,000 in additional youth funds as requested. There were no opposing votes and the motion carried by voice vote.

- 5. Approval of Eventual Success Contract** – Darrell Stillings provided copies of and discussed the Scope of Work and the budget for Eventual Success contract, which includes serving 60 youth – 50% out-of-school and 50% in school youth.

A motion was made by Tishua Green and seconded by Juan Daniels to approve the Eventual Success contract with a termination clause requirement. There were no opposing votes and the motion carried by voice vote.

- 6. Youth Expenditure Report** – Darrell Stillings provided copies of and discussed the PY 2017 Youth expenditure report, which shows that as of June 30, 2019, all funds have been expended. He also provided copies and discussed the PY 2018 expenditure report, which shows that as of

June 30, 2019, a total of \$247,706.75 had been expended of the \$796,911.00 available. He further explained that we are currently at 35% on our work experience spending, however, when the \$250,000 in additional funds are added to that it will most likely bring it down below the 20% requirement and will be reflected on the next report but with the plans to serve in-school youth as well as out-of-school youth it shouldn't be a problem to meet that requirement.

- 7. Enrollment and Performance Report** - Terrell Mitchell, MGCI MIS Coordinator, provided copies of and discussed the youth enrollment report through August 14, 2019. The report showed that a total of 214 youth participants are being served and out of that total 158 are active, 24 are in job search and three have been closed out.

#### **MATTERS FROM THE FLOOR**

There were none.

#### **NEXT SCHEDULED MEETING**

- 1. Next Meeting* –The next meeting is scheduled for October 17, 2019, at Noon, at the Middle Georgia Consortium office.

#### **ADJOURNMENT**

There was no further business and the meeting was adjourned at 12:57PM.