

**MIDDLE GEORGIA WORKFORCE DEVELOPMENT BOARD  
YOUTH COMMITTEE MEETING  
DECEMBER 6, 2018**

**MINUTES**

A meeting of the Middle Georgia Workforce Development Board Youth Committee was held at Noon, on December 6, 2018, at the Middle Georgia Consortium, Inc., located at 124 Osigian Blvd., Suite A, in Warner Robins, Georgia. The following were in attendance:

**Members Present:**

John Bemby  
Dan Brandon  
Joy Carr  
Tishua Green  
Clifford Holmes  
Keith King  
Patrick Manuel  
Tarell Register  
Mary Ann vanHartesveldt

**MGCI Staff Present:**

Terrell Mitchell  
Terry Robertson  
Darrell Stillings  
Teresa Ragan  
Robin Kiefer  
Desmond Littlejohn

**Guest Present:**

Teresa Tripp – In-the-Door, LLC  
Jerry Myers – In-the-Door, LLC  
Sharla Basely – In-the-Door, LLC

**WELCOME AND INTRODUCTIONS** – Chairman Clifford Holmes chaired the meeting and at 12:10PM 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 Minutes from the August 16, 2018 and the October 18, 2018, Youth Committee Meeting.**

A motion was made by Keith King and seconded by Mary Ann vanHartesveldt to approve the minutes of the August 16, 2018 and the October 18, 2018, Youth Committee meeting as written. There were no opposing votes and the motion carried by voice vote.

**OLD BUSINESS**

There was none.

**NEW BUSINESS**

**1. Ratify Approval of the Updates to Regional Plan** – Darrell Stillings provide copies of and discussed the summary of changes that were made to the Regional Plan for approval. He also provided complete copies of the Plan.

A motion was made Patrick Manuel and seconded by Keith King to approve the changes made to the Regional Plan as submitted. There were no opposing votes and the motion carried by voice vote.

**2. Contractor Updates –**

- CGTC Youth Contract –Terry Robertson provided and discussed a report showing that there are 14 currently enrolled and 34 are in the process of being reviewed for enrollment. Total expenditure through June was \$4,568.28. He reported that CGTC is working on July – December invoices for submission.
- In-the-Door Youth Contract – Terry Robertson provided and discussed a reported showing that 8 have been enrollment of the 32 participants needed. It also showed that the total for expenditures through November 2018 is \$21,396.47. In-the-Door attended and provided an update on their recruitment activities, which included working with one-stop centers for referrals, Peach County Leap Program, Monroe County Workforce Center and attending basketball games to increase their focus on getting to places where youth are hanging out.

**3. Plans to Coorrdinate with the Youth Challenge Program** – Darrell Stillings reported that efforts are still underway to partner with the Youth Challenge Program. Currently, waiting on contract to be signed by Department of Defense at the State level.

**4. Youth Expenditure Report** – Darrell Stillings provided copies of and discussed the Youth expenditure reports for PY 17 and PY 18 grants, which showed expenditures through October 31, 2018 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> |
|---------------------|---|---------------------------|----------------------|--------------------------|
| 2017                | \$ 810,733.00   | \$ 356,904.94             | \$ 453,828.06        | 6/30/2019                |
| 2018                | \$ 796,911.00   | -                         | \$ 769,911.00        | 6/30/2020                |
| <b>Total</b>        | <b>\$ 810,733.00</b>  | <b>\$ 284,725.20</b>      | <b>\$ 526,007.80</b> |                          |

It was noted that all expenditure requirements for the PY 17 grant are being met and with the startup of the Youth Challenge in January all PY 2017 funds should be expended by the June 30, 2019 deadline. If not, may have to come back before the committee to request transfer of funds to another area.

- 5. Youth Enrollment Report** - Terrell Mitchell, MGCI MIS Coordinator, provided copies of and discussed the status of the youth enrollment report through October 16, 2018, which showed that a total of 67 participants are being served. Sixty participants are active and seven are in job search.
- 6. Youth Performance Report** – Terrell Mitchell, MIS Coordinator, provided copies of and discussed the PY 2018 1<sup>st</sup> Quarter Youth Performance Report. She pointed out that even though all measures were not met our overall performance was 122.9%, therefore, we met the performance goals.

**MATTERS FROM THE FLOOR**

There were none.

**NEXT SCHEDULED MEETING**

1. *Next Meeting* –The next meeting is scheduled for December 6, 2018, at Noon, at the Middle Georgia Consortium office.

**ADJOURNMENT**

There was no further business and the meeting was adjourned at 12:45PM.