

Region 2 W.I.B. Youth Council

Meeting Minutes

February 27, 2008

Attendees: Jackie Whitley, Southern WV Community & Technical College- OSY Program; Sandra Pertee, Wayne County Board of Education- ISY and OSY Program; Bill Linville, Lincoln County Board of Education- ISY Program; Micki Maley, WORKFORCE West Virginia, State Youth Coordinator; Rickey Meade, Mingo County Board of Education- ISY Program; Mark Spencer, Cabell County Board of Education- ISY Program; Tim White, Huntington Housing Authority/CCYEP OSY Program; Kelly Plantz, Huntington Housing Authority/CCYEP OSY Program; Tabitha Glenn, Huntington Housing Authority; Launa Swain, Huntington Housing Authority; Michael Diamond, Huntington Housing Authority; Jack Welton, Putnam County S.T.E.P; Peggy Vance, Logan County Board of Education- ISY Program; Teresa Dailey, Region 2 WIB staff; Claude J. Hunt, Region 2 WIB Executive Director

I. Welcome and Introductions

Teresa Dailey called to order the Region 2 W.I.B. Youth Council Meeting at 1:05 p.m. February 27, 2008, at the Huntington WORKFORCE West Virginia One Stop. Introductions were conducted.

II. Approval of minutes from last meeting

A motion to approve the minutes of December 13, 2007, was made by Sandra Pertee and seconded by Tim White. The minutes were approved as read.

III. Staff Reports- Jake Hunt, Region 2 WIB Executive Director

- a. PY '08 Funding Cut- An 18% cut in youth funding is projected. Total funds received for PY '07 were \$597,492. Projected funding for PY '08 is \$487,609. There will be a balance of \$390,087 to award after deducting \$48,761 (10%) administrative cost, \$24,380 for Learning Centers and \$24,380 for the reserve fund.
- b. Youth RFP- The original proposal presented to the Executive Committee for approval at the January 24, 2008, meeting was to serve Out of School Youth only. This measure was an attempt to assist those youth who are immediately available to enter the workforce due to shortages of skilled workers. The Executive Committee and Local Elected Officials did not approve the proposal but requested a breakdown of an In-School Youth and Out –of-School proposal to be presented at the February Executive Committee meeting. The revised proposal was reviewed and discussed. The In-School Youth contractor will be required to obtain a Memorandum of Understanding with each County Board of Education in Region 2. It is projected the RFP will be available for pickup beginning March 7, if the revised RFP is approved at the Executive Committee meeting. The PY '08 youth funding year will be May 1, 2008-March 31, 2009. The RFP review committee will consist of Jake Hunt, Teresa Dailey, a Local Elected Official and a Region 2 Workforce Investment Board member.
- c. PY '07 Close-Out Package- A revised year end contract close out package was disseminated and reviewed. This close-out package mirrors the State's year end contract close out requirements. PY '07 close outs for youth contractors are due April 20, 2008.
- d. Interim Services- Funding for the youth program in PY '07 will conclude March 31, 2008. PY '08 will begin May 1, 2008. In-School youth contracts will refer current participants to the partner agency of their respective County Boards of Education. The Out –of-School youth contractors will refer current participants to a partner agency such as ABE. The agency or agencies awarded funding for PY '08 will be expected to serve the current youth beginning May 1, 2008.
- e. Registered Apprenticeship Program- The Training and Employment Guidance Letter No.2-07 for Registered Apprenticeship and the Workforce Investment System was reviewed. There are nearly 450,000 apprentices in construction, manufacturing, transportation, telecommunications, retail, health care and others. Registered Apprenticeship programs combine on-the-job-learning with related classroom instruction. Apprenticeship program certifications are accepted credentials under Common Measures.
- f. Youth Leadership Camp May 8,9,10, 2008- WIA youth from Cabell, Wayne, Putnam and Lincoln are invited to attend a Leadership Camp in Mason County. There are six-eight positions available for youth to be mentors to sixth – eighth grade students attending the camp. Cabell, Wayne and Lincoln WIA in-school youth participants are to be recommended for the leadership opportunity. WIA out-of-school youth in Putnam County are also to be recommended. The camp's focus is on drug prevention. Contact Mr. Hunt for additional information.
- g. Youth Performance- Teresa Dailey reviewed the PY '07 Quarter 2 report. Region 2 failed the Literacy/Numerous measure for Out of School Youth who are basic skill deficient. The Department of

Labor conducted a conference call with representatives from the State, each region in West Virginia, and the suppliers of the reporting software, Mathematica, concerning failure of this measure. Mathematica informed those on the conference call the software was not upgraded to encompass TEGL 17-05 change 1 due current negotiations with the Department of Labor on continuation of the contract. It is not known at this time if a corrected performance report for the second quarter will be available. Region 2 has developed a database to assist the out-of-school youth contractors on tracking pre and post testing requirements in an effort to meet the measure.

IV. Adjournment

The meeting was adjourned at 2:45 p.m.

Next Meeting To Be Announced

Minutes submitted by Teresa Dailey