

08/07/2014

**Tulsa Area Workforce Investment Board
Youth Council Minutes**

11:30 a.m. Youth Council Chair, Candace Stine, called the meeting to order.

ATTENDEES

Attending Youth Council Members: Melinda Lucas, Theresa Radford, Candace Stine, Geoffrey Wilbur
Absent Members: Kuma Browne-Crisp, Ronda Casey, Jennifer Ferre, Celeste Fritz, Richard Palazzo, Rue Ramsey, Maryann Simpson, Melvin Taylor, Karisha Wagoner, Latif Whitsett
TAWIB Staff: Sarah Thompson, Julie Sorrels
Guests: Christopher Wingert
Guests via Telephone: Christopher Bernhardt

Item	Description / Discussion	Action
1.	<u>Introductions:</u> Those in attendance introduced themselves.	<u>No Action Necessary</u>
2.	<u>Reviewed & Approved</u> the 06/09/2014 Youth Council Meeting minutes.	<u>Motion:</u> to Approve: Geoffrey Wilbur <u>Second:</u> Melinda Lucas <u>Vote:</u> Approved by Unanimous Vote
3.	<u>Discussed:</u> The Youth Council participated in a Round Table Review. <ul style="list-style-type: none"> • Geoffrey Wilbur, principal at Margaret Hudson and Tulsa Learning Academy, reported that virtual home school students are now allowed to participate in TPS athletics. • Theresa Radford, Employment Specialist at Youth Services of Tulsa, reported that they will begin work on a new clinic for homeless. The building already exist on their campus and will be renovated to house the clinic. 	<u>No Action Necessary</u>
4.	<u>Discussed:</u> Workforce Tulsa Manager of Youth Services, Sarah Thompson, introduced Co-Interim Directors, Christopher Wingert and Christopher Bernhardt (via phone in) of Grant Associates, Inc. Christopher Bernhardt gave a brief overview of Grant.	<u>No Action Necessary</u>
5.	<u>Discussed:</u> Sarah Thompson, Workforce Tulsa Manager of Youth Services, facilitated a discussion by the Youth Council about Role of Youth Council #5, Monitoring and Evaluating Youth Workforce Development Services.	<u>No Action Necessary</u>
6.	<u>Discussed:</u> In the absence of Monitoring, Compliance and Outreach Manager for Workforce Tulsa, Nicole Hayes, Sarah Thompson, presented the Equal Opportunity Employment Monitoring Report.	<u>No Action Necessary</u>

7.	<p>Discussed: Sarah Thompson reported that the Elevate Youth Summit had 184 youth participants and 47 staff participants. The event went well and the youth seemed to enjoy the speaker and vendors. Evaluations were exceptional, but we will likely not participate in the planning process again due to organizational concerns.</p>	<p><u>No Action Necessary</u></p>
8.	<p>Discussed: Sarah Thompson reported that the WIA Summer Youth Employment Program 35 youth participated in the Summer Youth Employment Program. She and Nicole Hayes completed on-site monitoring reviews. Overall, the participants and employers were positive about the experience with minimal issues or complaints. More changes will be made to program next year for continued improvement, including increasing number of participants.</p> <p>Christopher Bernhardt discussed Grant's goals/approach for program.</p> <ul style="list-style-type: none"> • Focus on business sectors and in demand occupations • Leverage more opportunities for full-time employment • Increase number of participants to 75, 50 in the summer program and 25 during the rest of the year. • Better managing expectations of youth and employers. • Possibly extend Work Readiness portion. • Consider separate Work Readiness for Pawhuska. • Engage families for support of youth. 	<p><u>No Action Necessary</u></p>
9.	<p>Youth Outreach and Activities Update:</p> <p>Christopher Bernhardt reported that Grant Associates is better using talents and resources of staff. Youth advocates are focusing more directly on the client. Partner Coordinator, Sarah Henley, is working to forge employer relationships for Work Experience.</p> <p>Visited with Parkview Community Center where they are working with youth 14-22, talking about Workforce Tulsa youth programs, and capturing their information for follow up. A busy month of events scheduled for August. Working with schools and guidance counselors. Will be working with faith based organizations as well.</p>	<p><u>No Action Necessary</u></p>
10.	<p>Performance:</p> <p>A. June 2014 Contract Performance Measures: Christopher Bernhardt reported that all contractual measures were met except for Number of Active Youth and Youth Receiving a Career Readiness Certification. Goal for performance year-to-date active youth was 280 and the actual was 191. Goal for youth receiving a CRC was 134 and the actual was 116.</p> <p>B. June 2014 Common Measures: Not reported.</p>	<p><u>No Action Necessary</u></p>

11.	<p>Manager of Youth Services Report: Sarah Thompson reported:</p> <ul style="list-style-type: none"> • Comprehensive youth monitoring of the Program Year 2013 Summer Youth Employment Program will be completed by Sarah Thompson and Nicole Hayes. • A 503 Incentive Grant proposal submitted to Department of Commerce for a specific work experience model for minority female youth working in the STEM field. 	<u>No Action Necessary</u>
12.	<u>Chair Report:</u> None	<u>No Action Necessary</u>
13.	<u>New Business:</u> None	<u>No Action Necessary</u>
14.	<u>Old Business:</u> None	<u>No Action Necessary</u>
15.	<u>Adjourn:</u> Candace Stine, adjourned the meeting at 12:48 p.m.	<p><u>Motion:</u> to Adjourn: Geoffrey Wilbur</p> <p><u>Second:</u> Melinda Lucas</p> <p><u>Vote:</u> Approved by Unanimous Vote</p>

Chairman Signature: Candace Stine Date: 9-11-14

