

01/11/2018

Tulsa Area Workforce Development Board Youth Committee Minutes

8:39 a.m. *In the absence of Joyce McClellan, Youth Committee Chair, the Manager of Youth Services for Workforce Tulsa, Cherie Stierwalt, called the meeting to order.*

ATTENDEES

Attending Youth Council Members: *Stephanie Cameron, Susan Hartzler, Ted Jenkins, Richard Palazzo, Amy Spencer, Robbie Wheat*

Absent Members: *William (Scott) Ferris, Joyce McClellan, Margaret Coates, Josh George, Melinda Lucas, Theresa Radford, Kuma Roberts, Geoffrey Wilbur*

Board Staff: *Cherie Stierwalt, Julie Sorrels*

Guests: *Amber Knaack, Scott Obomanu, Shelby Boaz*

Item	Description / Discussion	Action				
1.	<u>Introductions</u> took place.	<u>No Action Necessary</u>				
2.	<u>Reviewed & Approved</u> the 11/02/17 Youth Committee Meeting Minutes.	<u>Motion to Approve:</u> Robbie Wheat <u>Second:</u> Richard Palazzo <u>Vote:</u> Approved Unanimously				
3.	<p><u>Presentation</u> about Tulsa Youth Futures was presented by Deric Williams.</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 50%;">Action Steps</th> <th style="width: 50%;">Accountability</th> </tr> </thead> <tbody> <tr> <td>1. Share invite for Cityspan Demo Webinar</td> <td>Deric Williams</td> </tr> </tbody> </table>	Action Steps	Accountability	1. Share invite for Cityspan Demo Webinar	Deric Williams	<u>No Action Necessary</u>
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1. Share invite for Cityspan Demo Webinar	Deric Williams					
4.	<p><u>Presentation</u> of the 5 Minute Member Spotlight by Melinda Lucas will be rescheduled for the March meeting.</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 50%;">Action Steps</th> <th style="width: 50%;">Accountability</th> </tr> </thead> <tbody> <tr> <td>2. Place Melinda Lucas on the March 2018 Youth Committee Meeting Agenda.</td> <td>Julie Sorrels</td> </tr> </tbody> </table>	Action Steps	Accountability	2. Place Melinda Lucas on the March 2018 Youth Committee Meeting Agenda.	Julie Sorrels	<u>No Action Necessary</u>
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5.	<p>Reviewed & Approved Program Year 2017 Tulsa Area Workforce Development Board Budget, Revision 2</p> <table border="1" data-bbox="224 136 1011 468"> <thead> <tr> <th data-bbox="224 136 686 191">Action Steps</th> <th data-bbox="686 136 1011 191">Accountability</th> </tr> </thead> <tbody> <tr> <td data-bbox="224 191 686 468"> 3. At next meeting, define budget line expense items: <ul style="list-style-type: none"> • Board Administration • Board Program • SP expenses paid by board </td> <td data-bbox="686 191 1011 468">Board Staff</td> </tr> </tbody> </table>	Action Steps	Accountability	3. At next meeting, define budget line expense items: <ul style="list-style-type: none"> • Board Administration • Board Program • SP expenses paid by board 	Board Staff	<p>Motion to Approve: Richard Palazzo Second: Amy Spencer Vote: Approved Unanimously</p>
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3. At next meeting, define budget line expense items: <ul style="list-style-type: none"> • Board Administration • Board Program • SP expenses paid by board 	Board Staff					
6.	<p>Reviewed & Approved the Conflict of Interest Policy as contained in the meeting packet.</p>	<p>Motion to Approve: Susan Hartzler Second: Ted Jenkins Vote: Approved Unanimously</p>				
7.	<p>Discussion took place regarding Strategy Development as facilitated by Cherie Stierwalt.</p> <ul style="list-style-type: none"> • Youth Committee <ul style="list-style-type: none"> ○ Youth Services of Tulsa – get representation on the Youth Committee ○ Sub-committees • Industry <ul style="list-style-type: none"> ○ identify needs - surveys ○ explore past relationships ○ identify new partners ○ cumbersome credential requirements/license restrictions ○ Convey Workforce Tulsa value to employers ○ Promote successful partnerships with employers ○ Human Resources conventions – get on the agenda • Explore ways to address issues caused by and causing CareerTech waiting list <ul style="list-style-type: none"> ○ Formal Apprenticeship Training development 	<p style="text-align: center;"><u>No Action Necessary</u></p>				
8.	<p>Compliance reports as contained in the packet were presented by Cherie Steirwalt:</p> <ul style="list-style-type: none"> • Program Year 2017 Quarter 1 Comprehensive Report • Program Year 2017 Quarter 1 Contract Performance Report 	<p style="text-align: center;"><u>No Action Necessary</u></p>				
9.	<p>Success Story for Ashleigh Torres was presented by Shelby Boaz, Workforce Tulsa Career Navigator.</p>	<p style="text-align: center;"><u>No Action Necessary</u></p>				
10.	<p>Youth Outreach and Activities Update was presented by Amber Knaack, Workforce Tulsa Program Manager.</p>	<p style="text-align: center;"><u>No Action Necessary</u></p>				

11.	<u>Chair Update:</u> None	<u>No Action Necessary</u>
12.	<u>Manager of Youth Strategy Report</u> was presented by the Workforce Tulsa Manager of Youth Strategies, Cherie Stierwalt. Cherie Stierwalt presented the One-Stop Operator Report as contained in the meeting packet. She also discussed: <ul style="list-style-type: none"> ○ 43 active youth participants (22 of which were enrolled during the 2nd quarter) compares to Central Oklahoma's Workforce currently has 239 active youth ○ Expungement Expo 	<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>Discussion:</u> Round Table Review did not take place.	<u>No Action Necessary</u>
16.	<u>Adjourn:</u> The meeting was adjourned at 10:26 a.m.	<u>Motion to Adjourn:</u> Ted Jenkins <u>Second:</u> Amy Spencer <u>Vote:</u> Approved by Unanimous Vote

Chairman Signature:  Date: 3/1/18

