



05/04/2017

Tulsa Area Workforce Development Board  
Youth Committee Minutes

8:30 a.m.	Joyce McClellan, Youth Committee Chair, called the meeting to order.
-----------	--

**ATTENDEES**

**Attending Youth Council Members:** Stephanie Cameron, Susan Hartzler, Melinda Lucas, Joyce McClellan, Richard Palazzo, Amy Spencer, Robbie Wheet, Geoffrey Wilbur

**Absent Members:** William (Scott) Ferris, Josh George, Theresa Radford, Rue Ramsey, Kuma Roberts, Maryann Simpson, Shannon Turner

**Board Staff:** Cherie Stierwalt, Shelley Cadamy, Julie Sorrels, Nicole Cue

**Guests:** Kyle Smith, Amber Knaack, Scott Obomanu, Jennifer Conger, Kaila Bloss, Jordan Gains

Item	Description / Discussion	Action
1.	<u>Introductions</u> took place.	<b><u>No Action Necessary</u></b>
2.	<b><u>Presentation:</u></b> Amy Spencer of Bama Companies, Inc. presented a 5 Minute Spotlight.	<b><u>No Action Necessary</u></b>
3.	<b><u>Presentation:</u></b> Ric Munoz presented to the group about Hope Theory.	<b><u>No Action Necessary</u></b>
4.	<b><u>Reviewed &amp; Approved</u></b> the 03/02/2017 Youth Committee Meeting Minutes.	<b><u>Motion: to Approve:</u></b> Geoffrey Wilbur <b><u>Second:</u></b> Melinda Lucas <b><u>Vote:</u></b> Approved by Unanimous Vote
5.	<b><u>Reviewed &amp; Approved</u></b> the Tulsa Area Workforce Development Board Program Year 2017 Budget.	<b><u>Motion: to Approve:</u></b> Richard Palazzo <b><u>Second:</u></b> Geoffrey Wilbur <b><u>Vote:</u></b> Approved by Unanimous Vote

6.	<b>Reviewed &amp; Approved</b> the Monitoring Policy as presented by Workforce Tulsa Compliance & Outreach Manager, Nicole Cue	<b>Motion: to Approve:</b> Geoffrey Wilbur <b>Second:</b> Melinda Lucas <b>Vote:</b> Approved by Unanimous Vote						
7..	<b>Reviewed &amp; Approved</b> the Program Note Policy as presented by Nicole Cue with a correction on page 40 of the packet, 5.Veteran Status: The first sentence should begin, "If a participant self attests to being a veteran, but does <u>not</u> have the required documentation..."	<b>Motion: to Approve:</b> Melinda Lucas <b>Second:</b> Amy Spencer <b>Vote:</b> Approved by Unanimous Vote						
8.	<p><b>Discussion</b> regarding Early Warning System- was facilitated by Joyce McClellan. Geoffrey Wilbur gave a Sub-Committee update and will report back regularly.</p> <table border="1" data-bbox="224 730 1008 1171"> <thead> <tr> <th data-bbox="224 730 683 783">Action Steps</th> <th data-bbox="683 730 1008 783">Accountability</th> </tr> </thead> <tbody> <tr> <td data-bbox="224 783 683 978">1. Let Julie Sorrels know when Workforce Tulsa needs to present to Union Public School counselors/administration.</td> <td data-bbox="683 783 1008 978">Susan Hartzler</td> </tr> <tr> <td data-bbox="224 978 683 1171">2. Sub-Committee next meeting in tentatively May with an invite to be sent to Board Staff upon scheduling.</td> <td data-bbox="683 978 1008 1171">Geoffrey Wilbur Richard Pilazzo Susan Hartzler Kuma Roberts William (Scott) Ferris</td> </tr> </tbody> </table>	Action Steps	Accountability	1. Let Julie Sorrels know when Workforce Tulsa needs to present to Union Public School counselors/administration.	Susan Hartzler	2. Sub-Committee next meeting in tentatively May with an invite to be sent to Board Staff upon scheduling.	Geoffrey Wilbur Richard Pilazzo Susan Hartzler Kuma Roberts William (Scott) Ferris	<b>No Action Necessary</b>
Action Steps	Accountability							
1. Let Julie Sorrels know when Workforce Tulsa needs to present to Union Public School counselors/administration.	Susan Hartzler							
2. Sub-Committee next meeting in tentatively May with an invite to be sent to Board Staff upon scheduling.	Geoffrey Wilbur Richard Pilazzo Susan Hartzler Kuma Roberts William (Scott) Ferris							
9.	<b>Compliance:</b> Nicole Cue presented the finalized Program Year 2016 Quarter 2 Contract Performance Report. Nicole also reported that the Program Year 2016 Quarter 3 Contract Performance Report.	<b>No Action Necessary</b>						
10.	<b>Client Success Story</b> presentations took place: <ul style="list-style-type: none"> <li>Jacob Alexander's story was presented by his Workforce Tulsa Youth Career Manager, Jennifer Conger.</li> <li>Samantha Hawley's story was presented by her Workforce Tulsa Youth Career Manager, Scott Obomanu.</li> </ul>	<b>No Action Necessary</b>						
11.	<b>Youth Outreach and Activities Update</b> was presented by Workforce Tulsa Youth Business and Career Services Manager, Amber Knaack.	<b>No Action Necessary</b>						

12.	<p><b><u>One-Stop Operator Report</u></b> for March, Program Year 2016 Metrics were included in the meeting packet.</p>	<p><b><u>No Action Necessary</u></b></p>
13.	<p><b><u>Chair Update:</u></b> Chair, Joyce McClellan, gave the floor to Workforce Tulsa Executive Director Shelley Cadamy who reported:</p> <ul style="list-style-type: none"> <li>• Dynamic Workforce Solutions was selected through a request for proposal process to become the service provider for Program Year 2017. May 1, 2017 marks the beginning of the service provider transition process.</li> <li>• The Sumer Youth Employment Program is an outdated model and will be replaced by a cohort model moving forward with the new service provider.</li> <li>• Relocating the Eastgate American Job Center</li> <li>• Mayor’s office engagement</li> <li>• Shelley Cadamy is on the Mayor’s Economic Development Commission</li> <li>• Ask of the Committee: guidance &amp; advocacy</li> <li>• Regional Planning – potential merge</li> <li>• Introduction to Services at the American Job Center will be replaced with an online version</li> <li>• Adding a virtual chat component to our website <a href="http://www.workforcetulsa.com">www.workforcetulsa.com</a></li> </ul>	<p><b><u>No Action Necessary</u></b></p>
14.	<p><b><u>Manager of Youth Strategy Report:</u></b> The Workforce Tulsa Manager of Youth Services, Cherie Steirwalt, introduced herself to the Committee and reported that she has been working on:</p> <ul style="list-style-type: none"> <li>• Researching WIA vs. WIOA especially as it relates to are youth</li> <li>• Marketing plan development</li> <li>• Transition with new service provider – what can they bring to the table?</li> <li>• Target population – out of school youth</li> <li>• Identifying area resources/lack of resources</li> <li>• Grant opportunities</li> </ul>	<p><b><u>No Action Necessary</u></b></p>
15.	<p><b><u>New Business:</u></b> None</p>	<p><b><u>No Action Necessary</u></b></p>
16.	<p><b><u>Old Business:</u></b> None</p>	<p><b><u>No Action Necessary</u></b></p>

17.	<p><b>Discussion:</b> Round Table Review: Robbie Wheet shared that the Oklahoma Successful Adult Program serves foster care youth &amp; young people who have aged out of the foster care system, ages 14-21, and will be hosting a "Get Employed" event at the Owasso Campus of Tulsa Technology Center on May 17<sup>th</sup>.</p> <table border="1" data-bbox="228 304 1008 667"> <thead> <tr> <th data-bbox="228 304 688 352">Action Steps</th> <th data-bbox="688 304 1008 352">Accountability</th> </tr> </thead> <tbody> <tr> <td data-bbox="228 352 688 472">3. Provide Susan Hartzler with Ric Munoz's contact information.</td> <td data-bbox="688 352 1008 472">Susan Hartzler</td> </tr> <tr> <td data-bbox="228 472 688 667">4. Robbie Wheet will send information regarding the "Get Employed" event to Julie Sorrels to be distributed to the committee.</td> <td data-bbox="688 472 1008 667">Robbie Wheet &amp; Julie Sorrels</td> </tr> </tbody> </table>	Action Steps	Accountability	3. Provide Susan Hartzler with Ric Munoz's contact information.	Susan Hartzler	4. Robbie Wheet will send information regarding the "Get Employed" event to Julie Sorrels to be distributed to the committee.	Robbie Wheet & Julie Sorrels	<p><b><u>No Action Necessary</u></b></p>
Action Steps	Accountability							
3. Provide Susan Hartzler with Ric Munoz's contact information.	Susan Hartzler							
4. Robbie Wheet will send information regarding the "Get Employed" event to Julie Sorrels to be distributed to the committee.	Robbie Wheet & Julie Sorrels							
18.	<p><b><u>Adjourn:</u></b> The meeting was adjourned at 10:16 a.m.</p>	<p><b><u>Motion to Adjourn:</u></b> Geoffrey Wilbur  <b><u>Second:</u></b> Stephanie Cameron  <b><u>Vote:</u></b> Approved by Unanimous Vote</p>						

Chairman Signature: \_\_\_\_\_

*Jay McChesney* Date: 11/2/17