

09/07/2017

Tulsa Area Workforce Development Board Youth Committee Minutes

8:31 a.m.	Joyce McClellan, Youth Committee Chair, called the meeting to order.	
ATTENDEES		
<u>Attending Youth Council Members:</u> Susan Hartzler, Joyce McClellan, Margaret Coates, Melinda Lucas, Richard Palazzo, Robbie Wheat		
<u>Absent Members:</u> Stephanie Cameron, William (Scott) Ferris, Josh George, Theresa Radford, Geoffrey Wilbur, Kuma Roberts, Amy Spencer		
<u>Board Staff:</u> Cherie Stierwalt, Julie Sorrels		
<u>Guests:</u> Kyle Smith, Amber Knaack		
Item	Description / Discussion	Action
1.	<u>Introductions</u> took place.	<u>No Action Necessary</u>
2.	<u>Reviewed & Approved</u> the 07/06/17 Youth Committee Meeting Minutes.	<u>Motion to Approve:</u> Robbie Wheat <u>Second:</u> Melinda Lucas <u>Vote:</u> Approved Unanimously with the exception of an abstention by Joyce McClellan
3.	<u>Reviewed & Approved</u> the 2018 Meeting Calendar with the July meeting to be moved from 5 th to the 12 th .	<u>Motion to Approve:</u> Melinda Lucas <u>Second:</u> Susan Hartzler <u>Vote:</u> Approved Unanimously
4.	<u>Presentation</u> of the Tulsa Chamber's Regional Workforce Assessment Results did not take place due to the absence of Committee member, Kuma Roberts.	<u>No Action Necessary</u>
5.	<u>Discussion</u> regarding Strategy Development was facilitated by the Workforce Tulsa Manager of Youth Strategy, Cherie Stierwalt. The Committee: <ul style="list-style-type: none"> • needs to create a more balanced committee <ul style="list-style-type: none"> ○ more industry ○ more social services; • is collaborative and open to new ideas & exploring possibilities; • needs to create a clear vision; 	<u>No Action Necessary</u>

- needs to be data driven;
- has holes in participation from some of the school districts in the Workforce Tulsa Area/ needs to develop a network;
- must ensure that the service provider has no or low cost options for serving the Workforce Tulsa Area;
- needs to determine direct pipeline(s) to find and identify prospective Youth participants;
- has a Youth service provider staff that is great at developing relationships;
- needs to develop awareness about Workforce Tulsa's services through community outreach & capture numbers to evaluate effectiveness; and
- must focus on business engagement capitalizing on committee members' connections.

Action Steps	Accountability
1. Attend and present at the Broken Arrow Public Schools' Secondary Principal's Meeting on Wednesday, September 13 th from 1:00pm-3:30pm.	Amber Knaack

6.

Youth Outreach and Activities Update was presented by Amber Knaack. Amber Knaack and Susan Hartzler discussed the Workforce Tulsa partnership with Union Adult Education to capture students at risk of dropping out of school. Dr. Margaret Coates shared about the Broken Arrow Public School's bridge program for 9th grade credit recovery. Amber Knaack presented information about the Dynamic Futures Program model. Richard Palazzo suggested providing 9th grade students in credit recovery programs with the career exploration course through Edgenuity; a valid, research based career assessment; and speakers who present Tulsa Tech clusters. Cherie Stierwalt added that the financial literacy component could also be included in what could be a one day event. Kyle Smith gave a brief overview about the new American Job Center, service provider performance, and the challenges faced by the Youth program.

Action Steps	Accountability
2. Explore the feasibility and coordination of the one day event discussed by the Committee.	Joyce McClellan, Robbie Wheet, & Cherie Stierwalt
3. Present about the ICAP (Individual Career Academic Plan) at the next Committee meeting.	Dr. Margaret Coates

No Action Necessary

	<p>4. Explore the option of using the Dynamic Futures Program to train the trainer.</p> <p>5. Contact David Grewe to request a representative for Youth Services of Tulsa on the Committee.</p>	<p>Kyle Smith</p> <p>Richard Palazzo</p>	
7.	Chair Update: None		<u>No Action Necessary</u>
8.	<p>Manager of Youth Strategy Report was presented by the Workforce Tulsa Manager of Youth Strategies, Cherie Stierwalt. She presented the Committee with handouts that included:</p> <ul style="list-style-type: none"> • Cluster map of 172 enrollments over two fiscal years, • Map of Tulsa County area, • Map of businesses that have hired our participants, & • A list of actual businesses plotted on the map <p>Cherie Stierwalt met with Michael DuPont of the Schusterman Foundation, and he may be reaching out to Committee members to gather more information about area out of school youth programs.</p> <p>She reported that the American Job Centers Certification Audit is coming up as required by Federal law.</p> <p>Friday, Cherie Stierwalt has a meeting with the Tulsa Municipal Court's Special Services Court's service providers.</p> <p>Next week, Cherie has a meeting with the Tulsa Public School coordinator for the Better Tomorrows Program.</p> <p>Cherie Stierwalt is working towards rebuilding a relationship with Phoenix Rising.</p>		<u>No Action Necessary</u>
9.	New Business: None		<u>No Action Necessary</u>
10.	Old Business: None		<u>No Action Necessary</u>
11.	Discussion: Round Table Review		<u>No Action Necessary</u>
12.	Adjourn: The meeting was adjourned at 10:28 a.m.		<p><u>Motion to Adjourn:</u> Margaret Coates</p> <p><u>Second:</u> Robbie Wheet</p> <p><u>Vote:</u> Approved by Unanimous Vote</p>

Chairman Signature:  Date: 11/2/17

