



03/02/2017

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: William (Scott) Ferris, Susan Hartzler, Melinda Lucas, Joyce McClellan, Richard Palazzo, Kuma Roberts, Amy Spencer, Robbie Wheet, Geoffrey Wilbur

Absent Members: Stephanie Cameron, Josh George, Theresa Radford, Rue Ramsey, Maryann Simpson, Shannon Turner

Board Staff: Shelley Cadamy, Julie Sorrels, Nicole Cue

Guests: Jnièce Bell, Amber Knaack, Scott Obomanu, Jennifer Conger

Item	Description / Discussion	Action
1.	Introductions took place.	No Action Necessary
2.	Presentation: Amy Spencer of Bama Companies, Inc. will present the 5 Minute Spotlight at the next committee meeting.	No Action Necessary
3.	Reviewed & Approved the 01/12/2017 Youth Committee Meeting Minutes.	Motion: to Approve: Kuma Roberts Second: William (Scott) Ferris Vote: Approved by Unanimous Vote
4.	Reviewed & Approved the Demand Occupation List.	Motion: to Approve: Geoffrey Wilbur Second: Kuma Roberts Vote: Approved by Unanimous Vote

5.	<p>Discussion regarding the Service Provider Transition was initiated by the Chair and further facilitated by Workforce Tulsa Executive Director, Shelley Cadamy.</p>	<p><u>No Action Necessary</u></p>						
6.	<p>Discussion regarding Board approved Youth policies took place as facilitated by Shelley Cadamy.</p>	<p><u>No Action Necessary</u></p>						
7.	<p>Discussion regarding the Winter Work Experience Program was facilitated by Amber Knaack, Workforce Tulsa Youth Business and Career Services Manager.</p>	<p><u>No Action Necessary</u></p>						
8.	<p>Discussion regarding Early Warning System- Data Sharing Agreement/Memorandum of Understanding between Workforce Tulsa & Tulsa Public Schools was facilitated by Shelley Cadamy.</p> <table border="1" data-bbox="237 821 1029 1270"> <thead> <tr> <th data-bbox="237 821 643 873">Action Steps</th> <th data-bbox="643 821 1029 873">Accountability</th> </tr> </thead> <tbody> <tr> <td data-bbox="237 873 643 1073">1. Invite Ric Munoz to present about hope theory to the Committee at the next meeting.</td> <td data-bbox="643 873 1029 1073">Shelley Cadamy</td> </tr> <tr> <td data-bbox="237 1073 643 1270">2. Sub-Committee to develop strategy moving forward.</td> <td data-bbox="643 1073 1029 1270">Geoffrey Wilbur Richard Pilazzo Susan Hartzler Kuma Roberts William (Scott) Ferris</td> </tr> </tbody> </table>	Action Steps	Accountability	1. Invite Ric Munoz to present about hope theory to the Committee at the next meeting.	Shelley Cadamy	2. Sub-Committee to develop strategy moving forward.	Geoffrey Wilbur Richard Pilazzo Susan Hartzler Kuma Roberts William (Scott) Ferris	<p><u>No Action Necessary</u></p>
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2. Sub-Committee to develop strategy moving forward.	Geoffrey Wilbur Richard Pilazzo Susan Hartzler Kuma Roberts William (Scott) Ferris							
9.	<p>Compliance: Workforce Tulsa Compliance & Outreach Manager, Nicole Cue, presented the Program Year 2016 Quarter 2 Contract Performance Report (though not yet finalized), and she reported that as it stand currently, the service provider will not receive their Adult and Dislocated Worker incentive for their due to a failure to document properly.</p>	<p><u>No Action Necessary</u></p>						
10.	<p>Client Success Story presentations took place:</p> <ul style="list-style-type: none"> • Krishele Prejean's story was presented by her Workforce Tulsa Youth Career Manager, Scott Obomanu. • Soshana Chavez's story was presented by her Workforce Tulsa Youth Career Manager, Jennifer Conger. 	<p><u>No Action Necessary</u></p>						
11.	<p>Youth Outreach and Activities Update was presented by Amber Knaack.</p>	<p><u>No Action Necessary</u></p>						

12.	One-Stop Operator Report was presented by Shelley Cadamy due to the absence of Workforce Tulsa Program Interm Director, Kyle Smith. November 2016 Metrics were included in the meeting packet.	<u>No Action Necessary</u>				
13.	Chair Update: Chair, Joyce McClellan, stated she had nothing else to offer other than what had already been discussed.	<u>No Action Necessary</u>				
14.	<p>Manager of Youth Strategy Report:</p> <ul style="list-style-type: none"> Shelley Cadamy described the selection process and reported that this position has been filled, and the new manager will start on 03/20/2017. Shelley Cadamy explained the Board's Criminal Justice Reform Support Letter <table border="1"> <thead> <tr> <th>Action Steps</th> <th>Accountability</th> </tr> </thead> <tbody> <tr> <td>3. Email the Board's Criminal Justice Reform Support Letter to the Committee members.</td> <td>Julie Sorrels</td> </tr> </tbody> </table>	Action Steps	Accountability	3. Email the Board's Criminal Justice Reform Support Letter to the Committee members.	Julie Sorrels	<u>No Action Necessary</u>
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15.	<p>New Business:</p> <p>A. Reviewed and Approved changing the meeting schedule so that these Committee meetings will last 2 hours and take place every other month starting in May, 2017.</p> <p>B. Reviewed and Approved building into the incentive policy that the TABE (Test of Adult Basic Education) Test incentive payments to be capped at \$200 with each payment to be awarded for an increase of two grade levels.</p>	<p>A. Motion to Approve: Geoffrey Wilbur Second: Melinda Lucas Vote: Approved by Unanimous Vote</p> <p>B. Motion to Approve: Kuma Second: Amy Spencer Vote: Approved by Unanimous Vote</p>				
16.	Old Business: None	<u>No Action Necessary</u>				
17.	Discussion: Round Table Review: None	<u>No Action Necessary</u>				
18.	Adjourn: The meeting was adjourned at 10:21 a.m.	<p>Motion to Adjourn: Geoffrey Wilbur Second: Kuma Roberts Vote: Approved by Unanimous Vote</p>				

Chairman Signature:  Date: 5/11/17