

Youth Committee Meeting Minutes - March 4, 2010

By: WIA Staff

Contact: [Les Thompson](#)

Santee-Lynches Workforce Investment Board

Youth Committee Meeting

Thursday, March 4, 2010 6:00 p.m.

Santee-Lynches Regional Council of Governments

36 W. Liberty Street, Sumter SC 29151

Minutes

WIB Youth Council Members Present:

Clarendon: John Tindal

Kershaw: Ed Garrison

Lee: Troy Santoscoy

Sumter: Ginny Dority, Gerald Vaughn

Excused Absences:

Clarendon: Beverly Moberg

Sumter: Sharon Teigue

Guest:

Jonathan Zeigler – The Paxen Group

Staff Present:

Areatha Clark – Workforce Development Operations Manager;

Gwen Davis - Workforce Development Deputy Director; Les

Thompson – Workforce Development Director; Hope Turner -

Workforce Development Finance Coordinator

I. Welcome:

Chairperson Ginny Dority called the Santee-Lynches Workforce Investment Board's Youth Committee meeting to order at 6:02 p.m. She welcomed everyone present.

Approval of Minutes (M):

Chairperson Dority called for a motion to approve the minutes for June 18, 2009. A motion to approve the minutes was made by Mr. John Tindal, seconded by Mr. Gerald Vaughn and passed. All were in favor.

II. Old Business: ARRA Outcomes & Updates:

Ms. Gwen Davis reported on the overall success of the American Recovery and Reinvestment Act (ARRA) Summer Program. She indicated that \$1,067,000 was allocated and 462 youth were served. Eighty Four percent (84%) of the youth served participated in Work Experience. In addition, sixty (60) slots (for students from Crestwood and Lakewood) were funded for Credit Recovery. Due to their participation in this program, fifty seven (57) of the sixty (60) youth were able to pass to the next grade level or graduate from high school. The Credit Recovery program in Lee County (Microburst) won accolades for its program. Mr. John Tindal noted that efforts should have been made to fund all local school districts to assist with increasing the on-time graduation rate.

Ms. Davis reported that of the original allocation distributed, \$155,000 remained unspent at the end of the Summer Program (October 30, 2009). This funding was redistributed to The Paxen Group. They will serve sixty three (63) participants from Clarendon, Lee and Sumter Counties in a Work Experience Component (for approximately 40 – 90 hours) with this additional funding. Co-enrollment of some of their year-round participants with the Summer Youth Program under ARRA may occur. Ms. Davis noted that all work experiences

must be completed by March 31, 2010. An additional month is contracted for The Paxen Group to close out the grant.

III. New Business:

Paxen Performance/Extend Youth Contract or RFP

Mr. Les Thompson gave a brief historical overview of how The Paxen Group became the new Youth Provider for this region. He shared with the group the need for the original lead person (Mr. Jonathan Zeigler) to be a part of the process, as a few issues were encountered as it relates to new enrollment levels being obtained, etc. In response, Mr. Zeigler was reassigned to the Santee-Lynches region to oversee the Youth program facilitated by The Paxen Group. Mr. Thompson added that The Paxen Group was tasked to enroll sixty (60) participants by the WIB Meeting held in January. They were able to meet that goal and currently have ninety three (93) participants enrolled. The Paxen Group has made movement in many areas. However, they are not serving an adequate number of participants from Clarendon and Lee Counties. Therefore, efforts will need to be made by The Paxen Group to increase recruitment efforts in those counties.

Mr. Zeigler gave a brief report on the number of participants served to date for their Out-of-School Youth program. He indicated that the largest interest from participants has been in Sumter County. This is primarily due to being located next to the One-Stop and their efforts with referring Youth participants to Paxen. Mr. Zeigler indicated that The Paxen Group remains committed to building a positive relationship with the One-Stops and has made positive strides in the past month and a half. He went on to report that staff from the Paxen Group also attended a recent Job Fair that was sponsored by the Sumter One-Stop and Sykes and sixty five (65) potential participants who attended the job fair expressed an interest in Paxen's

Youth program. Mr. Zeigler continued that in Clarendon County, the staff has made contact with school registrars and guidance counselors at the high schools to obtain lists of clients who may have recently dropped out of school. A list of fifteen (15) has been provided thus far. Moreover, efforts in Lee County have not been as great at this point. However, the staff plans to begin working with the guidance counselors and the One-Stop to assist with recruitment efforts in Lee County. As it relates in Kershaw County, fifty (50) potential clients have expressed interest in the program. In addition, plans are to possibly set up an office in the Manning Library or the Manning One-Stop to assist with efforts in Clarendon County. An opportunity may also be available to rent space in Lee County to assist with efforts in that county. In terms of the In-School program, Paxen currently is serving four (4) In-School Youth. Workshops and Tutoring and Study Skills assistance, if needed, are being provided to these In-School participants to ensure that they stay on track to graduate in June 2010.

Mr. Zeigler also shared the status of all Youth participants currently in follow-up. He shared the value of follow-up, to include meeting performance outcomes and ensuring a positive return on investment. Some of the participants who were in follow-up have been brought back into the program due to needing additional services such as occupational skills training and/or job search assistance. Also shared were some of the barriers (i.e. disconnected telephone number, change of address without notification, etc.) encountered with Follow-Up and how Paxen has established creative solutions to overcoming the barriers (i.e. 411.com, Facebook, Home visits, Zaba Search, etc.). Mr. Zeigler added that some of these tools were also good recruitment methods. A list of those participants in Follow-Up who could not be contacted was requested to be provided to the Youth Council by Mr. Zeigler.

Mr. Zeigler reported to the Youth Council that eight (8)

participants have taken the GED exam and six (6) have passed it. One (1) of the students who recently passed the GED exam has now also obtained unsubsidized employment.

Mr. Thompson interjected that the Youth Council should re-evaluate Paxen's program/performance in thirty (30) days to determine the progress made before making a decision to either extend their current contract or go out with a Request for Proposal (RFP) for Youth Services. The Paxen Group must meet a goal of enrolling two hundred (200) Youth participants by the end of May. However, one hundred and fifty (150) participants must be enrolled by the end of March. Mr. Zeigler expressed confidence that Paxen should be able to meet these goals now that the transition period has passed.

Review of Youth Council Core Work/Consultant Progress/Brainstorm Regional Youth Programs

Mr. Thompson requested that the Youth Council members review section 664.100 of the Federal Register as it relates to "What is the Youth Council?". He indicated that this excerpt will help to lay the foundation for Youth Council Core Work. Mr. Thompson also provided a copy of the Statement of Qualifications for a Youth Program Consultant who would facilitate asset mapping and strategic planning with the Youth Council. Plans are to also incorporate the strategic plans of school districts. He also noted that the WIB has never set aside funding to produce a Youth-related Strategic Plan. However, the local area is mandated to have a strategic plan and it should include asset mapping. Therefore, assistance is needed with asset mapping in the planning process and a consultant would be able to provide such assistance. Moreover, Mr. Thompson reported that there is also a need to brainstorm about other Youth programs available in the region who could serve Youth who may not be the best fit for WIA. He asked that the Youth Council members

email a list of such agencies so that they can be provided to the consultant. Once the list is received, the group will rank order the agencies that the consultant will contact to obtain additional information on their organization and the services that they provide. The Youth Council members were also requested to identify agencies who serve at-risk Youth that they feel should be a part of the Youth Council who could assist with creating a solid plan. Mr. Tindal recommended possibly creating an advisory group instead who would assist with strategic planning when needed. He also reported that a group in Manning has created a book of agencies that offer various services in the community in particular to Youth. Mr. Tindal will provide a copy to the staff. In conclusion, Mr. Thompson requested that the Youth Council members review the Statement of Qualifications for the Youth Program Consultant and email any comments and/or suggestions to him by 10am the next morning.

Youth Coordinator Position/Options

Mr. Thompson explained to the Youth Council members why the local area is seeking a new Youth Coordinator. He added that there is a need to rehire for this position. Mr. Thompson shared that the staff has visited with another local area that operates their Youth programs in house. In the event Paxen's performance does not meet all expectations and operating the Youth program in-house becomes an option, the staff would not recommend taking on such a task at this time due to the expected transition that will occur with the SC Employment Security Commission. In addition, the staff is recommending re-evaluating the overall Youth program prior to hiring a new Youth Coordinator. In response, the Youth Council Members expressed a unanimous approval for the staff to move forward in hiring a Youth Coordinator. They also requested that a copy of the job description be sent to them for review prior to advertisement.

IV. Chair's Comments:

Chairperson Dority briefly shared with the group that she has been attending board meetings for Sumter School Districts #2 and #17 and have been meeting with Mr. Thompson to assist with learning more about the youth program. She expressed a need to begin moving toward building a solid mentoring program. In addition, Chairperson Dority challenged all WIB members to become a mentor. She also recognized the efforts of First Baptist Church and their willingness to reach out to students at Lemira Elementary School, as the church is trying to create mentoring plans to assist the teachers who have to watch students during lunch as well as become involved with teacher appreciation day events.

V. Adjournment:

There being no other business, the Santee-Lynches Workforce Investment's Youth Council meeting adjourned at 6:55 p.m.

The next meeting of the Youth Council is scheduled for Tuesday, April 20, 2010 at 5:00 p.m.

Respectfully Submitted,

Areatha Clark, Workforce Development Operations Manager