

**Santee-Lynches Workforce Investment Board
Youth Council Meeting
Tuesday, January 4, 2011 – 5:00 PM
Santee-Lynches Regional Council of Governments
36 West Liberty Street, Sumter, SC 29150**

Minutes

Youth Council Members Present:

Beverly Moberg, Chair, Barbara Brown, Ginny Dority, Ramona Lies, Troy Santoscoy, Sharon Teigue, John Tindal

Staff Present:

James T. Darby, Jr., Executive Director, SLRCOG
Brenda Golden, Workforce Development Youth Director
Donna Thames, Workforce Development Administrative Assistant

Guests Present:

John Metcalf, Youth Strategic Planning Consultant
Kal Kunkel, Region Manager, Palmetto Youth Connections – (New Youth Provider)
Glynda Miller, Palmetto Youth Connections
Dana Grant, Palmetto Youth Connections

I. Welcome:

Chairman Beverly Moberg called the Santee-Lynches Workforce Investment Board's Youth Council meeting to order at 5:02 PM.

II. Approval of Minutes:

Chairman Moberg entertained a Motion to approve the Youth Council Meeting of November 8th, 2011. **The Motion was made by Ms. Sharon Teigue and seconded by Mr. John Tindal to approve the minutes from the November 8, 2010 Youth Council Meeting.** Chairman Moberg asked if there was any discussion. There being no discussions, Chairman Moberg called for a vote. **All were in favor and the motion passed unanimously.**

Chairman Moberg entertained a Motion to approve the Youth Council/Strategic Planning Meeting of December 1, 2011. **The Motion was made by Mr. John Tindal and seconded by Sharon Teigue to approve the minutes from the December 1, 2011 Youth Council/Strategic Planning Meeting.** Chairman Moberg asked if there was any discussion. There being no discussions, Chairman Moberg called for a vote. **All were in favor and the motion passed unanimously.**

Chairman Moberg entertained a Motion to approve the Youth Council Minutes of December 9, 2011. **The Motion was made by Ms. Sharon Teigue and seconded by Mr. John Tindal to approve the minutes from the December 9, 2011 Youth Council Meeting.** Chairman Moberg asked if there was any discussion. There being no discussions, Chairman Moberg called for a vote. **All were in favor and the motion passed unanimously.**

Ms. Brenda Golden, Youth Director, asked Ms. Sharon Teigue to speak on an exciting new project under way at Sumter/Lee Adult Education that complements the WIA out-of-school youth program.

Ms. Sharon Teigue shared information about a new grant project funded by Bank of America and the Sisters of Charity to provide supportive services to Adult Education students. The program will emphasize career development and one aspect of the program is that young, successful speakers from the local area will make presentations to GED participants about their jobs and how they achieved their positions. She reminded the Youth Council that there is a substantial population of incarcerated youth needing education, and that Adult Education is addressing this issue.

III. Strategic Plan Presentation:

Mr. John Metcalf, the Youth Strategic Planning Consultant, presented a power point presentation to the Youth Council listing the proposed goals and strategies for approval by the Youth Council.

The following report was presented to the Youth Council at this meeting. (A copy of the power point presentation is attached to the minutes).

Review the Youth Council Strategic Plan

- Why the Council exists
- The Council's purpose
- Its overarching goals
- The purchase of the planning
- The process
- The input
- The outcome

The Council's adoption.

Project Purpose and Outcome

Review of Input to the Plan and Outcomes

Planning Input

- Demographic Study – included in board packets
- Trends

Focus Group Overview

What were some of the barriers preventing our youth from graduating?

Best quotes of group participants...

Best incite – 24/48 life – what happens the last 24 hours and the next 48 hours is what's important.

Super Themes

- Schools
- Parents
- Business

Sub-Themes – Focus Area and Strategic Input

- **Alignment** between business needs and curriculum
- **Network** Development between business, parents and education
- **Connections** between education and parents
- **Campaign** for valuing education.

Focus Areas and Their Goals

Alignment – Goal 1 – will foster opportunities for “in-school” youth and Goal 2 – encourage schools and business to share resources that allow “out-of-school” youth to obtain the skills necessary to pursue meaningful careers.

Ms. Golden pointed out that on page 8 of the 2011 Strategic Plan the strategies are listed.

Network – create a “Community Network” – i.e. Facebook or other social medias.

Connections between Education and Parents – “working relationship” with parents, students, educators and community organizations.

Campaign for Valuing Education – public relations campaign that emphasizes the importance of excellent education.

Each of the 4 can stand alone, but are co-dependent on each other.

Organizing to Get the Work Done

- Form follows function
- What is the right committee structure?
- Setting the council's agenda

Work Group Organization

- Executive Organization – Chair and Chairs of the Adhoc Committees
- 4 Committee Groups – Youth Council and Non-Youth Council Members:

Next Steps:

- The Board adopts the plan goals and strategies
- The Board empowers the Council its work through its strategic plan, its funding and community connections.
- The Youth Council organizes itself to complete and execute the work plan.

- Adhoc groups are assigned goals and their support strategies
 - Adhoc groups complete a 12 month plan of work (actions)
 - Plan of work approved by Council Exec. Committee
 - The Exec. Committee reviews progress quarterly to ensure the plan is on track and is meeting expectations.
- The plan is reviewed annually by the full Youth Council and can be adjusted as necessary.

Additional comments:

Chairman Moberg stated that: "There are four (4) specific goals as listed on page 8 of the strategic plan. Now we can expand on each goal".

Ms. Brenda Golden – "We have identified each goal and developed a strategy for each goal".

Mr. Troy Santoscoy – "Haven't we adopted the goals and now we need to vote on the strategies"?

Mr. John Tindal – "We now have a good comprehensive, working plan".

Mrs. Ramona Lies – "It is now something different to see the goals on paper".

Mr. Troy Santoscoy – " We now need to develop the Ad hoc group".

Mr. John Tindal – "As previously discussed, the meetings will be focused on the work".

Mr. John Metcalf – Remember to keep focused and measure progress as you move along and have a celebration meeting at the end of the first year".

Mr. Troy Santoscoy – "Some of our progress cannot be measurable for a while, but we can measure the progress against the set dates".

Ms. Barbara Brown – "Can we pick committees tonight"?

Chairman Moberg entertained a Motion to approve the 2011 Strategic Plan as presented by John Metcalf. **The Motion was made by Mr. John Tindal and seconded by Mr. Troy Santoscoy to approve the 2011 Strategic Plan.** Chairman Moberg asked if there was any discussion. There was discussion on obtaining email votes from the Youth Council Members not present. Ms. Golden will follow thru with the email votes, so that the Youth Strategic Plan can be presented as a motion to the WIB Board at the next meeting on Tuesday, January 18, 2011. There being no further discussions, Chairman Moberg called for a vote. **All were in favor.**

IV. Introduction of New Youth Service Provider/Report on Transition to New Provider

Ms. Brenda Golden introduced the staff Members from Henkels & McCoy (dba Palmetto Youth Connections), the new Youth Service Provider, whose contract began on January 1, 2011 and will run thru June 30, 2011.

Mr. Kal Kunkel thanked the Youth Council for entrusting Henkels and McCoy/Palmetto Youth Connections as the new Youth Provider. As of today, Mr. Kunkel informed the board that the following had been completed: Jobs posted for 6 career coaches, the lease/phone/utilities have been finalized on a month to month basis, a meeting will occur on Wednesday with the three Adult Education Directors to become partners with their agencies, and the contract between SLWIB and Henkels and McCoy should be completed. Mr. Kunkel stated that there are 188 active students and they have already been seeing students and are moving forward ahead of schedule.

Ms. Golden reminded the Youth Council that the doors have not been closed to the participants and there has been no gap in service, even though there has been a very tight schedule.

V. Statement of Work – (Draft Document)

A copy of the draft statement of work was included in the board packets for the review of the Youth Council. Ms. Golden explained that a Memorandum of Agreement (MOA) between the Santee-Lynches Regional Education Education (SLREC) and the Santee-Lynches Regional Council of Government (SLRCOG) has been signed. This is the same process for the SLRCOG and the SLWIB. She asked each member to review the document, so that it can be voted on at the next Youth Council Meeting. Mr. Darby stated that this document can be amended at any time and this agreement is for an external audit. The original budget has not been finalized, but a copy of the draft budget with the 60/40 split is attached to the Agreement.

VI. Meeting Schedule Discussion

A tentative schedule for the Youth Council has been set for the first Tuesday of the month on an every other month basis. This schedule falls in line with the WIB Meeting months. The next meeting is scheduled for March 1st at 5:00 PM, followed by May 3, 2010.

Chairman Moberg stated that she feels like the Youth Council needs to meet at least once a month and the Ad Hoc Committees may need to meet more often and then report back to the Youth Council. After discussions, it was decided that a Youth Council Meeting will be held at its normal meeting date in February.

VI. Adjourn

There being no further business, the Santee-Lynches Workforce Investment Youth Council Meeting was adjourned at 6:20 PM.