

**Santee-Lynches Workforce Investment Board
Youth Council Meeting
Tuesday, May 17, 2011 – 4:00 PM
Santee-Lynches Regional Council of Governments
36 West Liberty Street, Sumter, SC 29150**

Minutes

Youth Council Members Present:

Beverly Moberg, Chair, Barbara Brown, Thaddeus Dickey, Rose Ford, Ed Garrison, Troy Santoscoy, Sharon Teigue

Youth Council Members Not Present:

James Coleman, Jean Ford, Tavita Heriott, Ramona Lies, John Tindal, Gerald Vaughn, Donald Witherspoon

Staff Present:

Brenda Golden, Workforce Development Youth Director
James T. Darby, Jr., Executive Director, SLRCOG
Areatha Clark, Workforce Development Interim Director
Donna Thames, Workforce Development Administrative Assistant
Hope Turner, Workforce Development Finance Coordinator
Becky Thomas, Workforce Development Finance Assistant

Guests Present:

Kal Kunkel, Region Manager, Palmetto Youth Connections
Jessica Harris, Palmetto Youth Connections
Ashleigh Sease, Palmetto Youth Connections
MaryAnn Sewell, Palmetto Youth Connections
Abby Linden, Grants Manager, SCDEW
Raymond Schmidt, Student in the Youth Program

I. Welcome:

Chairman Beverly Moberg called the Santee-Lynches Workforce Investment Board's Youth Council meeting to order at 4:05 PM and welcomed Mr. Thaddeus Dickey to his first Youth Council Meeting. Everyone introduced themselves.

II. Approval of Minutes:

Chairman Moberg entertained a Motion to approve the Youth Council Meeting Minutes of February 1, 2011. **The Motion was made by Mr. Troy Santoscoy and seconded by Ms. Sharon Teigue to approve the minutes from the February 1, 2011 Youth Council Meeting.** Chairman Moberg asked if there was any discussion. There being no discussion, 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 Meeting Minutes of March 15, 2011. **The Motion was made by Ms. Sharon Teigue and seconded by Mr. Ed Garrison to approve the minutes from the March 15, 2011 Youth Council Meeting.** Chairman Moberg asked if there was any discussion. There being no discussion, 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 Meeting Minutes of April 15, 2011. **The Motion was made by Mr. Ed Garrison and seconded by Ms. Sharon Teigue to approve the minutes from the April 15, 2011 Youth Council Meeting.** Chairman Moberg asked if there was any discussion. There being no discussion, 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 Meeting Minutes of April 20, 2011. **The Motion was made by Mr. Ed Garrison and seconded by Mr. Thaddeus Dickey to approve the minutes from the April 20, 2011 Youth Council Meeting.** Chairman Moberg asked if there was any discussion. There being no discussion, Chairman Moberg called for a vote. **All were in favor and the motion passed unanimously.**

III. Business

A. Update on the Out-of-School Youth Program

Mr. Kal Kunkel, Regional Manager with Palmetto Youth Connections (PYC), stated that he would be presenting a Power Point Presentation showing their progress at the WIB Meeting tonight. He introduced Ms. MaryAnn Sewell, the new Program Director, replacing Glynda Miller. He welcomed Raymond Schmidt, a PYC Youth participating in the Youth Program. He reported that since the program began, Career Coaches have been co-located with Adult Education in the four counties of Sumter, Kershaw, Clarendon and Lee. Mr. Kunkel also stated that PYC has received referrals from the Adult Education offices and called attention to the "dashboard," which shows 19 new enrollments: 5 are in occupational training, 1 has received a GED and 17 participants are employed as of April 30, 2011. Since April 30th, eight new participants have been enrolled (4 in Sumter, 2 in Clarendon and 2 in Kershaw). There are 206 participants enrolled in the Youth Program, of which 27 are new, so PYC has a goal of 37 additional students by June 2011. Ms. Jessica Harris reported that PYC has partnered with Central Carolina Technical College to offer a "ServSafe" course and "Customer Service" training.

Mr. Kunkel informed the Youth Council that the goal of PYC is to enroll students who are prepared and suitable for the Program, so that they can form a partnership with the students and have a better chance of completing the program. Raymond entered the program under Paxen and was asked if he wanted to comment. He stated that his experience with Paxen was

not go good, but that PYC has been very helpful.

Ms. Brenda Golden, Workforce Development Youth Director, noted that the 206 participants that Mr. Kal Kunkel referred to are the total number of Youth participants in the Virtual One-Stop (VOS) system. She cautioned that even with more focus on increasing the success of new participants enrolled, the performance measures will not go up until more participants without successful outcomes exit the system; this will take approximately 9 months.

Ms. Sharon Teigue asked if PYC has been able to contact the 150 participants from Paxen. Mr. Kunkel answered that they have contacted as many as they could locate and some have remained participants. Ms. Teigue pointed out that some of these participants may not have been suitable for the program. These youth will impact performance, as well as, those in the ARRA summer program because most of them did not go to work, but now must be counted in performance calculations, Ms. Golden said.

Chairman Moberg commended PYC on all they had accomplished in the past five months and asked if there is anything that will prevent them from achieving their goals. Mr. Kunkel responded by stating that PYC is building community partnerships and community outreach in all four counties. Their partnership with Adult Ed has been a benefit for both agencies. Other accomplishments of PYC include community partnerships with Goodwill Job Connection in Camden, Clarendon County Probation & Parole, Sumter County Prevention Team, Clarendon District #1 Parenting Program, and Lee Coalition. Guidance Counselors at Sumter High School have been contacted to identify students who are on the verge of leaving school, so they may be considered for enrollment before being "lost" in the community. Also, a program on highway safety was held last week with about 80 participants from PYC and adult ed, and parenting and financial classes have been scheduled. Chairman Moberg invited Mr. Kunkel to the next Industrial Round Table Discussion Meeting in Clarendon County.

Mr. Jim Darby reviewed the Orientation numbers and stated that these numbers are similar to the One-Stop numbers. Can Mr. Kunkel elaborate on why students might not enroll? Mr. Kunkel said that they may talk to 100 students before they find 10 who are motivated and interested in the program. Sometimes participants can't be enrolled, not because they are not interested, but they need other services first. Mr. Thaddeus Dickey noted that the dashboard shows 15 new participants in Sumter, 0 in Kershaw, 3 in Lee and 1 in Clarendon, and asked whether things were being done differently in each county. Mr. Kunkel responded that the previous provider did not have staff located in all counties, but PYC has Career Coaches in all four counties and they are recruiting in all four counties.

B. Focus Area Reports

Chairman Moberg gave an overview of the strategic plan and development of focus areas. As background, John Metcalf, Youth Consultant, began working with the Council on strategic plan and goals last fall. Ms. Golden illustrated the process with a timeline: In 2009 the WIB created their Strategic Plan. The state completed its WIB Strategic Plan in 2010 and in January 2011, and the Youth Strategic Plan was adopted. The Youth Strategic Plan includes four focus areas with five goals, and now we need to come up with strategies and timeframes to meet the goals. There is currently no direct correlation between the WIB Plan and the Youth Plan, so Ms. Golden has developed a proposed revision to the WIB Plan to incorporate the focus areas identified in the Youth Plan (included as information in packet). The items in

the current WIB plan related to youth are shown in a "Parking lot" list for consideration by Youth Council to include. The Youth Council will need to make decisions during the focus groups and make recommendations to the full WIB Board.

Chairman Moberg stated that these proposed revisions are for the Youth Council's discussion and recommendations, and the WIB will not be approving them tonight; however we need to proceed with the focus area groups to identify strategies and timelines. Chairs were identified for each goal:

Goal 1: Troy Santoscoy and Thaddeus Dickey

Goal 2: John Tindal and Ed Garrison

Goal 3: Sharon Teigue

Goal 4: Barbara Brown

Goal 5: Kal Kunkel, Raymond Schmidt----- and Barbara Brown will assist.

Chairman Moberg asked each of the groups to meet prior to the next Youth Council meeting, which will be held on June 14th. She stated that the Web meetings have worked well for the last two meetings and are a possibility for the goal committees. Mr. Troy Santoscoy asked if there is a resource for them to use for school contacts. Ms. Golden will help provide contacts and phone numbers.

C. Asset Map from Youth Consultant

Ms. Golden reported that a part of the youth strategic plan consultant's contract was to conduct an asset map, or resource list, of the agencies serving youth in our region. John Metcalf, the consultant, had a low response rate from the agencies, and Ms. Barbara Brown suggested that the Youth Council be sent a copy of the survey so they can either complete or forward to an agency they have contact with. Ms. Golden will do so.

D. LWIB Standard Review

The WIB underwent a pilot standards review last fall by the state and did not earn the designation of a "high performing board." The review cited some items under the Youth program were cited as needing improvement, and Ms. Golden has been working on a corrective action plan for these items (see handout). She will continue to work on the corrective action plan in conjunction with the work of the focus area committees.

E. Health Sector Partnership

Ms. Golden has submitted a proposal as REC Coordinator to the health sector committee to conduct a Health Science Symposium for high school students this fall, which would be in keeping with youth goals.

F. Financial Update on Youth Funds

Ms. Hope Turner referred to Dashboard handouts with the budget/actual variances for PYC. She had spoken with Mr. Kal Kunkel regarding the differences in their reports. PYC calculates its budget based on a 52-week year versus our method calculating the budget over a 12 month period of time. To date PYC is \$104,000 under budget. Ms. Turner stated that PYC began slowly and was hindered with spending the first month. Ms. Turner pointed out on the Dashboard handouts that the remaining ARRA funds should be expended, which means we won't use the current year's funds yet. There are uncertainties at the state level and carrying

forward PY10 funds will alleviate any current concerns. When asked if we would lose any funds if we didn't use them, Ms. Turner said no. Mr. Kunkel with PYC addressed the Council and pointed out the Dashboard he had prepared. He noted that PYC has relocated to the F.E. DuBose center in Manning and is realizing a significant savings in the facility line item. He also spoke of increased participant numbers and the outreach efforts underway in each community.

IV. Other Business

Ms. Golden attended a Virtual One Stop (VOS) "Train the Trainer" class for Case Managers presented by SC DEW. She stated this was an informative session and will assist her in generating information from VOS on the youth program. She also discussed two items going forward to the WIB tonight from prior discussions: the upcoming renewal of the Contract with PYC and possibly the MOU between the WIB & the COG on merging the REC and WIB Youth program.

Ms. Sharon Teague informed the Youth Council of a grant opportunity for culinary arts that would provide a commercial kitchen for use by entrepreneurs and out-of-school kids. Ms. Brown asked that this information be forwarded to her.

V. Chair's Comments

None.

VI. Adjournment

There being no further business, the Santee-Lynches Workforce Investment Youth Council Meeting was adjourned at 5:12 PM.