

# **NR/MR WORKFORCE INVESTMENT BOARD YOUTH COUNCIL**

## **MEETING MINUTES**

**October 15, 2009**

A meeting of the New River/Mount Rogers Workforce Investment Board Youth Council was held on October 15, 2009 at the Wytheville Workforce Center. Those in attendance were as follows:

### **Council Members**

Rhonda Roop, Chair  
Greg Adkins  
Laura Lincoln  
Karen LaPlante  
Mary Critzer  
Stephanie Pennington  
Chris Fields (alternate)  
Toney Jara (alternate)

### **Guest**

Missy Bray – Goodwill Industries  
Traci Mitchell – People, Inc.  
Rick Combs – Rooftop of VA CAP

### **Staff**

Ronnie Martin

At 9:35 AM, 2<sup>nd</sup> Vice Chair, Karen LaPlante, in the absence of Chair Roop, called the meeting of the Youth Council to order, noting that a quorum was present. Ms. LaPlante requested that the Council review the minutes from the meeting held on April 16, 2009. Mr. Adkins made a motion to approve the minutes. Ms. Pennington seconded the motion and the motion was approved unanimously. Ms. LaPlante requested that Council members review the “information only” minutes from June 18, 2009 and August 20, 2009 providing any comments to Mr. Martin.

Next Mr. Martin presented the Financial Report. Mr. Martin brought the Council’s attention to the Financial Report for the period July 1, 2009 through September 30, 2009. Mr. Martin noted that all Program Operators are expending funds in line with projections. Mr. Martin also reviewed with Council Members the ARRA Financial Report for the period May 1, 2009 through September 30, 2009. All ARRA Youth Operators have done a great job expending funds and it is projected that all funds will be expended by December 31, 2009. Mr. Martin also noted that 80% of all contracted funding had been expended through September 30, 2009.

Next Mr. Martin reviewed with Council members the performance report for the first quarter of PY’09 by jurisdiction. Service levels for all jurisdictions are reasonable except the service to Older Youth in Carroll County and Grayson County. Mr. Martin encouraged the Service Provider for these jurisdictions to increase efforts to serve more older youth.

Mr. Martin next reviewed in detail with Council members, the “Final” ARRA Summer report by Program Operator. All Operators did an excellent job serving clients during the summer period through September 30, 2009. Combined, 328 youth were served during the period May 4, 2009 through September 30, 2009. Several older, out of school youth are currently participating in an extended summer component which includes work experience and work readiness instruction through March 31, 2010 or until funds are exhausted.

Chair Roop joined the meeting at this time. Youth Operator representatives present presented information to Council members concerning Formula and ARRA WIA Youth activities. Presentations were made as follows:

Chris Fields – People Inc. of Virginia  
Rick Combs – Rooftop of VA-CAP  
Missy Bray – Goodwill Industries of the Valleys, Inc.

Next Mr. Martin reviewed with Council members details of available additional youth funds to be distributed. Mr. Martin indicated that \$115,000 of youth program funds are available. Several distribution options were reviewed and discussed as follows:

- A) Distribution based on free/reduced lunch numbers by jurisdiction
- B) Distribution based on requests made by current Program Operators
- C) Distribution proportionate based on current funding level

During the discussion, it was noted that the chart for free/reduced lunch had omitted data for Galax City. Mr. Martin indicated that the chart would be corrected and sent out with the meeting minutes. A review of funding distribution options are as follows:

Operators	Free/Reduced Lunch	Operator Request	Proportionate
Goodwill Industries	\$44,938	\$57,500	\$49,221
People, Inc.	\$70,062	\$57,500	\$65,779
Total	\$115,000	\$115,000	\$115,000

After discussion among Council members, Ms. LaPlante made a motion to distribute the available funds proportionate among the current Youth Operators. Ms. Critzer seconded the motion which was approved unanimously with Mr. Fields abstaining. Chair Roop will present Council's recommendation to the Workforce Investment Board on October 28, 2009 for action.

Next, action was taken to elect Officers and Executive Committee members for the current program year. Mr. Adkins made a motion that Rhonda Roop be elected as Youth Council Chair and Karen LaPlante be elected as 1<sup>st</sup> Vice-Chair. Ms. Jara seconded the motion which was approved unanimously. Ms. Roop then made a motion that Laura Lincoln be elected as 2<sup>nd</sup> Vice-Chair. Ms. LaPlante seconded the motion which was approved unanimously. Next, Ms. Roop made the motion that Greg Adkins and Virginia Leadbetter-Bolte be elected to serve on the Executive Committee with the three (3) Officers. Ms. Jara seconded the motion which was approved unanimously. Officers and Executive Committee members elected to serve during PY'09 are as follows:

Rhonda Roop – Chair  
Karen LaPlante – 1<sup>st</sup> Vice-Chair  
Laura Lincoln – 2<sup>nd</sup> Vice-Chair

Executive Committee

Rhonda Roop  
Karen LaPlante  
Laura Lincoln  
Greg Adkins  
Virginia Leadbetter-Bolte

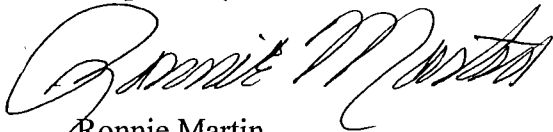
Chair Roop next reviewed the youth key indicators sheet with Council members and requested that any questions be directed to Marty Holliday, WIB Program Planner.

A discussion was held concerning possibly changing the Youth Council meeting date. After polling all members there was no clear consensus on a meeting date, therefore, it was decided to leave the meeting date as the third Thursday of the months in which the WIB meets on the fourth Wednesday.

The 2009 Youth Council meeting schedule was reviewed noting that the next meeting of the Youth Council will be held on December 10, 2009 at the Wytheville Workforce Center beginning at 9:30 AM.

With no further business to discuss the meeting was adjourned by Chair Roop at 10:45 AM.

Respectfully Submitted,

A handwritten signature in cursive script, appearing to read "Ronnie Martin".

Ronnie Martin  
Executive Director

## Distribution of Available Funds

Youth		\$115,000		(Based on Reduced/Free Lunch)	
<u>Jurisdiction</u>		<u># of Reduced/ Free Lunch</u>		<u>%</u>	<u>Share of Funds</u>
Giles County		336		5.17%	\$5,950
Montgomery County		1,107		17.05%	\$19,600
Pulaski County		702		10.81%	\$12,430
Floyd County		255		3.93%	\$4,515
Radford City		138		2.12%	\$2,443
		2,538		39.08%	\$44,938
Bristol City		401		6.17%	\$7,100
Washington County		620		9.55%	\$10,978
Smyth County		856		13.18%	\$15,156
Wythe County		595		9.16%	\$10,536
Bland County		142		2.19%	\$2,514
Carroll County		672		10.34%	\$11,898
Grayson County		424		6.53%	\$7,507
Galax City		247		3.80%	\$4,373
		3,957		60.92%	\$70,062
<b>Totals</b>		<b>6,495</b>		<b>100%</b>	<b>\$115,000</b>