

YOUTH COMMITTEE
Meeting Minutes – June 26, 2019
Crawford County Career and Technical Center, 860 Thurston Road, Meadville, PA

ATTENDANCE: Kevin Sprong, Eileen Mullen, Amanda Hetrick, Kay Koyack, Dr. Lisa Miller, Monica Daquilante, H. Fred Walker, Dan DiTullio, Jill Foys, Phil Askins, Melissa McLaughlin, Deb Anderson ☎, Jack Hewitt ☎, Chris Davison ☎, Elizabeth Wilson ☎

CONTRACTOR: Sara Dodeci, Misty O'Connor

NWPA Job Connect: Deb O'Neil, Jackie Hamilton

WELCOME

The Youth Committee of the NWPA Job Connect board met on June 26, 2019 at the Crawford County Career & Technical Center, 860 Thurston Road, Meadville, PA. The meeting began at 9:05 am.

VISITOR RECOGNITION/PUBLIC COMMENT

Visitors were recognized. There was no public comment.

APPROVAL OF MINUTES – May 1, 2019

The minutes of the May 1, 2019 meeting were included in the meeting packet and presented for approval.

MOTION

It was moved by Ms. Hetrick and seconded by Dr. Miller to approve the May 1, 2019 meeting minutes as presented. All were in favor. Motion passed and carried.

REVIEW OF PREVIOUS ACTION ITEMS

1. **Ms. O'Connor will provide a detailed youth report for the Youth Committee that includes the number of youth served by county.** Complete – this will happen later in the meeting.
2. **Ms. Hamilton will be asked to send out a Doodle poll to members to identify a meeting date for rescheduling the July Youth Committee meeting.** Complete.

YOUTH PROGRAM OVERVIEW

TANF YOUTH PROGRAM REPORT

Ms. Dodeci noted that several TANF subcontractors were unable to use their funding, conduct programming, or procure necessary eligibility information from participants, so their money was returned. Seven contracts are being amended to include this unspent funding. There was an Industry Club Expo on May 9 and several Youth Committee members commented that it was an exceptional day. At least 75 students participated. A full report will be provided at the next Youth Committee meeting.

Ms. Dodeci recalled the state's additional requirements for TANF programming this program year and compared them to past requirements. Some contractors have had difficulty in meeting increasing requirements, which include gathering eligibility

information from each participant and sending it to the state for eligibility determination. This has led to programs returning money late in the year, making it difficult to expend funds in a timely manner as required. Amended contracts require additional time to negotiate and execute, and even more time is needed for participant eligibility information gathering. As a result, ResCare staff will be exploring several options for TANF RFPs in the new program year. These options include two-year contracts and contracting with agencies with proven ability to conduct programming and expend funding. The committee was concerned that providing fewer contracts serving larger groups may not serve rural participants well, as there are few large programs outside of Erie County. Ms. Dodeci and the committee noted ways to build this consideration into the RFP and scoring. It was also noted that past performance and outcomes should also be considered as part of the award process. The committee also noted that programs should be asked to identify their anticipated challenges so that staff can work to mitigate those early in the contracting process, if possible. The scoring rubric should incorporate local as well as state priorities. Ms. Dodeci stated that the draft RFP will be sent to the Youth Committee for their input once it is available.

****ACTION****

- **A full report on the Industry Club Expo will be presented at the next meeting.**
- **The draft TANF RFP will be sent to the Youth Committee for input prior to release.**

OUT-OF-SCHOOL YOUTH PROGRAM UPDATE

Misty O'Connor, Youth Program Manager for ResCare, provided a youth program overview including a PowerPoint presentation. It was discussed that transportation remains an issue for out-of-school youth, especially in rural areas. Ms. O'Connell stated that more youth could have participated in work experience opportunities with better transportation options. Supportive services funding was sometimes used for bicycle purchases and car repairs. Ms. Hetrick noted that insurance cost is also a barrier. Ms. O'Neil noted that board staff is working with West Central WDA to conduct a transportation summit within the next year, as the Northwest Commission is having grant conversations about opportunities around transportation.

YOUTH PROGRAM EXPENDITURE REPORT

The youth program expenditure report details were included as part of the presentation. According to the presentation, all \$1.5M in youth funding will be expended within the program year.

OTHER BUSINESS

NEXT MEETING – WEDNESDAY, SEPTEMBER 4, 2019

REVIEW OF ACTION ITEMS

1. **A full report on the Industry Club Expo will be presented at the next meeting.**
2. **The draft TANF RFP will be sent to the Youth Committee for input prior to release.**

REPORT TO THE EXECUTIVE COMMITTEE

The committee asked that Ms. O'Connor's update on the youth program be shared with the board at a future meeting as a Workforce Development Discussion. It was noted that the subject of those discussions is at the discretion of the Executive Committee, so they will be informed of this request.

ADJOURNMENT

MOTION

It was moved by Dr. Miller and seconded by Ms. Hetrick to adjourn the meeting. All were in favor. Motion passed and carried.

The meeting adjourned at 10:11 am

Respectfully submitted,
Jackie Hamilton
NWPA Job Connect