

**ALABAMA WORKFORCE INVESTMENT AREA YOUTH COUNCIL
MEETING MINUTES
August 28, 2012
Alabama Center for Commerce, Room 342
Montgomery, Alabama**

A meeting of the Alabama Workforce Investment Area Youth Council convened on August 28, 2012 at 10:05 am (CDT) in Room 342 at the Center for Commerce Building in Montgomery, Alabama.

Members Present: (6)

Steve Turkoski - Chair
Daniel Boyd
Frank Coiro
Susan McKim
Anne Payne
Walter Wood

Members Absent: (4)

Joseph Brown
Eddie Johnson
Bev Leigh, III
Carolyn Sutley

Others Present: (8)

Tammy Farmer	WDD	Crystal Davis	WDD
Mickey Hutto	WDD	Jan Dame	WDD
Dennis Hopper	WDD	Tracey Smith	WDD
Chrissie Boyd	WDD	Dave Veatch	WDD

Dr. Steve Turkoski, Youth Council Chair, called the meeting to order at 10:00 am (CDT). A quorum was established.

The first item of business was to approve the minutes from the previous Council meeting held on May 16, 2012. Members were sent a copy via email for review.

**MOTION: Mr. Frank Coiro made a motion to approve the minutes.
Mr. Walter Wood seconded the motion.
MOTION APPROVED.**

Chairman Turkoski explained for this second Request for Proposals (RFP) the funds needed to be dispersed in an effective manner targeting the counties with high poverty rates. He explained the demographic data he provided to the council members showing the counties most in need based on income levels, poverty levels, and education correlated to the eligible counties for this RFP. The proposals received requested approximately \$9.5 million and there was only \$1 million available. The Council will need to base funding recommendations on data for targeted counties and scores for each proposal as the number of awards will be limited. As with the previous proposals, the Council will make recommendations to the full Alabama Workforce Investment Area (AWIA) Board to fund at the proposed level, fund at a lower level, or not to fund. The AWIA Board will make the final decision on which providers will receive funding.

Ms. Tracey Smith, AWIA Youth Coordinator, explained the process for the second RFP which was issued on July 5, 2012. A proposer's conference was held on July 13th with 30 people in attendance. The questions and answers from that conference and from the previous proposer's conference were posted on the ADECA website. Forty-six (46) responses were received. Two proposers submitted multiple proposals, one submitted five proposals for five different counties, and the other submitted twenty-one proposals, one for each of the eligible counties. Nine proposals were deemed "non-responsive" for various reasons, i.e. insufficient number of copies or missing pages.

Thirty-seven (37) proposals were reviewed and evaluated based on the criteria in the RFP by a four-member team of Workforce Development Division (WDD) staff. The scoring was computed on a 100 point scale.

Discussion followed on the procedures the Council would use to review the proposals submitted to provide youth services. The members decided to review proposals separately and in the ranked order based on the 100 point scale.

Due to the limited amount of funding available a motion was made to only consider those proposals with a score of 50 or above.

**MOTION: Ms. Anne Payne made a motion to only consider proposals submitted in response to the RFP which scored 50 or above.
Dr. Steve Turkoski seconded the motion.
MOTION APPROVED.**

The council agreed to consider the proposals beginning with the highest score first, comparing counties served and cost per participant. Just as with the previous youth program recommendations, these proposals had to be evaluated based on the level of services they proposed to provide and the number of youth they proposed to provide services to.

RFP # 12-11 Easter Seals West Central Alabama Rehabilitation Center requested \$128,231.87 for the "Creating Access & Potential (CAP) Program" to provide services to 45 of the neediest youth in Dallas, Perry, and Wilcox counties.

A motion was made to recommend the proposal for funding as proposed.

**MOTION: Dr. Daniel Boyd made the motion.
Mr. Walter Wood seconded the motion.
MOTION APPROVED.**

RFP # 12-14 Bevill State Community College requested \$180,423.00 for the "Bevill Initiative for Graduation (BIG)" program to serve 80 youth in Pickens and Fayette counties.

Mr. Mickey Hutto, Supervisor of the AWIA Section, explained that Bevill State currently operates an out-of-school WIA program and this proposal was for an in-school youth program to hire Career Coaches. The Department of Postsecondary Education is currently providing funding to hire Career Coaches.

A motion was made to **Table** the final decision on whether to recommend to fund or not fund this proposal until all other proposals were reviewed and a total of funds recommended could be determined.

**MOTION: Ms. Anne Payne made the motion to table the discussion.
Mr. Frank Coiro seconded the motion.
MOTION APPROVED to table the discussion.**

This proposal was brought back up for action before adjourning. A motion was made to not recommend this proposal for funding due to a lack of funds.

**MOTION: Ms. Anne Payne made the motion to not recommend the proposal for funding.
Mr. Walter Wood seconded the motion.
MOTION APPROVED.**

RFP # 12-10 The Circle of Care Center for Families requested \$114,000.00 for the "Youth Employment Skills (YES!) Project" to serve 50 youth in Chambers County.

A motion was made to recommend the proposal for funding as proposed.

**MOTION: Mr. Frank Coiro made the motion.
Dr. Daniel Boyd seconded the motion.
MOTION APPROVED.**

RFP # 12-18 Perry County Schools requested \$114,000.00 for "Perry's Automobile Manufacturing Career Education (PACE)" program to serve 50 youth in Perry County.

A motion was made to recommend the proposal for funding as proposed but reserve the right to review proposals serving multiple counties or the same county if funding is not available.

**MOTION: Ms. Anne Payne made the motion.
Mr. Frank Coiro seconded the motion.
MOTION APPROVED.**

Dr. Daniel Boyd abstained from the discussion and vote by excusing himself from the meeting (he left the room).

RFP # 12-28 Lowndes County Public Schools requested \$148,301.00 for the "Striving to Achieve Results (STAR)" program to serve 50 at risk youth in Lowndes County.

Mr. Hutto explained that this proposal requested funding for dual enrollments which the Council and AWIA had previously approved \$1 million dollars in funding for the entire local area. Also, the proposal requested funding for a summer youth program. The AWIA does not typically operate summer programs in single counties due to difficulties in meeting the Department of Labor Youth

Performance Standards which will apply and due to limited funding for operating these programs in only one county. Deducting these amounts from the budget, the funds requested would total \$62,780.00.

A motion was made to recommend the proposal for funding for a total of \$62,780.00 excluding funds for dual enrollment and summer program from the proposal.

**MOTION: Mr. Walter Wood made the motion.
Ms. Anne Payne seconded the motion.
MOTION APPROVED.**

**Dr. Daniel Boyd abstained from the discussion
and vote by excusing himself from the meeting
(he left the room).**

RFP # 12-19 Monroe County Board of Education requested \$218,684.00 for the "Operation Graduation" program and the "Second Chance Dropout Recovery" program to serve 40 youth in Monroe County.

Mr. Hutto stated that this proposal also requested funding for summer youth jobs and their requested number of staff for the program was extremely high. The proposal was requesting help to improve their high school graduation rates but the reported graduation rates for the three high schools in the county range from 86% to 92%.

A motion was made to **Table** the final decision on whether to recommend to fund or not fund this proposal until all other proposals were reviewed.

**MOTION: Ms. Anne Payne made the motion to table the discussion.
Ms. Susan McKim seconded the motion.
MOTION APPROVED to table the discussion.**

**Dr. Daniel Boyd abstained from the discussion
and vote by excusing himself from the meeting
(he left the room).**

This proposal was brought back up for action before adjourning. A motion was made to not recommend this proposal for funding due to a lack of funds.

**MOTION: Ms. Anne Payne made the motion to not recommend the proposal for funding.
Mr. Walter Wood seconded the motion.
MOTION APPROVED.**

RFP # 12-15 Hale Empowerment and Revitalization Organization, Inc. (HERO) requested \$98,000.00 for the "Training in Hale" program to serve 28 youth in Hale County.

Mr. Hutto stated that this proposal was from a previous youth provider and would be the third opportunity if provided to them. The previous program had no outcomes, no credentials were earned, there were no literacy/numeracy gains (a performance measure), and no participants were employed.

A motion was made to not recommend this proposal for funding.

**MOTION: Ms. Anne Payne made the motion to not recommend the proposal for funding.
Mr. Frank Coiro seconded the motion.
MOTION APPROVED.**

RFP # 12-13 WMA Group, Inc. requested \$440,710.00 for "Operation Jump (Just Us Making Progress)" program to serve 150 youth in Greene, Hale, and Sumter counties.

A motion was made to **Table** the final decision on whether to recommend to fund or not fund this proposal until all other proposals were reviewed.

**MOTION: Ms. Anne Payne made the motion to table the discussion.
Mr. Walter Wood seconded the motion.
MOTION APPROVED to table the discussion.**

This proposal was brought back up for action at the end of the meeting. A motion was made to not recommend this proposal for funding due to a lack of funds.

**MOTION: Dr. Daniel Boyd made the motion to not recommend the proposal for funding.
Mr. Walter Wood seconded the motion.
MOTION APPROVED.**

RFP # 12- 4 Children and Family Connection of Russell County, Inc. requested \$230,635.94 for the "Stepping Up!" project to serve 100 youth in Russell County.

Mr. Hutto stated that the budget for this proposal included the purchase of a van and computer equipment and extensive staff for the program. They also listed non-WIA performance outcomes as goals. Council members reiterated the fact that with limited WIA funding the mission should not be to provide capital to start new programs without a "track record" serving WIA participants.

A motion was made to not recommend this proposal for funding.

**MOTION: Ms. Anne Payne made the motion to not recommend the proposal for funding.
Dr. Daniel Boyd seconded the motion.
MOTION APPROVED.**

Proposal 12-23 was discussed concurrently with 12-4 since they were both proposing to serve Russell County youth.

RFP # 12-23 Teens Empowerment Awareness with Resolutions (TEARS), Inc. requested \$122,217.00 for the “Youth Builders Career Development Program” to serve 50 youth in Russell County.

This proposal to serve Russell County youth is approximately one-half the cost of proposal 12-4 with less staff costs. No major purchases are listed in the budget.

A motion was made to recommend the proposal for funding as proposed.

**MOTION: Dr. Daniel Boyd made the motion.
Ms. Susan McKim seconded the motion.
MOTION APPROVED**

RFP # 12-20 Dallas County Children’s Policy Council (DCCPC) requested \$126,560.00 for the “Dallas County Workforce Investment Act” program to serve 60 youth in Dallas County.

Discussion was held concerning the Policy Council and the successes they have had with administering their existing programs for youth. They usually have a fiscal agent to administer funds. A motion was made to recommend this proposal for funding with the stipulation that the County serve as fiscal agent.

**MOTION: Mr. Frank Coiro made the motion to recommend this proposal.
Mr. Walter Wood seconded the motion.
MOTION APPROVED.**

Proposals 12-5, 12-6, 12-7, 12-8, and 12-9 were all submitted by Central Alabama Opportunities Industrialization Center, Inc. for five different counties. The proposals were essentially the same for each county. These proposals had the highest cost per participant of the thirty-seven proposals evaluated. Staff from Montgomery County would be sent into the other counties to develop, train, and operate the new programs per the proposals. Council members questioned how staff could be spared from the program in Montgomery when it was not meeting performance goals at this time.

RFP # 12-05 Central Alabama Opportunities Industrialization Center, Inc. requested \$298,009.07 for the “Central Alabama Workforce Investment” program to serve 40 youth in Pike County.

RFP # 12-06 Central Alabama Opportunities Industrialization Center, Inc. requested \$295,931.15 for the “Central Alabama Workforce Investment” program to serve 40 youth in Macon County.

RFP # 12-07 Central Alabama Opportunities Industrialization Center, Inc. requested \$291,775.31 for the “Central Alabama Workforce Investment” program to serve 40 youth in Lowndes County.

RFP # 12-08 Central Alabama Opportunities Industrialization Center, Inc. requested \$298,009.07 for the “Central Alabama Workforce Investment” program to serve 40 youth in Dallas County.

RFP # 12-09 Central Alabama Opportunities Industrialization Center, Inc. requested \$297,547.31 for the “Central Alabama Workforce Investment” program to serve 40 youth in Bullock County.

A motion was made to not recommend these proposals for funding due to high participant costs and questions concerning the capacity to accomplish these programs.

MOTION: Ms. Anne Payne made the motion to not recommend these proposals for funding. Ms. Susan McKim seconded the motion. MOTION APPROVED.

Dr. Daniel Boyd and Mr. Frank Coiro abstained from the vote.

RFP # 12-02 Clarke County Board of Education requested \$141,657.25 for the “Winning Ways” program to serve 60 youth in Clarke County.

A motion was made to recommend this proposal for funding as proposed.

MOTION: Mr. Frank Coiro made the motion. Dr. Daniel Boyd seconded the motion. MOTION APPROVED.

RFP # 12-16 Macon County Public School System requested \$178,800.00 for the “Macon County Public School System Initiative” program to serve 140 youth in Macon County.

Discussion followed on the number of participants to serve and the cost per participant.

A motion was made to recommend this proposal for funding at \$130,000.00 and decrease the number of participants served from 140 to 60.

MOTION: Mr. Walter Wood made the motion. Mr. Frank Coiro seconded the motion. MOTION APPROVED.

RFP # 12-22 Teens Empowerment Awareness with Resolutions (TEARS), Inc. requested \$105,745.90 for the “Building Responsible Individuals through Deliberate Guidance Empowerment and Support (BRIDGES)” program to serve 50 youth in Macon County.

This proposal states it will serve youth in Macon County but the training site is in Phenix City which is in Russell County.

A motion was made to not recommend this proposal for funding due to already funding a proposal for Macon County.

MOTION: Ms. Anne Payne made the motion to not recommend this proposal for funding. Mr. Walter Wood seconded the motion. MOTION APPROVED.

RFP # 12-03 Yates Consulting Firm, LLC requested \$110,000.00 for the “Youth Empowerment Services (YES) Program” to serve 50 youth in Chambers County.

A motion was made to not recommend this proposal for funding due to funding another proposal in Chambers County.

**MOTION: Ms. Anne Payne made the motion to not recommend the proposal for funding.
Dr. Daniel Boyd seconded the motion.
MOTION APPROVED.**

A total of the currently recommended youth proposals was conducted which indicated that approximately \$60,000.00 remained of the funds available.

RFP # 12-17 Wilcox County Children’s Fund, Inc. requested \$248,919.00 for the “Wilcox Opportunity for Work (WOW)” program to serve 250 youth in Wilcox County.

Discussion followed concerning the proposed number of youth to serve and the total amount requested. Questions were raised concerning the proposer’s ability to administer the grant.

A motion was made to not recommend this proposal for funding due to a lack of funds.

**MOTION: Mr. Walter Wood made the motion to not recommend the proposal for funding.
Ms. Anne Payne seconded the motion.
MOTION APPROVED.**

RFP # 12-01 Community Action Agency of South Alabama requested \$400,000.00 for the “Youth in Action” program to serve 90 youth in Escambia, Clarke, Monroe, Conecuh, and Wilcox counties.

A motion was made to not recommend this proposal for funding due to a lack of funds.

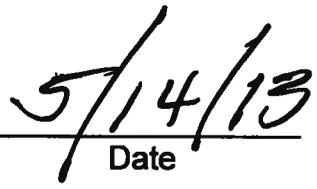
**MOTION: Ms. Anne Payne made the motion to not recommend the proposal for funding.
Dr. Daniel Boyd seconded the motion.
MOTION APPROVED.**

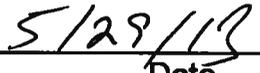
A motion was made to allow the AWIA Section staff of the Workforce Development Division the authority to negotiate final budget costs with each youth contractor to best meet the needs of the local area.

**MOTION: Mr. Frank Coiro made the motion.
Mr. Walter Wood seconded the motion.
MOTION APPROVED.**

After the proposals were reviewed and voted on by the Youth Council, eight (8) proposals and approximately \$939,445.00 had been approved for recommendation to the AWIA Board to provide youth service programs for Program Year 2012. These recommendations will be brought before the AWIA Board at the next meeting scheduled for September 19, 2012 at AIDT.

Each Youth Council member was asked to sign a Conflict of Interest and Non-Disclosure Statement for this second RFP process. There being no further business brought before the Board, the meeting was adjourned at 11:45 a.m. (CDT).

Respectfully submitted,  _____,  _____
Mr. Steve Walkley, Executive Secretary Date

Approved:  _____,  _____
Dr. Steve Turkoski, Chair Date
Alabama Workforce Investment Area Youth Council