

**ALABAMA WORKFORCE INVESTMENT AREA YOUTH COUNCIL
MEETING MINUTES
April 23, 2014
Alabama Center for Commerce, Room 342
Montgomery, Alabama**

A meeting of the Alabama Workforce Investment Area Youth Council convened on April 23, 2014 at 10:00 am (CDT) in Room 342 at the Center for Commerce Building in Montgomery, Alabama.

Members Present: (6)

Steve Turkoski, Chair
Joseph Brown
Frank Coiro
Susan McKim
Anne Payne, AWIA Chair
Walter Wood

Represented: (1)

Philip Cleveland by Nan Burgess - CTE/SDE

Absent: (3)

Daniel Boyd
Bev Leigh, III
Carolyn Sutley

Others Present: (11)

Kristen Sexton	WDD	Jan Dame	WDD
Steve Walkley	WDD	Dennis Hopper	WDD
Tammy Wilkinson	WDD	Mickey Hutto	WDD
Tracey Smith	WDD		
Brinda Barrett	Alabama Career Center System		
Terrie Reid	DHR – Representing Nancy Buckner, AWIA Board Member		
Teresa Jackson	Central AL Opportunities Industrialization Center		
Wendy Mickle	Representing Allen Harris, AWIA Board Member		

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 August 21, 2013. Members were sent a copy via email for review.

**MOTION: Ms. Anne Payne made a motion to approve the minutes from the August 21, 2013 meeting as submitted.
Mr. Walter Wood seconded the motion.
MOTION APPROVED.**

Mr. Mickey Hutto, Supervisor of the Alabama Workforce Investment Area (AWIA) provided information on proposed WIA Youth Program Waivers. The State staff will draft the waivers which will then be placed on ADECA's website for review and comment. The State Workforce Board will vote to approve the waivers which are then requested from the Department of Labor.

One waiver requests to change a technicality in wording for youth program participants. Individual Training Accounts (ITAs) or scholarships are used to describe funds provided to Adults and Dislocated Workers, not Youth. Alabama uses the term Individual Referrals (IRs). This waiver is requesting that all these training funds be referred to as ITAs.

A second waiver is seeking to waive the requirement that businesses receiving Youth funded On-the-Job Training (OJT) services under WIA receive a maximum reimbursement of 50% of the newly hired employee's wages during OJT. The state currently has an approved waiver of this requirement for Adult and Dislocated Worker funded OJT, but the waiver does not cover Youth funded OJT. (The State currently provides Youth funded OJT on a limited basis to serve older, out-of-school youth ages 18 – 21 as part of its Occupational Skill Training strategy.)

Alabama is requesting a graduated scale for OJT reimbursement as follows:

1. Up to 90% for businesses with 50 or fewer employees
2. Up to 75% for businesses with 51 – 250 employees; and
3. Up to 50% (current statutory requirement) for businesses with 251 or more employees.

The current maximum wage reimbursement of 50% for OJT does not provide sufficient incentive for small – and medium-sized businesses to take advantage of OJT during this harsh economic time, especially when considering employment of a youth with little skills compared to other more experienced candidates. Several goals of the waiver are to accelerate businesses hiring youth and to strengthen the labor pool by providing youth with marketable skills.

The final waiver being sought is a waiver of the requirement to competitively procure Youth Program Elements. Specifically, this waiver is to allow the Alabama Career Centers and/or partner agencies to directly provide the youth program elements of supportive services, follow-up services, and work experience.

The use of Stipends and Paid Internships for Youth has also been discussed. Waivers should not be necessary to implement these activities as part of the AWIA youth programs. More extensive discussions are needed due to regulations put in place by the State Comptroller's Office. More details will be available at the next Council meeting.

Mr. Hutto also distributed the Top Ten Youth Curriculums for Program Year 2013 to the Council and the numbers enrolled in the programs. Registered Nurse, Certified Nursing Assistant, Welding, and Licensed Practical Nurse were the top four with three of those in health care occupations.

Mr. Dennis Hopper, Supervisor of Workforce Boards / Rapid Response presented the Program Year 2014 Youth Allocations and Funding / Obligation Summary. Youth funds available for allocation total approximately \$7.4 million, minus 10% for administration (\$745,000), plus approximately \$3 million estimated carry-in funds from Program Year 2013, resulting in a total of approximately \$9.7 million for youth activities. Estimated program costs include: Career Center Operations at \$4 million; Individual

Training Accounts (ITAs) including \$500,000 for in-school youth at \$2.4 million; \$100,000 for On-the-Job Training; approximately \$3.2 million requested for 15 youth provider projects; and funds for stipends and paid internships yet to be determined; balancing back to \$9.7 million.

MOTION: Mr. Walter Wood made a motion to approve the Program Year 2014 Proposed Funding and Obligation Summary as presented. Mr. Joseph Brown seconded the motion. MOTION APPROVED.

Ms. Tammy Wilkinson, Supervisor of State Reporting / Technical Assistance for the Workforce Development Division (WDD) gave a brief overview of the 2nd Quarter Performance for Program Year 2013 (as of December 31, 2013).

YOUTH COMMON MEASURES (14-21)

	<u>GOAL</u>	<u>80% THRESHOLD</u>	<u>RECENT QUARTER</u>	<u>STATEWIDE ACTUAL</u>
Literacy/Numeracy Gains	52.0%	41.6%	49.8%	52.1%
Placement in Ed/Employment	56.0%	44.8%	58.3%	54.1%
Attainment of Degree/Certificate	50.5%	40.4%	44.1%	42.9%

The AWIA exceeded the goal on one measure and exceeded the 80% threshold on the other two measures for the quarter.

Ms. Tracey Smith, Youth Coordinator for the Alabama Workforce Investment Area, explained the materials provided to the Youth Council on the fifteen (15) programs eligible for re-funding. The Council had been provided with real-time performance data both self-reported by the programs and from the AlaWorks data system, the computerized data management system. This data included number of actual participants, certificates earned, credentials earned, basic skills deficient, pre-tested, post-tested, and literacy / numeracy gains. This information provides the actual performance of the programs. Corrective Action Plans were requested from six (6) programs with under-enrollment to explain; their problems in recruiting youth, solutions to increase enrollments, results that have been achieved, and if none of these steps have been taken, explain why not. These six (6) programs included; Butler County Board of Education, Central Alabama Opportunities Industrialization Center, Easter Seals West Alabama, Dallas County Commission, Lowndes County Public Schools, and The Circle of Care Center for Families. Their responses were provided to the Council for review in making funding decisions for Program Year 2014.

Chairman Turkoski provided a chart with additional information to aid the Council in making decisions. This information included the current providers, which counties each served, the county unemployment rate, the poverty rate, the median household income, and the population change from 2010 to 2013. All data provided impacts the population the Youth Council is striving to serve with the limited Youth funds.

The Council had before them the information as described above for each of the fifteen (15) providers requesting re-funding. Chairman Turkoski requested a motion to recommend all of the proposals as presented or to discuss each individual proposal and make recommendations. All recommendations or non-recommendations from the Council go before the Alabama Workforce Investment Area (AWIA) Board for final approval.

**MOTION: Dr. Susan McKim made a motion to review, discuss, and recommend or not recommend re-funding each proposal individually as presented.
Mr. Frank Coiro seconded the motion.
MOTION APPROVED.**

Alfred Saliba Family Services Center requested \$138,770.56 for the "Career Designs for Youth (CDY)" program to provide services to 50 participants in Houston County.

Report period 7/1/13 – 3/31/14. Outcome information provided on this program included: 60 participants listed in AlaWorks reporting system; 4 High School diplomas or GEDs; 12 entered Post Secondary Education; none entered advanced training; 13 Entered Employment; no credentials reported; of those basic skills deficit and post-tested, 80% had literacy / numeracy gains for Year 1; for Year 2, gains were 100% (1 of 1 tested).

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

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

Dr. Steve Turkoski Abstained.

Auburn University / Hope Place Family Resource Center requested \$97,323.00 for the "Youth Workforce Advantage Program" to provide services to 40 participants in Escambia County.

Report period 7/1/13 – 3/31/14. Outcome information provided on this program included: 34 participants listed in AlaWorks reporting system; 7 High School diplomas or GEDs; 3 entered Post Secondary Education; none entered advanced training; 4 Entered Employment; no credentials reported; of those basic skills deficit and post-tested, 100% had literacy / numeracy gains for Year 1; for Year 2, gains were 100% (1 of 1 tested).

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

**MOTION: Ms. Anne Payne made the motion.
Mr. Joseph Brown seconded the motion.
MOTION APPROVED.**

Bevill State Community College requested \$399,625.50 for the "Second Opportunity System (SOS)" program to provide services to 200 participants in Fayette, Walker, Pickens, Lamar, and Marion Counties.

Report period 7/1/13 – 3/31/14. Outcome information provided on this program included: 191 participants listed in AlaWorks reporting system; 26 High School diplomas or GEDs; 31 entered Post Secondary Education; none entered advanced training; 36 Entered Employment; 21 credentials reported; of those basic skills deficit and post-tested, 93% had literacy / numeracy gains for Year 1; for Year 2, gains were 80%; for Year 3, gains were 100% (1 of 1 tested).

A motion was made to recommend funding at the Program Year 2013 level of \$392,000.00. (A tentative 2% pay raise for full-time employees was not passed by the State Legislature and was therefore eliminated)

**MOTION: Dr. Susan McKim made the motion.
Mr. Walter Wood seconded the motion.
MOTION APPROVED.**

Butler County Board of Education requested \$132,275.72 for the "Second Chance Dropout Recovery Program & Operation Graduation" to provide services to 130 participants in Butler County.

Report period 7/1/13 – 3/31/14. Outcome information provided on this program included: 49 participants listed in AlaWorks reporting system; 9 High School diplomas or GEDs; 1 entered Post Secondary Education; 1 entered advanced training; 6 Entered Employment; no credentials reported; of those basic skills deficit and post-tested, 60% had literacy / numeracy gains for Year 1

A Corrective Action Plan was provided due to under-enrollment in the program. Solutions were provided to increase enrollment in the "Operation Graduation Dropout Prevention" portion of their program, which has the under-enrollment. A Life and Career Coach will be directly involved with students to inspire, encourage, and motivate them to graduate.

A motion was made to recommend the proposal for funding as proposed and to reduce the number of in-school participants to serve to 50. Total participants to serve would now total 80.

**MOTION: Mr. Walter Wood made the motion.
Dr. Susan McKim seconded the motion.
MOTION APPROVED.**

Central Alabama Opportunities Industrialization Center requested \$232,000.00 for the "Welfare Elimination and Prevention Program (WEPP)" to provide services to 75 participants in Montgomery County.

Report period 7/1/13 – 3/31/14. Outcome information provided on this program included: 35 participants listed in AlaWorks reporting system; 6 High School diplomas or GEDs; 2 entered Post

Secondary Education; none entered advanced training; 12 Entered Employment; no credentials reported; of those basic skills deficit and post-tested, 100% had literacy / numeracy gains for Year 1; for Year 2, gains were 67%.

A Corrective Action Plan was provided due to under-enrollment in the program. Meetings were held with the local Career Center staff to expedite the youth enrollment process.

A motion was made to recommend the proposal for funding at a reduced funding level of \$154,650.00 serving 50 participants (\$3093 cost per participant). The motion also recommended the program be placed on a 90-day probationary period, beginning with the new contract, due to lack of performance.

**MOTION: Dr. Steve Turkoski made the motion.
Mr. Walter Wood seconded the motion.
MOTION APPROVED.**

Mr. Frank Coiro abstained.

Easter Seals West Alabama requested \$160,526.00 for the "Future Promise Program" to provide services to 80 participants in Tuscaloosa County.

Report period 7/1/13 – 3/31/14. Outcome information provided on this program included: 47 participants listed in AlaWorks reporting system; 4 High School diplomas or GEDs; 1 entered Post Secondary Education; none entered advanced training; 7 Entered Employment; 6 credentials reported; of those basic skills deficit and post-tested, 75% had literacy / numeracy gains for Year 1; for Year 2, gains were 100% (3 Of 3 tested); for Year 3, gains were 100% (1 of 1 tested).

A Corrective Action Plan was provided due to under-enrollment in the program. Plans have been implemented to increase referrals and to increase successful WIA eligibility by those referred.

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

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

Mental Health Center of Madison County requested \$618,295.00 for the "Launch" program to provide services to 310 participants in DeKalb, Jackson, Etowah, Limestone, Madison, Marshall, and Morgan Counties.

Report period 7/1/13 – 3/31/14. Outcome information provided on this program included: 247 participants listed in AlaWorks reporting system; 21 High School diplomas or GEDs; 35 entered Post Secondary Education; 7 entered advanced training; 38 Entered Employment; 19 credentials reported; of those basic skills deficit and post-tested, 76% had literacy / numeracy gains for Year 1; for Year 2, gains were 50%; for Year 3, gains were 100% (2 of 2 tested).

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

**MOTION: Dr. Steve Turkoski made the motion.
Mr. Walter Wood seconded the motion.
MOTION APPROVED.**

Northwest Shoals Community College requested \$348,846.00 for the “Youth Success Program (YSP)” to provide services to 150 participants in Colbert, Franklin, Lauderdale, Lawrence, Marion, and Winston Counties.

Report period 7/1/13 – 3/31/14. Outcome information provided on this program included: 154 participants listed in AlaWorks reporting system; 23 High School diplomas or GEDs; 51 entered Post Secondary Education; 5 entered advanced training; 36 Entered Employment; 10 credentials reported; of those basic skills deficit and post-tested, 80% had literacy / numeracy gains for Year 1; for Year 2, gains were 100% (3 of 3 tested); for Year 3, gains were 100% (2 of 2 tested).

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

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

Regional Alliance 4 Children requested \$409,892.96 for the “Youth Enrichment Services (YES)” program to provide services to 100 participants in Coffee, Covington, Dale, and Geneva Counties.

Report period 7/1/13 – 3/31/14. Outcome information provided on this program included: 78 participants listed in AlaWorks reporting system; 41 High School diplomas or GEDs; 2 entered Post Secondary Education; 1 entered advanced training; 11 Entered Employment; 20 credentials reported; of those basic skills deficit and post-tested, 100% had literacy / numeracy gains for Year 1; for Year 2, gains were 100% (1 of 1 tested).

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

**MOTION: Mr. Walter Wood made the motion.
Mr. Joseph Brown seconded the motion.
MOTION APPROVED.**

University of West Alabama Division of Outreach Services requested \$115,207.40 for the "Career Pathways for Youth: Certified Nursing Assistant Program" to provide services to 60 participants in Hale, Wilcox, Perry, and Pickens Counties.

Report period 7/1/13 – 3/31/14. Outcome information provided on this program included: 33 participants listed in AlaWorks reporting system; no High School diplomas or GEDs; 7 entered Post Secondary Education; none entered advanced training; 12 Entered Employment; no credentials reported; 23 Certified Nursing Assistant certificates reported; of those basic skills deficit and post-tested, 82% had literacy / numeracy gains for Year 1.

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

**MOTION: Mr. Walter Wood made the motion.
Dr. Susan McKim seconded the motion.
MOTION APPROVED.**

Ms. Anne Payne abstained.

The Circle of Care Center for Families requested \$82,942.10 for "The Youth Employment Skills (YES!) Project" to provide services to 69 participants in Chambers County.

Report period 11/1/13 – 3/31/14. Outcome information provided on this program included: 40 participants listed in AlaWorks reporting system; 7 High School diplomas or GEDs; 1 entered Post Secondary Education; 2 entered advanced training; 6 Entered Employment; 1 credential reported; of those basic skills deficit and post-tested, 75% had literacy / numeracy gains for Year 1.

A Corrective Action Plan was provided due to under-enrollment in the program. Meetings were held with local Career Center staff to clarify communications, eligibility issues, and other enrollment issues.

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

**MOTION: Dr. Susan McKim made the motion.
Mr. Frank Coiro seconded the motion.
MOTION APPROVED.**

Clarke County Board of Education requested \$161,141.17 for the "Winning Ways" program to provide services to 55 participants in Clarke County.

Report period 11/1/13 – 3/31/14. Outcome information provided on this program included: 61 participants listed in AlaWorks reporting system; no High School diplomas or GEDs; none entered Post Secondary Education; none entered advanced training; 9 Entered Employment; no credentials reported; in-school program so basic skills deficit does not apply. Outcomes will come in May / June when school year ends.

A motion was made to recommend the proposal for funding at a reduced level of \$150,000.00 and to negotiate any staff pay increase during contract negotiations.

**MOTION: Dr. Steve Turkoski made the motion.
Mr. Walter Wood seconded the motion.
MOTION APPROVED.**

Dallas County Commission/Children's Policy Council requested \$133,475.00 for the "Dallas County Workforce Investment Act" program to provide services to 50 participants in Dallas County.

Report period 11/1/13 – 3/31/14. Outcome information provided on this program included: 9 participants listed in AlaWorks reporting system; no High School diplomas or GEDs; none entered Post Secondary Education; none entered advanced training; 3 Entered Employment; no credentials reported; of those basic skills deficit and post-tested, 100% had literacy / numeracy gains for Year 1 (3 of 3 tested).

A Corrective Action Plan was provided due to the under-enrollment in the program. Judge R. E. Armstrong and the Juvenile Probation Office have agreed to provide additional guidance and supervision of the program.

A motion was made to recommend the proposal for funding as proposed but it was recommended the program be placed on a 90-day probationary period, beginning with the new contract, due to lack of performance.

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

Lowndes County Public Schools requested \$62,780.00 for the "Striving to Achieve Results (STAR)" program to provide services to 20 participants in Lowndes County.

Report period 11/1/13 – 3/31/14. Outcome information provided on this program included: 7 participants listed in AlaWorks reporting system; no High School diplomas or GEDs; none entered Post Secondary Education; 1 entered advanced training; 3 Entered Employment; no credentials reported; of those basic skills deficit and post-tested, 67% had literacy / numeracy gains for Year 1.

A Corrective Action Plan was provided due to under-enrollment in the program. The program's eligibility requirements will be expanded and Career Center staff will be providing additional time for determining WIA eligibility.

A motion was made to recommend the proposal for funding as proposed but it was recommended the program be placed on a 90-day probationary period, beginning with the new contract, due to lack of performance.

