

**ALABAMA WORKFORCE INVESTMENT AREA YOUTH COUNCIL
MEETING MINUTES
August 21, 2013
Alabama Center for Commerce, Room 342
Montgomery, Alabama**

A meeting of the Alabama Workforce Investment Area Youth Council convened on August 21, 2013 at 10:00 am (CDT) in Room 342 at the Center for Commerce Building in Montgomery, Alabama.

Members Present: (4)

Steve Turkoski - Chair
Bev Leigh, III
Anne Payne, AWIA Chair
Walter Wood

Represented: (2)

Philip Cleveland by Collie Wells, Career Technical Education/DPE
Susan McKim by Liletta Jenkins, Dept. of Children's Affairs

Absent: (4)

Daniel Boyd
Joseph Brown
Frank Coiro
Carolyn Sutley

Others Present: (12)

Kristen Sexton	WDD	Jan Dame	WDD
Steve Walkley	WDD	Dennis Hopper	WDD
Tammy Farmer	WDD	Mickey Hutto	WDD
Phee Friend	WDD	Tracey Smith	WDD
Clare Watson	Council on Substance Abuse		
Shereda Finch	Council on Substance Abuse		
Brinda Barrett	Alabama Career Center System		
Terrie Reid	DHR – Representing Nancy Buckner AWIA Board Member		

Dr. Steve Turkoski, Youth Council Chair, called the meeting to order at 10:02 am (CDT). A quorum was established.

The first item of business was to approve the minutes from the previous Council meeting held on May 29, 2013. Members were sent a copy via email for review.

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

Representatives from the Council on Substance Abuse had petitioned for reconsideration of funding for their youth program which both the AWIA Youth Council and Local Board declined to fund for lack of performance and the high cost per participant due to the low number of youth served at their May 29th and June 13th 2013 meetings respectively.

A motion was made to allow a brief presentation from representatives of the Council on Substance Abuse to ask for reconsideration from the Council.

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

Ms. Shereda Finch, Executive Director with the Council on Substance Abuse made a brief presentation explaining the improvements made in the program. She was accompanied by Ms. Clare Watson, Board President. They self-reported that more participants had entered employment and there had been additional literacy gains. This was possible because AWIA staff, after consultation with Board Chair Anne Payne and Youth Council Chair Steve Turkoski, agreed to allow the program to continue for an additional three months (15 months total) after June 30th with no additional funding because youth were already in the program and should be allowed to complete their cycle.

It was stated in the initial proposal that construction training would be the main focus for these participants but Ms. Finch acknowledged employment in these areas has been difficult. They are reviewing other options for training to meet employment needs in the area.

Ms. Tammy Farmer, Supervisor of State Reporting / Technical Assistance for the Workforce Development Division (WDD) gave a brief overview of the Program Year 2012 Performance for the AWIA local area and Statewide as of June 30, 2013 (end of year).

YOUTH COMMON MEASURES (14-21)

	<u>GOAL</u>	<u>80% THRESHOLD</u>	<u>RECENT QUARTER</u>	<u>FOR THE YEAR</u>
Literacy/Numeracy Gains	58.0%	46.4%	48.5%	46.6%
Placement in Ed/Employment	56.0%	44.8%	65.3%	56.2%
Attainment of Degree/Certificate	50.5%	40.4%	46.2%	47.3%

The AWIA exceeded the goal on one measure and exceeded the 80% threshold on the other two measures for the year. According to Department of Labor standards the local area met or exceeded the youth common measures.

Mr. Mickey Hutto, Supervisor of the Alabama Workforce Investment Area for WDD, discussed and reviewed the remaining eight youth programs eligible for a second year of funding. The Youth Council can recommend continued funding for a program, not fund a program, fund a program but place it on probation until performance is improved, or fund a program at a different amount other

than what is requested. The Council had again 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 compared to what was in their original proposals and signed contracts.

The Circle of Care Center for Families requested \$114,000.00 for "The Youth Employment Skills (YES!) Project" to provide services to 50 participants in Chambers County. (same amount as previous year)

This program was placed on probation by the Youth Council for lack of performance on June 11, 2013.

Report period 11/1/12 – 7/31/13. Outcome information provided on this program included: 21 participants listed in AlaWorks reporting system (as of 8/16/13); 1 High School diploma or GED; none entered Post Secondary Education; none entered advanced training; 2 Entered Employment; no Career Readiness Certificates awarded; of those basic skills deficit and post-tested, 100% had literacy / numeracy gains (3 of 3).

A motion was made to recommend the proposal for funding at a reduced funding level of \$68,400.00 serving 30 participants (\$2280 cost per participant) and to serve out-of-school participants only. The motion was amended to add a 90-day probation period to increase performance beginning with the new contract. Probation will continue for the Program Year 2012 contract through the end of the contract period, October 31, 2013.

**MOTION: Mr. Bev Leigh made the motion.
Mr. Walter Wood seconded the motion.
MOTION APPROVED.**

Clarke County Board of Education requested \$200,000.00 for "Winning Ways" to provide services to 60 participants in Clarke County. (An increase of \$58,342.75 to create a computer lab to benefit students as they link to college and industry)

Report period 11/1/12 – 7/31/13. Outcome information provided on this program included: 51 participants listed in AlaWorks reporting system; 22 High School diplomas or GEDs; none entered Post Secondary Education; none entered advanced training; none Entered Employment; no Career Readiness Certificates awarded; in-school program so basic skills deficit does not apply.

A motion was made to recommend the proposal for funding at the current level of \$141,657.25. A vote on the request for the increase in funding of \$58,342.75 was **TABLED** until additional information could be provided.

**MOTION: Ms. Anne Payne made the motion.
Ms. Liletta Jenkins seconded the motion.
MOTION APPROVED.**

NOTE: When the information was received, the following email was sent to the Youth Council members.

"We now have the information from Clarke County Board of Education on the requested \$58,000 increase over the current Program Year 2012 amount of \$141,657. The increase was to purchase computers for the school system which would be available for use by all students, not just WIA participants. This is an unallowable cost for a WIA funded grant. Therefore, the Council does not need to vote on the increase in funding. A motion was made, seconded, voted on, and approved to fund Clarke County Board of Education for Program Year 2013 at the current amount of \$141,657. No further action is needed by the Youth Council. NOTE: AWIA Staff are working with the contractor to expand a small "learning lab" dedicated for use by WIA participants only. The lab currently has five laptop computers and the school has agreed to expand the classroom space with our agreement to allow an additional five laptops to be purchased out of the existing (current) budget."

Dallas County Commission/Children's Policy Council requested \$172,000.00 for "Dallas County Workforce Investment Act" to provide services to 60 participants in Dallas County. (An increase of \$45,400.00 to begin offering GED and computer classes at the Dallas County Family Resource Center, for additional transportation expenses, and to reallocate job assignments)

Report period 11/1/12 – 7/31/13. Outcome information provided on this program included: 26 participants listed in AlaWorks reporting system; 1 High School diploma or GED; 1 entered Post Secondary Education; none entered advanced training; 2 Entered Employment; no Career Readiness Certificates awarded; of those basic skills deficit and post-tested, 67% had literacy / numeracy gains.

A comment was added by Council member Walter Wood, Executive Director of the Department of Youth Services (DYS) that they provided funding for a GED class that was not currently being fully utilized and providing additional funding for a class with WIA funds seemed unnecessary.

A motion was made to recommend funding at the current level of \$126,560.00 with the stipulation that the Dallas County Commission continue to serve as fiscal agent.

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

Easter Seals West Central Alabama Rehabilitation Center requested \$131,000.00 for "Creating Access & Potential (CAP)" to provide services to 45 participants in Dallas, Perry, and Wilcox Counties. (An increase of \$6505.39 to pay additional part-time instructor to enable current full-time position to focus on locating and adding participants in Wilcox County)

Report period 11/1/12 – 7/31/13. Outcome information provided on this program included: 14 participants listed in AlaWorks reporting system; no High School diplomas or GEDs; none entered Post Secondary Education; none entered advanced training; none Entered Employment; no Career Readiness Certificates awarded; of those basic skills deficit none were post-tested, therefore none had literacy / numeracy gains.

A motion was made **NOT** to fund this program due to lack of performance and for failing to serve participants in the three counties as stated in the proposal and contract.

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

Lowndes County Public Schools requested \$62,780.00 for “Striving to Achieve Results (STAR)” to provide services to 20 participants in Lowndes County. (same amount as previous year)

Report period 11/1/12 – 7/31/13. Outcome information provided on this program included: 13 participants listed in AlaWorks reporting system; no High School diplomas or GEDs; none entered Post Secondary Education; none entered advanced training; none Entered Employment; no Career Readiness Certificates awarded; of those basic skills deficit and post-tested, 60% had literacy / numeracy gains. Note: Due to staffing change, this program did not actually begin operation until January 2013.

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

**MOTION: Mr. Bev Leigh made the motion.
Ms. Anne Payne seconded the motion.
MOTION APPROVED.**

Perry County Schools requested \$114,000.00 for “Perry’s Automobile Manufacturing Career Education (PACE)” to provide services to 50 participants in Perry County. (same amount as previous year)

Report period 11/1/12 – 7/31/13. Outcome information provided on this program included: 26 participants listed in AlaWorks reporting system; 9 High School diplomas or GEDs; none entered Post Secondary Education; none entered advanced training; 1 Entered Employment; no Career Readiness Certificates awarded; in-school program so basic skills deficit does not apply.

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

**MOTION: Ms. Anne Payne made the motion.
Ms. Collie Wells seconded the motion.
MOTION APPROVED.**

Teens Empowerment Awareness with Resolutions (TEARS) requested \$110,256.00 for "Youth Builders Career Development Program" to provide services to 50 participants in Russell County. (same amount as previous year)

This program was placed on probation by the Youth Council for lack of performance on June 11, 2013.

Report period 11/1/12 – 7/31/13. Outcome information provided on this program included: 35 participants listed in AlaWorks reporting system (as of 8/16/13); 1 High School diploma or GED; none entered Post Secondary Education; none entered advanced training; 1 Entered Employment; no Career Readiness Certificates awarded; of those basic skills deficit and post-tested, 100% had literacy / numeracy gains (2 of 2).

Adult Education services will be withdrawn from the premises of the provider at the end of September 2013 due to inadequate facilities, continual disruption of classes, and other undisclosed issues. Adult Education will continue to serve those participants in these classes but at their location.

A motion was made **NOT** to fund this program due to lack of performance and to cease funding and terminate the Program Year 2012 contract at the end of the current probationary period, September 9, 2013.

**MOTION: Dr. Steve Turkoski made the motion.
Ms. Liletta Jenkins seconded the motion.
MOTION APPROVED.**

Macon County Public School System requested \$123,000.00 for "Choices for Success" to provide services to 60 participants in Macon County. (A decrease in funding of \$314.16 due to a decrease in equipment and technology expense)

This program was placed on 90-days probation on June 21, 2013 after appealing the decision by the Youth Council to terminate their contract for lack of performance at their May 29, 2013 meeting.

*Report period 1/1/13 – 7/31/13. Outcome information provided on this program included: 20 participants listed in AlaWorks reporting system (as of 8/16/13); no High School diplomas or GEDs; none entered Post Secondary Education; none entered advanced training; none Entered Employment; no Career Readiness Certificates awarded; of those basic skills deficit none post-tested, therefore none had literacy / numeracy gains.

Provider has made constant requests to change the scope of the program and the services they want to provide to participants. Budget modifications were requested for items not in the original contract narrative or for services not requested or approved to be provided.

A motion was made **NOT** to fund this program for Program Year 2013 due to lack of performance and to cease funding and terminate the Program Year 2012 contract at the end of the current probationary period, September 20, 2013.

**MOTION: Dr. Steve Turkoski made the motion.
Ms. Anne Payne seconded the motion.
MOTION APPROVED.**

Autauga County Family Support Center was approved for re-funding (7/1/13 – 6/30/14) by the AWIA Local Board at the June 13, 2013 meeting but was placed on 90-days probation for low performance.

**Report period 7/1/12 – 7/31/13. Outcome information provided on this program included: 13 participants listed in AlaWorks reporting system (as of 8/16/13) [contracted goal was 30 participants]; 4 High School diplomas or GEDs; none entered Post Secondary Education; none entered advanced training; 6 Entered Employment; 4 Career Readiness Certificates awarded; of those basic skills deficit and post-tested, 100% had literacy / numeracy gains (2 of 2).

A motion was made to terminate this program and contract at the end of the probationary period (September 11, 2013) due to no substantial improvements in performance or number of participants.

**MOTION: Dr. Steve Turkoski made the motion.
Ms. Anne Payne seconded the motion.
MOTION APPROVED.**

Mr. Hutto then brought forward a recommendation that the WDD, AWIA section staff be allowed to negotiate these new contracts with an ending date of June 30, 2014 (8 month contracts) to facilitate all youth programs having the same year end date. This would greatly simplify both accounting practices and reporting of data.

A motion was made allow the Workforce Development Division, Alabama Workforce Investment Area staff to negotiate the new contracts with an ending date of 6/30/14.

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

The Youth Council members took up the issue of reconsidering funding for the Council on Substance Abuse (CoSA) youth program. Discussion included the appropriateness of such a reconsideration of votes made by the Board and Youth Council, with quorums in attendance and votes duly recorded and reported. The presentation made by their representatives described a different and re-designed program being planned by the CoSA if they received re-funding. This new program design was not the proposal presented through the original RFP (Request for Proposal) competitive bid process. The Workforce Investment Act requires that Youth Providers / Programs must be competitively procured through a bid process. The redesign of this program would have to be considered a new proposal which was not received through the RFP / competitive process and therefore could not legally be considered for funding. This would be an "illegal" procurement. The Council DID NOT reconsider their vote to NOT fund the Council on Substance Abuse program.

