

**Stark Tuscarawas Workforce Development Board
YOUTH COMMITTEE MEETING**

**December 5, 2022
Zoom Meeting**

= BUSINESS MINUTES =

Present: A. Kerns, J. Breedlove, A. Cantwell, S. Lenigar, D. Lightner, A. Miller, M. Miller D. Sipe, D. Whitney, L. Yager

Absent: None

STWDB Staff: J. Breedlove, R. Harris, M. Miller

Meeting Called to Order – A. Kerns, Chair 2:00 p.m.

Review of Youth Committee Meeting Minutes 8/29/22 – A. Kerns, Chair

MOTION: WHITNEY MOVED TO ACCEPT THE 8/29/22 YOUTH COMMITTEE MEETING MINUTES AS PRESENTED. LIGHTNER SECONDED. MOTION CARRIED UNANIMOUSLY.

Committee Member Update

Breedlove introduced Maddy Miller as the Communications Manager for the Stark Tuscarawas Workforce Development Board. She noted she will be able to share our events in the future.

Breedlove connected with Dr. Michele Tilstra from the Occupational Therapy Department at Walsh University. Breedlove said Dr. Tilstra said a good portion of this major has a significant piece of mental health counseling in it. She is interested in having a representative from this department on the Youth committee.

Breedlove noted Jodi Salvo (formerly Ohio Guidestone) is going to attend our Youth Working Group since her niche is youth up to age 18 years old.

Breedlove asked all members in attendance for other suggestions for members.

Youth Working Group Update

Last meeting on October 17, 2022 @ the Stark County OhioMeansJobs Center.

At this meeting, everyone who attended were broken up in groups to share responses to the 3 questions posed at the Youth Working Group meeting. Breedlove referenced the 3 questions and answers document which each member received at this meeting. The 1st question posed the question-“What speaker/resource could we make available to you that could help you be more effective in serving youth / young adults through the CCMEP program?” Breedlove sees the answers from the **question 1** as information needed and will be helpful to the case manager / staff in helping their client who has an issue or problem they are dealing with. On **question 2**, it asks “What training needs do you have as a CCMEP youth/young adult professional to better help/equip you with assisting clients-what do you struggle with? How can we be helpful to you?”-Breedlove noted there was a lot of discussion around Motivational interviewing and Mental Health First Aid and development of the Case Manager. **Question 3** asks-“ How can we share our successes, needs, best practices with each other to build capacity and knowledge as CCMEP providers in order to better serve our CCMEP participants?” Responses around this question #3 were to share best practices through this work.

Breedlove suggests we have 2 in person meetings this year along with virtual meetings every other month, and the virtual meetings would include 2 speakers to cover resources suggested and 1 speaker to cover a training topic needed.

Breedlove said the next steps will be to plan topics, find representatives available, and Kerns suggested Youth Committee and Youth Working Group members each take a turn depending on their role. Breedlove plans to create a prospective schedule and assigning coordination of speakers. Deb Whitney agrees to the need to assign duties for committee members, and she is willing to help. Kerns noted she would help with the February speakers. Breedlove says Harris and she will layout dates and topics on a schedule. The next Youth Working Group meeting is February 6, 2023 @ 2:00 – 3:30 p.m., and it will be a virtual meeting.

Youth Vendor Procurement (PY23)

Kerns shared as we move forward in the actual process of procurement of a Youth vendor that she would have to excuse herself since she is a vendor.

Breedlove said procurement is done every 2 years, and it has been 4 years since last procurement since it was extended 2 years. The goal is for vendors to be sourced and procured prior to the STWDB board meeting in May 2023. At the board meeting, it will be presented and recommended at this board meeting. Upon approval at the board meeting, any contracting and services will start 7/1/23. Soon we will have the procurement details, and details will be shared with this committee. Sipe added there will be 2 RFP Sessions to review the RFP with one being in morning and other in afternoon with this occurring soon after the RFP is released.

Next meeting – March 6, 2023 @ 2:00 (Virtual Meeting)

Adjourned 3:07 p.m.