

Stark Tuscarawas Workforce Development Board

YOUTH COMMITTEE MEETING

May 1, 2023

Stark County OMJ Center-Canton, Ohio

Zoom Option

BUSINESS MINUTES

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

Absent: A. Kerns, D.Whitney

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

Meeting Called to Order

JoAnn Breedlove, for Alison Kerns, Chair @3:40 p.m. A zoom meeting option was provided for those to attend virtually. No members attended virtually.

Program Year 2023 CCMEP Summary – J. Breedlove

Breedlove noted all Youth Services proposals were reviewed. There were 3 sessions and different groups of reviewers. Each of the proposals were scored. Dan Sipe created a one page "Program Year 2023 CCMEP Proposal Summary", and it was broken down into different proposals, type of proposal submitted, and the scores. The type of proposals were: 1. CCMEP Comprehensive Out of School 2. CCMEP Comprehensive TANF In School 3. CCMEP Vendor Out of School 4. CCMEP Single Service. Each section of the scores was broken down by overview, services, budget and total.

Breedlove asked if anyone had any discussion on the scores. No discussion.

Recommendations of Providers for Program Years 2023 and 2024- J.Breedlove

Breedlove reviewed the document entitled "Providers for Program Years 2023 and 2024". This document is broken down into groups.

The following are "**Recommended**" under the Vendor group:

- Commquest*
- Goodwill Industries
- Tri-County JOG

Breedlove noted some organizations submitted more than one program and an asterisk (*) is indicated. A short description is under each organization that submitted.

Any questions: None

The following are "**Recommended**" under the CCMEP WIOA Out-of-School:

- Commquest*
- Coleman Professional Services*
- Goodwill Industries
- Harcatus, CAO
- Project Rebuild
- Tri-County JOG

Any questions: None

The following are "**Recommended**" under the CCMEP TANF In School Youth

- Coleman Professional Services*
- CommQuest
- Harcatus, CAO
- Tri-County JOG
- Stark County Community Action Agency*

Discussion:

Leningar asked, "Does Stark County Community Action Agency have existing experience with In-School?" She said, SCCAA has been a historical challenge for Stark County JFS agreements in providing services where their services have been in the city of Canton and Adult based services.

Sipe said, SCCAA have done a summer program for WIA for several years and maybe it could be staffed based on who was there before.

The following are "**Recommended**" under the CCMEP Single Service

- Early Childhood Resource Center
- Stark County Community Action Agency*

Any questions: None

The following are "**Provisionally Recommended**":

- Academy for Urban Scholars

Discussion:

Any Miller asked, when Academy for Urban Scholars provides the additional information, does that information come back to the Youth Committee for approval or do you as the board sign off on the approval?

Sipe replied, the board would just approve the recommendation if that were the recommendation that they are provisionally approved. If they end up being approved, it will then go into a contracting phase. If we are satisfied based on their responses to our questions to move forward, then no action is needed by the Youth Committee or Stark Tuscarawas Workforce Development Board after initial recommendation.

The following are "**Not Recommended.**"

- Buckeye Career Center

Discussion:

Leningar asked, "Are your contracted providers able to subgrant our pieces of what they have included in their proposals?"

Sipe said, generally providers could propose that but if in the instance it is not in the proposal, then we would need to approve. Historically, we have not had anyone do this in the past. Contracted providers have for just individual services to pay someone to do a session or a specific topic but only limited to 1 day.

Overall General Discussion

Lenigar asked, "Do you go through the summary at the board meeting? Breedlove replied, a letter and summary to the Stark Tuscarawas Workforce Development Board will be reviewed regarding the Youth Committee recommendations for Program Year 2023 and 2024 at the May 3, 2023, meeting.

Lenigar asked, "Does the Stark Tuscarawas Workforce Development Board vote on all the recommendations as one?" Breedlove replied, yes.

Sipe said, the majority of the programs are distinct programs, and some are branching out to do something a little different than normal, but we have a familiarity with them. A lot of the budgets proposed to us if contracted will be scaled back as we do not have the money everyone is asking for since he is aware of what typically is being spent. He noted we are little behind in youth funds, but we are getting caught up over the COVID years since we had to reduce services.

Lenigar asked, "do you go in with a predetermined target for each program based on what is in the budget?" Sipe replied, we will contract for slot levels and also budget amounts based on that information.

Breedlove asked, "as a committee are we in favor of the recommendations listed in the document summary." All in attendance were in favor.

Sipe noted, all confidentiality disclosure forms have been signed by all who have reviewed the proposals.

Sipe said, the next steps will be these recommendations will be presented to the Stark Tuscarawas Workforce Development Board on Wednesday, May 3, 2023. Once the board acts on this recommendation, we will solidify everyone who proposed on what their status is (Accepted, Provisional, & Denied). Each one will get a letter of the proposal they submitted. The organizations that are approved will be required to submit back documentation. Once all the documents have been sent back to us then contracting will start. The programs will start July 1, 2023. If we can't get everything in place before July 1, 2023, then we will issue a pre-award letter that just enables the program to start but we cannot reimburse until the contract is finalized.

Lori Yager asked, "Is there a deadline for the provisional proposal to reply back to the Stark Tuscarawas Workforce Development Board?" Sipe said, we would like a quick turn around and the provisional letters that go out will list items that we still need and will list a deadline in the letter.

Breedlove stated, the recommendations will be made to the Stark Tuscarawas Workforce Development Board meeting on Wednesday, May 3, 2023. Generally, the Youth Committee chair makes this recommendation, but since her organization is a proposer/vendor she will not be able to make this recommendation so Breedlove will make the recommendation.

Next meeting – June 5, 2023 @ 2:00 (Virtual Meeting)-combined meeting with Youth Working Group

Adjourned 4:00 p.m.