

**Youth Council**  
Roanoke Valley Workforce Center, Roanoke, VA  
Thursday, November 10, 2011

Minutes

**I. Call to Order**

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Board Chair Paul Paradzinski called the meeting to order at 9:06 a.m.

**II. Introductions**

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**Members present:**

Paul Paradzinski, Craig County  
**Harriet Woodward**, Community Youth Advocate  
Laura Elliott, Junior Achievement  
Brian Keenum, Goodwill Industries of the Valleys  
Joe Annarino, Community Youth Advocate  
Jill Barnett, Covington Department of Social Services  
Wanda Anthony, Goodwill Industries of the Valleys Youth Program  
Keith Robinson, Goodwill Industries of the Valleys

**Members absent:**

Barbara Humphreys, Franklin County Schools  
Ron Jones, TAP This Valley Works

Michele Wells, Virginia Department of Rehabilitative Service  
Janel Howery, Job Corp  
Jodylee Edsall, Roanoke County Schools  
Matthew McGraw, Dabney S. Lancaster Community College  
Cindy Goldstein, Roanoke City Schools

**Staff present:**

Suzanne Luzier, Program Development Manager

**Visitors present:**

Mary Ann Gilmer, Goodwill Industries of the Valleys  
Jenny Wright, Goodwill Industries of the Valleys  
Amber Yopp, Roanoke Public Libraries  
Dan Freeman, Carilion

A quorum was present.

**III. Approval of Minutes**

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**Ms. Elliott** moved to accept the minutes from the September 8, 2011 meeting. **Mr. Annarino** seconded. The motion was passed on a voice vote.

**IV. IV.Reports**

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A. WIA Programs

1. Youth Program recent and upcoming Activities: Ms. Wright reported.
  - a) **Candy Sale:** Youth from Roanoke and Rocky Mount will be selling candy in November and December to raise money to take children in the TAP Head Start Program to purchase a gift for their parent or guardian.
  - b) **Christmas Mother Workshop:** Youth in Covington/Alleghany will volunteer to assist with packaging and/or sorting food, clothing, or toys that are provided to needy families.
  - c) **Work Readiness:** Youth in Franklin County will participate in a work readiness class in December.
  - d) **Food Drive:** Craig County youth held a food drive with the IGA on November 5th. The youth were able to collect 2 grocery carts of food, as well as a \$55 cash

donation. Future Food Drive: The Roanoke Area Youth will hold a food drive in the spring.

2. **Youth Programs:** Ms. Gilmer reported.

- a) **In-School Youth:** Enrollments are slow, but have current enrollments of 92 participants. There have been four exits: Two to employment, and two to post-secondary education.
- b) **Out-of-School Youth:** There have been a few new enrollments, bringing total participants to 36. There have been three exits: Two to employment, and one unsuccessful exit. Numeracy/Literacy is showing 78% of participants with an increase in their education functioning level.

B. **Board Update:** Ms. Luzier reported.

1. **Moving On** (CDL Program): This grant term ended September 30. The program was very successful with participation and job placements. The application to the US Department of Transportation for additional grant funds for 2012 was not approved. A grant application will be made before the December 2012 deadline for 2013 funding.
2. **CREATES:** Enrollments have stopped for this program. Mr. Vincent Randall continues to work on job placement. The board staff received word this week that an extension was granted for this grant program to allow for Mr. Randall to continue working on job placement for both Areas II and III, for an additional six months. HITE: Ms. Zenith Hamilton continues to recruit for this program.
3. **Awards Event:** The event was held on September 28 at the Sheraton Hotel and Conference Center. It was successful in recognizing those that were honored, as well as raising operating funds for the board. If all receivables from the event are collected, the board will show gains of approximately \$1,200 from the event. Lessons were learned from this event that will assist in future awards events.
4. **Farmers Market:** The USDA has not been reimbursing the board for the expenses of this grant in a timely manner. Ms. Doloris Vest has had to enlist the assistance of Congressman Bob Goodlatte's office to assist in getting these reimbursements that near \$10,000.

**V. Unfinished Business**

- A. **"Youth" Youth Council:** There was an open discussion about the potential of having a youth-run Youth Council to advise Board Youth Council on what the youth want and how to proceed with new programs. Before moving forward with this project it was decided to survey the youth from the summer Washington, DC trip as to their approval of having this youth run council, and what they would like to see from this. Ms. Wright volunteered to create the survey and post this on the Facebook page that these youth had created to stay in touch with each other. Ms. Wright will forward the link to Ms. Luzier for distribution to the Youth Council for further distribution to other youth involved in partner programs. The council will review results of participation at the December meeting.
- B. **Virtual Job Shadowing:** This will be tabled until the next Youth Council meeting. Ms. Wright will include a question in her survey (mentioned above), as to the interest the youth may have in this program.

**VI. VI.New Business**

- A. **New Youth Council Member:** At the September 28, 2011 the board voted to approve appointing Ms. Renee Wright to the Youth Council. Ms. Wright is the parent to a Youth Program participant, and was recommended by Ms. Gilmer and Youth Case Manager, Jennifer Hodges.
- B. **RFP Process-Youth Council Involvement:** Ms. Luzier reported that the board and Oversight committee is working on formalizing the RFP for program provider(s) under the

recommendation of the CLEO. The RFP process is slated to open in January for bids. When bids are received, the Youth Council will be responsible for reviewing the Youth portion of the bids, and make a recommendation to the board.

**VII. Announcements**

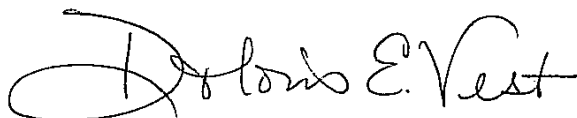
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- A. **Goodwill Industries 80th Anniversary Celebration:** Today, November 10, Goodwill JOBS Campus
- B. **Oversight Meeting:** Friday, November 18, 2011, 10 a.m., Roanoke Workforce Center
- C. **Board Meeting:** Friday, December 2, 2011, 9a.m., The Franklin Center
- D. **Next Youth Council Meeting:** Thursday, December 8, 2011, 9 a.m., Roanoke Workforce Center

**VIII. Adjournment**

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The meeting was adjourned at 10:30 a.m.



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President

November 16, 2011

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Date