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**Western Virginia Workforce  
Development Board**

**Youth Council  
Minutes  
June 14, 2005**

**I. Call to Order**

Council Chair Paul Paradzinski called the meeting to order at 9:10 a.m.

**II. Roll Call**

Members present: **Paul Paradzinski**, Chair – Craig County; **Jeri Barnes**, Old Dominion Job Corps Center; **Xavier Hairston**, Roanoke County Life Skills Mentoring Program; **Becky Johnson**, MeadWestvaco; **Harriet Woodward**, Alleghany/Covington Department of Social Services; **Bill Zimmerman**, Diversion Program

Members not present: **Stephen Aukward**, Virginia Department for the Blind and Visually Impaired; **Jodylee Edsall**, Roanoke County Schools; **Ron Jones**, TAP Youth Programs; **Russ Merritt**, Franklin County YMCA; **Jennifer Unroe**, 4-H Youth Development; **Marion Vaughn-Howard**, Roanoke Department of Park and Recreation Youth Services Division

Guests present: **Wanda Anthony**, Goodwill Industries of the Valleys/Youth services; **Anthony Warren**, Goodwill Youth program participant/Roanoke; **Camille Reynolds**, Goodwill Youth program participant/Franklin County; **Donna Wright**, Case Worker, Franklin County; David Bliss, VEC client on assignment to WDB

Staff present: **Doloris Vest**, WDB coordinator; **Anne Cooney**, administrative assistant

**III. Approval of Minutes:**

Since there was no quorum present, approval of the May 10, 2005 minutes was deferred to the next meeting.

**IV. Presentation: Youth Program**

**Wanda Anthony** from **Goodwill Industries of the Valleys** introduced two successful participants of Goodwill's youth program – rising Franklin County High School senior Camille Reynolds and William Fleming High School graduate Anthony Warren. Camille and Anthony have taken advantage of such services as mentoring and the special training (including a week-long session at Virginia Tech). Camille joined the Goodwill program through STEP and TAP a few years ago; Anthony went directly to Goodwill/Roanoke to begin his program.

**V. Reports**

**Goodwill Industries of the Valleys:** Wanda Anthony reported Goodwill is in the process of enrolling 40 youth in Alleghany County and 40 youth in Franklin County into the programs, in addition to those in the Roanoke Valley.

**Alleghany/Covington Department of Social Services:** Harriet Woodward reported on the recent Job Fair held in Alleghany County for ninth graders and sponsored by Alleghany High School and the Alleghany Highlands Kiwanis Club. Local employers informed students

about education requirements for various jobs and how apprenticeship programs work. Students also heard what employers look for in their work force.

**Western Virginia Workforce Development Board:** Doloris Vest reported on the reconstitution of the board, which met for the first time on June 3. The board rolled over contracts and approved the PY2005 budget.

**Contracts:**

- Goodwill Industries of the Valleys was allocated \$405,088 for Adult Services Programs and \$405,088 for Youth Services Programs.
- Virginia Employment Commission was allocated \$258,508 for Dislocated Worker Services Program.
- TAP youth services contract was not continued because of a procurement issues and the risk of disallowed funding. Goodwill and TAP were negotiating an agreement to continue TAP's services.
- Alleghany County has been approved for PY2005-06 as a training provider.

**Budget:** Area III's PY2005 allocation is \$1,163,867, a decrease of less than 1/10 of 1 percent from PY2004; youth and adult allocations decreased slightly; dislocated worker allocation increased slightly. Ms Vest noted youth funds are available in April of each program year.

**VI. Unfinished Business**

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None noted.

**VII. New Business**

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**Requests for Proposal:** Mr. Paradzinski led initial brainstorming about youth RFPs, focusing on program features that lead to occupational opportunities keep youth in school. Ms. Vest reminded Council members that RFP bids are blind scored; the Workforce board awards contracts to the highest scorer. The proposed timetable is to send out an RFP for youth services in September/October with awards in December 2005 or January 2006.

Brainstorming ideas included:

- capture companies that have apprenticeships and OJT
- contact companies that were at the TAP Job Fair on April 5<sup>th</sup>
- create a directory of services that providers (like Goodwill and Roanoke Life Skills Mentoring) could use
- look at pursuing a transportation grant
- look at programs that connect with existing programs, like teen pregnancy prevention.

Ms. Vest pointed out that, per the Workforce Investment Act (WIA) mandate, providers awarded contracts should not duplicate existing services. Ms. Woodward mentioned the Youth Risk Survey that the Covington/Alleghany schools use; she will provide the WDB staff with a copy for all Council members to look at in preparation for further RFP discussion at next month's meeting.

**VIII. Announcements**

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Next meeting: Tuesday, July 12, 9 a.m. at the Roanoke Higher Education Center, Room 810.

**IX. Adjournment**

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The meeting was adjourned at 10:40 a.m.

Anne M. Cooney

Anne M. Cooney, administrative assistant

6/23/05

Date