

## Youth Council/Forum

Roanoke Higher Education Center, Roanoke, VA  
Thursday, January 10, 2008

### Minutes

#### I. Call to Order

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Board Chair **Paul Paradzinski** called the meeting to order at 9:00 a.m.

#### II. Roll Call

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**Sherry Dean** called the roll. Members present:

**Paul Paradzinski**, Craig County  
**Wanda Anthony**, Goodwill Industries of the Valleys Youth Program  
**Kim Moore**, Disability Program Navigator  
**Harriet Woodward**, Alleghany/Covington Department of Social Services  
**Laura Elliott**, Junior Achievement  
**Cindy Goldstein**, Roanoke City Schools  
**Jodylee Edsall**, Roanoke County Schools  
**Barbara Humphreys**, Franklin County Schools  
**Ron Jones**, TAP This Valley Works  
**Earl Dodrill**, Dabney S. Lancaster Community College

Members absent:

**Jennifer Unroe**, 4-H Youth Development  
**Bill Zimmerman**, Diversion Program  
**Marion Vaughn-Howard**, Roanoke City Department of Parks and Recreation Youth  
Services Division  
**Michele Wells**, VA Department of Rehabilitative Services

Staff present:

**Doloris Vest**, president  
**Sherry Dean**, accountant/office administrator

Visitors present:

**Miyoshi Petty**, Council For Community Services

A quorum was present.

#### III. Approval of Consent Agenda

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**Mr. Dodrill** moved to accept the consent agenda (Minutes from the November 8, 2007 and December 13, 2007 meetings). **Ms. Edsall** seconded. The motion was passed on a voice vote.

#### IV. Reports

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A. **Youth Programs:** **Ms. Anthony** reported the following:

1. **Program Performance:** As of the end of December: 56 younger and 25 older youth enrolled with a plan of 47 and 27, respectively; 61 skill goals set and 91 attained. Since July 2007 ten participants have obtained diplomas.
  2. **Food Drive:** Program participants completed the food drive at The Franklin Center and it was extremely successful.
  3. **Patrick Henry Community College Information Session:** On February 16, 2008, from 9:45 a.m. until 1 p.m., a college information session will be held to inform students and the public on college applications, financial aid, scholarships and college transfers. Ms. Anthony will be providing information about Workforce Investment Act (WIA) youth programs at the event.
  4. **Radford University Girls' Math & Science Week:** During June 2008 a week long math and science camp will be held to encourage girls to pursue careers in the math and science fields. The camp is open to high school sophomores, juniors, and seniors and the cost is \$100 which includes all food, lodging, and activities for the week. Information on the camp can be found on Radford University's website.
  5. **Board Award for Older Youth Program:** Ms. Vest reported the board, at its December 7, 2007 meeting, awarded an additional \$30,000 to Goodwill in order to service more older youth. Ms. Anthony noted Goodwill is working with Franklin County High School to include a WIA older youth program application with senior information being sent to students. Goodwill is also working with area high schools to locate older youth who may have dropped out of school that may be eligible for the program.
  6. **Career Council:** On January 8, 2008 Ms. Humphreys, Ms. Anthony and Reba Hancock, Career Coach Franklin County High School traveled to Alleghany County to learn about the Alleghany/Highlands Career Council with Ms. Woodward. Starting a Career Council in Franklin County is a direct product from the youth summits held in 2007.
  7. **Alternative Education Program:** The alternative education program which provides 16 year olds the opportunity to obtain a general education development (GED) credential has provided two Roanoke City youth applications for the WIA youth program.
- B. WDB Board Update:** Ms. Vest reported on the following:
1. **Career Readiness Certificate:** The state council voted to include an 18th performance measure for boards which requires more WIA participants to obtain the state approved Career Readiness Certificate. The Career Readiness Certificate is awarded upon the completion of testing in the areas of math, reading, and information retrieval. The Career Readiness Certificate allows employers to be confident an individual is competent, at certain levels, in the areas of math, reading and information retrieval.
  2. **Workforce Center Relocation:** The board is expecting to hear back, from the state, by the end of January as to the next planning stage the state intends to pursue on the relocation. The former Goody's location at Crossroads Mall building is in bad shape and will require tremendous renovating before the state or workforce center could occupy the area. No lease has been signed with the owner of the building. It is predicted it would take six months to a year to get the building ready for occupancy. The youth council would like to see a youth focused room in the facility.
  3. **Board Retreat:** At the board's December 7, 2007 retreat three ad hoc committees were formed:
    - **Economic Development Committee:** the committee will focus on identifying workforce development needs of both new and existing businesses.
    - **Career & Technical Education Committee:** The first meeting will be January 11, 2008 and it is expected the focus will be on what areas the board can have an impact in, an inventory of existing workforce organizations, determination of overlapping services or what can be streamlined, and how to get the information to the public.
    - **Fundraising Committee:** Will start to work once the economic development and career and technical education committees decide the direction the board should take.

**Mr. Dodrill** noted the committees need to stress and upgrade the image of the career and technical education fields.

4. **Virginia Workforce Network (VWN) system:** Area III is now using the referral section of the new VWN system. The referral portion of the VWN allows case managers to refer individuals to other services and a printout can be given to the person referred while also providing them an email reminder of the referral. It is desired that staff referral access be given to all program operators who are not program case managers so more referrals can be made to more individuals. Ms. Vest will send application forms to youth council members so they may receive a referral sign-on to VWN system. There is no limit to who you can make a referral to as long as you have an email address. Reports can also be ran to determine how many referrals are taking place.

## **V. Unfinished Business**

1. **Unspent Incentive Grant Funds: Ms. Humphreys** reported the Virginia Transition Forum will be held at the Hotel Roanoke in March 2008. The state Departments of Education and Rehabilitative Service along with a host of many other agencies and programs are in attendance to inform schools of what is available to train and transition students from the school systems into the working world. This year a special student section will focus on how students can go back to their communities and become leaders. Youth council members see this as being a great forum to send other students, from the area, to with any unused youth council incentive grant funds. The conference costs \$65 per student if registration is done before February 11, 2008. Ms. Vest estimates there is about \$1,000 of incentive grant funding remaining therefore around 13 special education students, one from each Area III high school, could attend the forum using incentive grant funds. Ms. Humphreys noted that since Franklin County has already sponsored students those slots could be given to the other high schools, in the area, that may not be able to attend if Franklin County used those spots. The following youth council members will identify students from their local area high schools:
  - **Alleghany & Covington High Schools:** Ms. Woodard to locate two students
  - **Roanoke City High Schools:** Ms. Goldstein to locate two students
  - **Roanoke County High Schools:** Ms. Edsall to locate five students
  - **Craig County High School:** Mr. Paradzinski to locate one student
  - **Salem High School:** Ms. Anthony to locate one student
  - **Botetourt High Schools:** Ms. Humphreys to locate two students

## **VI. New Business**

- A. **PY2007 Incentive Grant Funding:** Ms. Vest reported the state is only offering \$10,000 this year in incentive grant funding for those areas who met performance requirements in the previous year. This year the state is requiring areas to apply for the funding available and explain how it will be used. Ms. Vest will include in her proposal, to the state, that \$5,000 be used for youth council activities because of all that was accomplished, in the past year, with the youth council funding the board awarded from the previous incentive grant.
- B. **Reappointments & New Members:** Terms will be expiring for Mr. Zimmerman, Ms. Woodward, Ms. Vaughn-Howard, Mr. Jones, Ms. Unroe, and Ms. Edsall in June 2008. Job Corp and the business community need representatives on the youth council also. By the next meeting, council members should decide if they would like to continue to serve and have ideas of others who may wish to serve. **Mr. Jones** noted he could represent the business community since he is also a licensed realtor for Campbell Realty. **Ms. Moore and Ms. Goldstein** would like to see someone from Carilion join the youth council. Renewal appointments will be made that the June 2008 board meeting.
- C. **Request for Proposal (RFP):** Ms. Vest reported the board has agreed to release an RFP, in the spring, which will bundle all three parts of the WIA grants the board operates. Many youth council members expressed the need to encourage youth to visit the local Virginia

Employment Commission (VEC) offices but did not feel that the Roanoke area VEC office was very inviting to the youth or general public.

**D. New Projects for 2008:**

1. **Youth Advocacy Week:** Mr. Paradzinski would like to see a youth advocacy week established where youth organizations could be highlighted in various events or information published in the newspaper. Ms. Vest will check to see if there is already such a week that the youth council could participate in. The next youth forums will be held in the fall and advocacy could be done at that time.
2. **VEC Summer Jobs: Ms. Woodward** would like to see the Area III VEC offices host "how to find a summer job" programs and have an event to draw youth into the local VEC offices. Ms. Vest will invite Mr. Johannessen to speak at the next youth council meeting.

**VII. Announcements**

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The next meeting will be held February 14, 2008 9 a.m. at the Roanoke Higher Education Center.

**VIII. Adjournment**

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The meeting was adjourned at 10:43 a.m.

*Doloris E Vest*

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Doloris Vest, president

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Date