

## Youth Council/Forum

Roanoke Higher Education Center, Roanoke, VA  
Thursday, March 13, 2008

### Minutes

#### I. Call to Order

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President **Doloris Vest** called the meeting to order at 9:00 a.m.

#### II. Roll Call

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

**Michele Wells**, VA Department of Rehabilitative Services  
**Wanda Anthony**, Goodwill Industries of the Valleys Youth Program  
**Kim Moore**, Disability Program Navigator  
**Harriet Woodward**, Alleghany/Covington Department of Social Services  
**Cindy Goldstein**, Roanoke City Schools  
**Barbara Humphreys**, Franklin County Schools  
**Jodylee Edsall**, Roanoke County Schools

Members absent:

**Paul Paradzinski**, Craig County  
**Jennifer Unroe**, 4-H Youth Development  
**Laura Elliott**, Junior Achievement  
**Bill Zimmerman**, Diversion Program  
**Ron Jones**, TAP This Valley Works  
**Marion Vaughn-Howard**, Roanoke City Department of Parks and Recreation Youth Services Division  
**Earl Dodrill**, Dabney S. Lancaster Community College

Staff present:

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

Visitors present:

**Bruce Johannessen**, Virginia Employment Commission  
**Clay Stein**, Goodwill Industries of the Valleys  
**Miyoshi Petty**, Council of Community Services  
**Robin Royer**, City of Roanoke

A quorum was present.

#### III. Approval of Consent Agenda

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**Ms. Woodward** moved to accept the consent agenda (Minutes from the February 14, 2008 meeting). **Ms. Goldstein** 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 February, there are 56 younger youth (Alleghany County 5, Franklin County 29, Roanoke County 2, Covington City 7, Roanoke City 13, Botetourt County 0, Salem City 0, Craig County 0) and 19 older youth (Alleghany County 0, Franklin County 1, Roanoke County 4, Covington City 2, Roanoke City 11, Botetourt County 1, Salem City 0, Craig County 0) enrolled with a plan of 47 and 19, respectively. A new brochure, for the older youth program, has been published and was distributed. Ms. Anthony has been visiting area high schools trying to locate participants for the youth programs. Ms. Anthony will meet with **Linda Hudson**, at Lord Botetourt High School today, to review seven youth program applications that have been submitted. William Byrd High School will not return Ms. Anthony's phone calls. **Linda Matthews** has spoken with Northside High School. **Ms. Vest** noted the reasoning behind early March recruiting was to have participants into the programs three months before summer employment opportunities were assigned.
  2. **Summer Enrichment Classes:** Two remedial math and reading classes will be offered this summer: one in Roanoke, one in Franklin County. Area teachers have reported these classes as being very beneficial to those students who have attended them in the past. Since this is the first time summer academic enrichment classes will be held in Roanoke, **Mr. Johannessen** agreed to allow the Roanoke class to be held at the Roanoke Workforce Center. A teacher will be with the students and classes will be held two days a week from 8:30 a.m. until 4 p.m.
  3. **Franklin County Youth Center:** **Ms. Humphries** attended a meeting of a board that is going to open a youth center in Rocky Mount. A bid has been placed on a building location. The center is planning a daycare center to provide child care to those who work first and second shifts and an after school program. A future goal is to offer child care to those who work third shift. The nonprofit board planning the center is having a "fun day" on May 3, 2008.
  4. **SHARE Access:** Ms. Vest noted that a youth center in Franklin County would be a good location for a SHARE network. SHARE is a project which allows workforce centers to expand their outreach, to the communities they serve, by locating an internet accessible computer in remote faith based/community service locations. Although faith-based organizations have been targeted as potential access points because many individuals looking for employment will visit their local church before seeking help elsewhere, they do not have to be used exclusively. Local workforce boards will train staff, in an organization that chooses to become a SHARE access point, on assisting individuals with job search and referring them to other partners. A SHARE access point organization in turn agrees to report, to the local workforce board, the number of individuals visiting the site and the organizations individuals were referred to. The workforce board will be holding SHARE informational and training sessions this spring.
  5. **Transition Forum:** Ms. Humphries noted the board is sponsoring four high school students (two from Franklin County and two from Covington) to attend the state Transition Forum that will be held in March at the Hotel Roanoke. Students will attend the leadership portion of the forum, making them eligible to attend the national forum this summer in Norfolk. At the March forum, students (accompanied by Ms. Anthony) will stay one night in a local hotel, which is being sponsored by Radford University. Ms. Vest would like for the students to attend the April board meeting and give a five-minute statement on what the forum meant to them.
  6. **Summer 4-H Camp:** Areas II, III, V and XVII are pooling resources this summer to provide the 4-H camp opportunity to more youth.
- B. WDB Board Update:** **Ms. Vest** reported on the following:
1. **New Workforce Center:** The VEC and DRS have agreed to relocate their offices to the new Roanoke Workforce Center. The idea of holding a "pep rally" for those groups to be involved with the Roanoke center was discussed. The event would explain the new center concept that is being introduced across the state. It has been learned, from other parts of the state, that groups who have not previously had to occupy shared office space, encounter new work lifestyles and cultures that may be require an adjustment process. All

organizations would be involved to find out what each group likes, dislikes or is concern about. The open forum would address transition, into a new facility, and have all details worked out by the time the construction of the facility is complete. Additionally, the youth council will need to decide how the new youth center portion of the workforce center would be designed.

2. **Request for Proposal (RFP):** Two responses to the RFP were received: Goodwill Industries of the Valleys and Total Action Against Poverty (TAP) submitted proposals. At the end of the youth council meeting, youth council members will review the proposals. Anyone attending the meeting who works for TAP or Goodwill will be asked to leave the room. After review, members will decide which proposal to endorse. The proposals will be reviewed by the executive committee on Thursday, March 20, 2008 and by the board on April 4, 2008.
3. **Membership:** Business representatives and a parent are needed for youth council membership. Ms. Vest requested **Ms. Woodward** to speak to **Barbara Driver**, who had a son that participated in the youth program, as to council membership.

## **V. Unfinished Business**

- A. **Youth Day At Roanoke Workforce Center:** Ms. Anthony and **Ms. Goldstein** would like to see youth using the workforce center and searching for summer employment earlier in the spring. **Mr. Johannessen** agreed to co-host a "youth day" at the Roanoke Workforce Center. Ms. Goldstein planned to bring 40 youth (20 from each Roanoke City school) to the Roanoke center for a two-hour session on job seeking skills in entry level positions, center tour, introduction to computer access available in the resource room and hear lecture from one of the business people who teach the job readiness class. Ms. Vest will see if she can obtain media coverage for the event. If this event is successful, possibly it could be held monthly in order to cover all area schools.
- B. **Youth Service Needs at Workforce Centers:** The following items were discussed as possible inclusions for youth at area workforce centers:
  1. Internship Coordination;
  2. College students to provide resource room staffing for college credits under service learning requirements;
  3. Business sponsors to defray cost (ex: Carilion or Cox Communications) for youth portion of center;
  4. VEC and DRS donating computer to be replaced (the board is a 501(c)(3) non profit that can accept donations);
  5. job readiness class for youth;
  6. partnership with businesses to encourage job readiness class participation;
  7. fully American With Disabilities Act compliant;
  8. CareerScope access for all youth (could be accomplished by donations);

The council discussed other barriers to youth entering the workforce: **Mr. Stein** noted the disconnect between education and business needs. Ms. Goldstein noted businesses need to be more involved with teaching youth what is needed to be successful in the workplace. **Ms. Wells** noted many of her youth participants are confused by the personality analysis testing many employers now require. Wal-Mart, Lowes, and Target all use personality testing before hiring an individual.

Ms. Vest advised the youth council to take on the task of contacting at least one business per council member and invite their participation with the new youth center in some capacity. Ms. Vest agreed to plot out a youth center model for the youth council to review.

## **VI. New Business**

- A. **TAP Job Fair:** Will be held April 1, 2008. From 9:30 a.m. until 11 a.m., youth council members will need to staff booth. Ms. Anthony and **Mr. Zimmerman**, have agreed to work the event. Mr. Stein suggested **Megan Hess** also staff the event.

- B. Dabney S. Lancaster Community College (DSLCC) Job Fair:** Ms. Vest reported the DSLCC job fair held last week was very successful. All youth in attendance visited with all exhibitors in a time frame of one and one half hours. Ms. Woodward noted every six minutes small groups of youth switched booths to the "change signal" of music.
- C. Burnt Chimney Elementary Career Fair:** Ms. Anthony invited Ms. Vest to attend a career fair to be held, at Burnt Chimney Elementary School, on April 2, 2008.

**VII. Announcements**

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The next meeting will be held April 10, 2008, 9 a.m., at the Roanoke Higher Education Center.

**VIII. Adjournment**

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The meeting was adjourned at 10:15 a.m.

*Doloris E Vest*

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Doloris Vest, president

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Date