

## **LAKE COUNTY YOUTH COMMITTEE MEETING MINUTES**

**March 23, 2016**

**2:00 PM**

**Lake County Department of Job & Family Services**

### **Members Attending the Meeting**

Carol Darr (P)

Sally DeLong

Mindy Hughes

Ronald Jaksic

Gale Leonard-Stawieri

Michael Stanic

Lisa Sturgill

### **Staff Attending**

Bob Dawson

Terri Richards

Leslie Ryan

The meeting was called to order by Chair Gale Leonard-Stawieri at 2:05 PM.

### **Approval of Minutes:**

Sally DeLong moved to approve the minutes from the meeting of March 3, 2015; seconded by Michael Stanic. All were in favor; motion carried.

### **New Business:**

Bob Dawson reviewed the situation with the WIOA Area Designation and several local governance matters including the name change of the Youth "Council" becoming the Youth "Committee" under WIOA. Bob thanked everyone for agreeing to serve and the expertise they bring to the youth committee.

Bob reviewed the status of the current WIOA Youth Programs including the status of the programs, client counts and spending and mentioned how well the current contractors have been transitioning from WIA to WIOA , especially with the sweeping change whereby 70% of all WIOA Youth funds must be spend on Out-of-School Youth and the WIOA requirement that a minimum of 20% of all youth allocations must now be spent on work experience.

Bob reviewed the CCMEP (Comprehensive Case Management and Employment Program) White Paper he recently researched, wrote and presented to the LCDJFS decision makers. CCMEP will combine WIOA Youth Funds with a new Allocation of TANF funds which will replace WIA/WIOA Youth programs as we have known them. Bob explained that he and LCDJFS Director Matt Battiato recently made a joint

recommendation to the Board of Lake County Commissioners to make LCDJFS the “Lead Agency” for the CCMEP Program. They anticipate the Commissioners making the designation.

The committee reviewed several aspects of CCMEP including the various strategies for delivering services and activities under CCMEP. After much discussion and several valuable suggestions, the Chair entertained a number of actions.

Sally DeLong made a motion to proceed with CCMEP planning and preparation as outlined in the CCMEP White Paper dated March 14, 2016 with LCDJFS performing program framework activities, all programming requirements starting with the IOP to be competitively procured in slots of 20 participants and with subsidized work experience wages being procured separate from all other programming. Michael seconded the motion; all were in favor; motion carried.

Mindy Hughes made a motion approving the CCMEP Spending Plan in theory, having an approximate total budget of \$1,550,000, a set-aside of \$150,000 for Administration; a \$300,000 set-aside for framework activities including intake, eligibility determination, assessments and monitoring; \$200,000 for work experience payroll services; \$100,000 for occupational skills training and \$800,000 for case management and general program activities. Sally DeLong seconded the motion; all were in favor; motion carried.

Sally DeLong made a motion to proceed with competitive procurement for all of the activities to be out-sourced commencing with the publishing of RFPs on or about April 15, 2016. Lisa Sturgill seconded the motion; all were in favor; motion carried.

The committee reached agreement on the date of May 19<sup>th</sup> at 2:00 PM at LCDJFS to reconvene for the primary purpose of review proposal evaluations.

There being no further business Michael Stanic moved for adjournment at 3:45 PM. The motion was seconded by Mindy Hughes. All were in favor; motion carried.