

**MINUTES OF A MEETING
LAKE COUNTY YOUTH COUNCIL
January 29, 2013
2:00 P.M.**

**At
Lake County Department of Job and Family Services**

COMMITTEE MEMBERS IN ATTENDANCE

Gale Leonard-Stawiery, Chair
Mark Rosborough
Carol Darr
Lisa Sturgil
Keith Miller
Michael Stanic
Mindy Hughes

STAFF IN ATTENDANCE

Bob Dawson
Leslie Ryan

CALL TO ORDER

Ms. Leonard-Stawiery called the meeting to order at 2:00 P.M.

PREVIOUS MEETING MINUTES

A Motion was made by Keith Miller and seconded by Carol Darr to approve the minutes from the March 22, 2012 meeting. All were in favor; motion carried.

Ohio Youth Analysis

Bob Dawson distributed a copy of an email from Sharon Parry, former WIB Director from Stark County. Sharon is now a consultant who has been retained by ODJFS' Office of Workforce Development to conduct a statewide review of Local WIA Youth Programs to ascertain the effectiveness of services being offered in Ohio. Sharon performed her review in Lake County earlier in January and was able to share some Best Practices she identified from our Youth Program and our procedures.

Independent Living Collaboration and Connecting the Dots

Mindy Hughes, Independent Living Coordinator for Lake JFS gave an overview of how the collaboration between the Foster Youth Independent Living program and the WIA Youth Program is working. This collaboration has solidified the agency's Independent Living offerings which has been of great benefit to the foster youth in the program. Mindy also reported on ODJFS' "Connecting the Dots" initiative. We are projected to receive a special grant in the amount of \$82,000 over the next two and a half years to help fund this effort. Connecting the Dots uses a concentrated mentoring model designed to dramatically improve the educational and employment outcomes of older youth in foster care.

Current Program Status and New Business

Bob Dawson reviewed a handout that summarized the current status of our youth programs by provider. Also reviewed was a report of the Youth Common Measures performance results for the previous program year which ended June 30, 2012 and for the 1st Quarter of the current program year (July 1, 2012 – September 30, 2012). Bob reviewed a funding analysis that compared our current spending levels against those of the past few years and the recent history of our Youth Allocations which have continued to steadily lesson each year. Using a projection for the year-end carryover of funds and the anticipated funding for PY13, we will have \$500,000 +/- available for youth programming next year. A proposed PY 13 Spending Plan was reviewed and discussed. **Keith Miller moved and Carol Darr seconded a motion to approve the Preliminary PY 13 Youth Spending Plan as submitted, subject to final appropriations. All were in favor; motion carried.**

The committee reviewed the proposed RFP specifications for both the Traditional (In-School or Combination In-School and Out-of School) procurement and the proposed RFP specifications for the Out-of-School program procurement. **Mike Stanic moved and Lisa Sturgil seconded a motion to accept the proposed RFP specifications and to authorize staff to proceed with the PY 13 Youth Provider procurement process. All were in favor; motion carried.**

Council then reviewed the various elements of an Independent Cost Estimate for the PY 13 procurement.

Gayle Leonard-Stawieri made a motion to adopt the PY 13 Independent Cost Estimate as proposed. Mindy Hughes seconded the motion. All were in favor; motion carried.

A recommended procurement timeline was reviewed that included a Bidders Conference in the middle of a one month procurement period and an on-line Q & A procedure. The procurement schedule calls for the Youth Council to meet on March 26, 2013 to review program proposals and to make a recommendation on PY 13 programs and providers for the WIB's consideration at their scheduled April 10, 2013 meeting. **Carol Darr made a motion to adopt the PY 13 Procurement Timeline. Mark Rosborough seconded the motion. All were in favor; motion carried.**

Adjournment

There being no further business, Keith Miller moved for adjournment at 3:00 PM. Mike Stanic seconded the motion. All were in favor; motion carried.

The next meeting of the Youth Council is scheduled for Tuesday, March 26, 2013 at 2:00 P.M.