

SOUTHERN ILLINOIS WORKFORCE INVESTMENT BOARD YOUTH COUNCIL

**Man-Tra-Con Corporation
3000 West DeYoung, Suite 800-B
Marion, IL 62959**

MINUTES _____ *April 8, 2009* _____

Members Present: Sheila Ahlgren, Terance Henry (via conference call), Kathy Lively, and Tyler Young

Members Absent: Steve Buntin, Bryan Cross, Joe Davis, June Hickey, Ethel Holladay, and Lisa Price

Contractors Present: Beth Schlette, Michelle Maden, Chuck Smith, Rick Marlow, and Judy Randall

Others Present: Roxanne Brewer-Coffey, Stephanie Castellano, Melissa Cauthen, Michelle Cerutti, Itzel Hosmon, JoDene Kern, and Dorothy Porter

Call to Order: On behalf of Chairperson Young, Ms. Lively called the meeting to order at the Marion Man-Tra-Con office at 4:08 p.m. on April 8, 2009.

- I. **Approval of Minutes:** A motion was made by Ms. Lively to accept the minutes from the March 18, 2009, meeting and was seconded by Ms. Ahlgren. The motion carried.

- II. **Orders of the Day:**
 - A. **Monthly Report Update:** Ms. Brewer-Coffey reported the contractors reviewed the reports at the Service Providers' Meeting held earlier in the day. Ms. Brewer-Coffey confirmed the reports reflect current enrollments and attainments.

 - B. **Summer Youth Program Discussion:** Ms. Brewer-Coffey informed the group the Southern Illinois Workforce Investment Board (SIWIB) voted to approve the Youth Council's recommendations regarding the Summer Works program. Summer Works has one performance measure which is a work readiness component. In accordance with WIA guidelines, the program must serve a minimum of 30% of out of school youth. The job slots will be distributed throughout the five counties as follows: Franklin County 62, Jackson County 137, Jefferson County 55, Perry County 42, and Williamson County 104. The same methodology utilized to determine WIA funding allocations will be used to determine the job slots assigned for each county. Ms. Brewer-Coffey also informed the council members about flyers being created for solicitation of worksites and youth participants.

Ms. Brewer-Coffey introduced Ms. Porter, the Summer Works Coordinator. Ms. Porter is developing pre-applications for youth participants. Applications for both youth participants and worksites will be available on the Man-Tra-Con website. Copies of the youth pre-application will also be available at local Boys and Girls Clubs, area high schools and other youth organizations. Youth interviews will be at

Man-Tra-Con offices in each of the counties. Participants will be selected on a first come/first served basis and veterans will be given preference. Four candidates for the Summer Works Specialist position have been interviewed to date; a need for eight or nine Summer Works Specialists in total is anticipated. One specialist will be located in Franklin, Jefferson and Perry County Man-Tra-Con offices and two specialists will be located in the Williamson and Jackson County Man-Tra-Con offices.

- C. Year Round Contractors' Reports:** Ms. Brewer-Coffey requested feedback from the Council members regarding the distribution of the Contractors' spreadsheets electronically. Chairperson Young indicated he prefers to receive the reports hardcopy via mail a few days prior to the meeting. Ms. Ahlgren indicated she had trouble printing the electronic version of the reports and also prefers to receive them hardcopy via mail.

A motion was made by Ms. Ahlgren to approve the Year Round Contractors' Reports and was seconded by Ms. Lively. The motion carried.

- D. Youth and Program Profiles (Verbal Recap)**
Each contractor verbally reported about a particular youth who has succeeded in their respective programs. Chairperson Young remarked on the similarity of challenges each youth has encountered applauding all youth in his/her ability to overcome those obstacles.

- E. Matters from the Floor:** Ms. Cerutti reported Man-Tra-Con has disbursed \$194,281.00 in direct youth participant payments to date this program year.

- F. Next Meeting Time and Place:** The next meeting is scheduled for May 13, 2009, at the Marion Man-Tra-Con office beginning at 4:00 p.m. A call-in number will continue to be offered as an option for those members unable to physically attend the session.

- G. Adjournment:** Chairperson Young adjourned the meeting at 5:05 p.m.