

TRIDENT

Youth Advisory Council

November 28, 2017

9:00 A.M.

SC Works Charleston
1930 Hanahan Road, Room 108
North Charleston, SC 29405

AGENDA

- I.** Call to Order and Quorum Determination
- II.** Approval of September 19, 2017 Meeting Notes
- III.** Youth Customer Success Stories– Keidrian Kunkel
- IV.** Youth Strategic Plan Review & Update - Discussion – Sharon Goss
- V.** Administrative and System Reports – Keidrian Kunkel
 - A. SC Works Trident Youth Program Performance
- VI.** Workforce Development Director’s Time – Sharon Goss
- VII.** Chair’s Time
- VIII.** Other Business
- IX.** Adjourn

NOTES

BERKELEY-CHARLESTON-DORCHESTER COUNCIL OF GOVERNMENTS

TRIDENT WORKFORCE DEVELOPMENT BOARD
YOUTH ADVISORY COUNCIL

September 19, 2017

Meeting Notes

The SC Works Youth Advisory Council (YAC) met on September 19, 2017, at the SC Works Charleston Office Building - Room 108 located at 1930 Hanahan Road in North Charleston.

MEMBERSHIP: Lillie Mae Caldwell; Janet Cappellini; Mona Caudle; Butch Clift; Kevin Deininger; Patricia Ferguson; Susan Friedrich; Jane Riley Gambrell; Radia Heyward; Melba Hope; Tana Lee; John Logan; Kelly Sieling; Bob Walker; Angelia Washington; Melissa Wright

MEMBERS PRESENT: Janet Cappellini; Mona Caudle; Kevin Deininger; Patricia Ferguson; Susan Friedrich; Kelly Sieling; Bob Walker; Angelia Washington; Melissa Wright

OTHERS PRESENT: Amanda Wagner (Eckerd Workforce Development); Keidrian Kunkel (Eckerd Workforce Development)

BCDCOG STAFF PRESENT: Sharon Goss; Kameron Alston

I. Call to Order and Quorum Determination

Chair Angelia Washington the Youth Advisory Council (YAC) meeting to order at 9:05 a.m. Excused absences were submitted, a quorum was determined and introductions were made.

II. Approval of June 20, 2017 Meeting Notes

Kelly Sieling made a motion to approve the June 20, 2017 Meeting Notes as presented and Bob Walker seconded the motion. The motion was unanimously approved.

III. Youth Customer Success Stories – Keidrian Kunkel

Keidrian Kunkel, with Eckerd Workforce Development, introduced Christie O’Brick, a PYC participant. Christie spoke about her experience with PYC which resulted in her being in a Medical Office Specialist program. The Youth Advisory Council received her report as information and congratulated Christie on her achievements.

IV. Youth Strategic Plan Review and Update – Discussion – Sharon Goss

Sharon Goss, Workforce Development Director, noted that work continues on developing a process for referrals. In addition, a small group convened to develop the referral process that includes a Quick Check Questionnaire that will help guide individuals to the appropriate partner and services. Short-term, this will be in a paper form that the front desk staff will track and send to the appropriate providers. The long-term solution will be to move to tracking and referring through a computer base technology approach. Amanda Wagner will send out an email requesting each partner to submit 3-5 questions to her to use on the Quick Check questionnaire and then comprise the instrument for use. The questionnaire will be brought to the next YAC meeting for the committee to review. The questionnaire will be in a check-list format. The small group will convene to develop the SWOT analysis. “Special Population” will be defined using the list in the Workforce

Innovation and Opportunity Act (WIOA) final regulations and will be addressed as a whole and not by each individual group. The Committee reviewed goals from another area's Strategic Plan Goals and the committee agreed that, with some revisions, the goals can be adopted for the Trident's Youth Strategic Plan. Amanda Wagner, Keidrian Kunkel and Sharon Goss will convene to provide updated goals to the committee at the next meeting.

V. Administrative and System Reports – Keidrian Kunkel

A. SC Works Trident Youth Program Performance

Keidrian Kunkel, with Eckerd Workforce Development, gave an update on the SC Works Trident Youth Program Performance detailing active caseload demographics, enrollments and WorkKeys outcomes. Ms. Kunkel shared Success Stories on PYC participants. The Youth Advisory Council received the update and success stories as information.

VI. Workforce Development Director's Time – Sharon Goss

Ms. Goss updated the Youth Advisory Council on rescheduling the Employer Convening Meeting as soon as possible. She also discussed the next steps for the Regional Plan which is to review the plan, find solutions and get results. Patricia Ferguson announced that Boeing is having an Information Session at Grace Restore Church in Moncks Corner on Monday, September 25, 2017 at 5:30.

VII. Chair's Time

Chair Angelia Washington thanked the Youth Advisory Council members for attending today's meeting and for their participation in the informative discussions.

VIII. Other Business

No other business was discussed.

IX. Adjourn

The meeting adjourned at 10:15 a.m.