

REGION 7 WORKFORCE INVESTMENT BOARD

YOUTH COUNCIL

MEETING MINUTES

NOVEMBER 17, 2009

The Youth Council meeting was called to order at 10:00 am with the following members present: Grover Duling, Pam Shrader, Bob Mac Phail, T.J. Van Meter, Elizabeth DePue.

Pam Shrader moved to accept the minutes of the October 7, 2009 meeting, Grover Duling seconded, motion carried.

T.J. Van Meter described the key points of the upcoming Request for Proposals, stating that respondents would have three options: 1) submit a proposal to provide services Region-wide for \$150,000; 2) submit a proposal to provide services to the three counties in the Eastern Panhandle for \$75,000; or 3) submit a proposal to provide services to the five counties of the Potomac Highlands for \$75,000.

T.J. Van Meter also handed out the RFP timeline, with dates as follow: RFP issued – 01/11/2010; Bidder's Conference – 11/19/2010; Proposals due – 03/05/2010; Proposals evaluated – 03/8-12/2010; Contract negotiations completed – 03/15-17/2010; Proposal award – 04/30/2010; Contract implementation – 07/01/2010.

Open discussion followed. Grover Duling stated that he felt COATES had done a good job, mentioning internships and the online courses. He stated that the online courses empowered students by showing them that they could successfully complete college-level work. Bob MacPhail stated that he felt that the administrative costs of running a "split" program with two providers would be proportionately higher than with a single provider, thus leaving less money for direct services. T.J. Van Meter stated that he felt that since it would be beneficial to have Youth Council representation, ideally the Chair or Vice Chair or both, on the proposal evaluation committee, the Youth Council needs to move ahead with the selection of said officers. It was decided that the selection of officers would be an agenda item for the next Youth Council meeting. Then a formal request will be made of the Workforce Investment Board to have Youth Council representation on the Proposal Evaluation Committee.

The next meeting of the Region 7 Youth Council will be on Wednesday, January 13, 2010 at 10:00 am at Eastern WV CTC. A request for a room with teleconferencing capabilities has been submitted. An agenda will be emailed one week prior to the meeting.

Grover Duling made the motion to adjourn, Pam Shrader seconded, meeting adjourned at 10:30 am.