



# Mississippi Valley Workforce Development Board

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## Youth Committee Meeting

Monday, February 16, 2022, at 5:00 p.m., via Zoom

**Members Present:** Jacob Nye, Heather Halbrook, Regina Matheson, Patrick Stock, Andy Sokolovich, and Carol Reynolds

**Members Absent:** Ron Schaefer and Rebecca Ruberg

**Staff Present:** Miranda Swafford, Executive Director, Elizabeth Rodriguez, Associate Director, and Phyllis Wood, Executive Assistant

**CEO Present:** Shane McCampbell

**Equus Staff:** Cherisa Price-Wells, Regional Director, Kendra Schaapveld, Project Director, Shannon Weaver, Operations Supervisor, Tabytha Seigfried, Quality Assurance Specialist and Brent Schwoebel, Youth Career Navigator

**One-stop Operator:** Robert Ryan

### **CALLED TO ORDER**

Nye called the meeting to order at 5:00 p.m.

### **QUORUM**

There was a quorum to conduct business.

### **EXCUSED ABSENCES**

Sokolovich made a motion to approve Schaefer and Ruberg absences, seconded by Stock, the motion carried.

### **APPROVAL OF AGENDA**

Reynolds made a motion to accept the agenda, seconded by Sokolovich, the motion carried.

### **APPROVAL OF MINUTES**

Sokolovich made a motion to approve the previous meeting minutes, seconded by Reynolds, the motion carried.

### **EQUUS JANUARY YOUTH REPORT**

Schaapveld reported on January numbers. There were 176 contacts with potential participants, 222 contacts with participants, with \$3,069 spent on WEX and \$852 on support services. There were 0 ISY and 3 OSY enrollments during the month, and the average caseload remains around 24. Schaapveld discussed the community outreach connections being made by Schwoebel with fourteen new community connections which resulted in 29 referrals in January. Schwoebel is presenting at an MCC orientation for HiSET classes and has office hours at CCC to meet with HiSET participants. The goal is for Schwoebel to be a part of every HiSET orientation at every EICC campus. The iLegacy enrollment and completion rate is up with eight enrolled and four completed in January with two more scheduled to complete in February.

### **YOUTH WORK EXPERIENCE POLICY**

Schaapveld reported on instances that the no overtime policy has created situations in which Equus has been responsible for participant wages. The proposed language is to allow for early/late clock ins and situations where overtime is unavoidable. The policy added language that employers would have to schedule overtime with regular employees first and working overtime would remain voluntary for participants. Sokolovich made the motion to approve the updated policy, seconded by Stock, the motion carried.

### **OTHER BUSINESS**

Swafford introduced Rodriguez as the new Associate Director.

### **PUBLIC COMMENT**

None.

### **ADJOURN**

Sokolovich made a motion to adjourn, seconded by Stock, motion carried. Nye adjourned the meeting at 5:33 p.m.