

**Youth Investment Council
Minutes
March 16, 2004**

Attendees: Jane Guillard - Juvenile Justice Commission
Kenila Xavier - Burlington County Community Action Program
Darlene C. White - Burlington County Board of Social Services
Karen Cheress - Pemberton Township Adult High School
Deborah Taylor-Greenley - Dept. of Human Services
Pauline Glenn - Burlington County Board of Social Services
Liliam Thompson - Burlington County Board of Social Services
Nanci Adams - Smith and Solomon Driver Training
Dan Boas - Burlington County Board of Social Services
Ruby Thomas - P.O.S.T.E.C.
Carol Yoest - YMCA
Paul Porter - Goodwill Industries of Southern New Jersey
Nicole Cassidy - Goodwill Industries of Southern New Jersey
Kristy Hutchinson - Goodwill Industries of Southern New Jersey
Ted Nixon - Boys and Girls Club
Barbara Weir - Workforce Investment Board
Eileen Holt - Workforce Investment Board

Meeting called to order at 10:05 AM.

I. Approval of Minutes from January 20th and February 17th Meetings

- Since a quorum was met, motion to approve the January minutes was made by Dan Boas, seconded by Pauline Glenn and unanimously approved.
- A motion to approve the February minutes was made by Pauline Glenn, seconded by Dan Boas and unanimously approved.

II. Youth Request for Proposal (RFP)

- The RFP has been reviewed by the legal department and is being advertised in the Burlington County Times today, March 16th. The Evaluation and Review Team will review all proposals.
- A pre-proposal meeting will be held on Thursday, April 1, 2004 at 10:00 AM at the County of Burlington, Freeholders Board Room, First Floor, 49 Rancocas Road, Mt. Holly, NJ. All those interested in submitting a proposal are encouraged to attend.

III. Youth Job Fair

- "Save the Date" cards were recently mailed to many local organizations, churches, schools and businesses.
- Posters are being printed by the college and will be mailed as soon as we receive them.
- Recruitment of private sector members is underway.
- To alleviate the chaos created last year, one radio station will be located in the lobby the day of the job fair. Additional advertising is being done in the Courier Post, Shoppers Guide and ads will be placed in the Metro Kids publication in the April and May issues.

- Suggestions were made to “capture” how youth heard of the Job Fair. Barbara will look into preparing a survey for youth. This may help with future marketing endeavors, even though current marketing seems to be sufficient.

IV. Youth Opportunities Program Update

□ Juvenile Justice Commission Update:

- Jane Guillard reported that the Burlington Day Program was notified that the building they were working out of was found to have asbestos. They have moved to another facility and are in the process of rebuilding the space.
- They will be hosting a Job Fair at the New Jersey Training School tentatively set for May 19th. They would like to see the One-Stop Career Center represented. Barbara will speak with Vernon.

□ Board of Social Services Update:

- Pauline Glenn reported that the youth Summer Work Experience program is in the planning stage. There is a meeting scheduled on March 23rd to discuss the process.
- The Board of Social Services and the Boys & Girls Club are working together on a summer camp program open to youth between the ages of 14 and 21.
- The Tutoring Program has begun; four nights per week. So far, there have been 12 referrals. If a youth fails to attend two (2) sessions they are “released” from the tutoring program and another youth will take their place.

V. Youth Brochures

- Youth Brochures are being printed by the college and will be mailed to members who request them, otherwise they will be “housed” in the One-Stop Career Center.

VI. New Business

- A brochure from the Department of Human Services advertising a seminar on “Adolescents and Substance Abuse” to be held at the Crossroads Conference Room in Lumberton on Wednesday, April 14, 2004 was distributed.
- Ted Nixon from the Boys and Girls Club prepared a brief summary on the Club Service Program. Partnering with Ruby Thomas of P.O.S.T.E.C. the program is open to youth between the ages of 17 and 24. It is a community service program providing educational scholarships, to any educational institution of choice, to youth who have provided 900 hours of community service. More information will be provided at the next meeting.

There being no further business, the meeting was adjourned at 10:45 AM.

**The next Youth Investment Council meeting will be held on
April 20, 2004 at 10:00 AM
Human Services Facility - Lecture Hall B**