

**Vermont State Workforce Development Board**

Youth Committee - Meeting Minutes

April 7th, 2023

1:00-2:00 pm

**Committee Members in Attendance**: Rose Lucenti, Loretta Stalnaker, Elizabeth Frascoia, Michael Dooley, Michaila Callis

**Guests in Attendance**: Victoria Biondolillo, Abby Rhim

Introductions

Tori began noting that ideally, the committee would vote to approve of the one-pager today, however, the group does not have a quorum.

One-Pager Edits

Elizabeth asked for the graphic to be edited, for all issue areas to be the same size. She also asked if “underprivileged” was the correct word. The group then decided on “underserved.” Elizabeth also asked for clarification on “monitoring body” in the “committee role” section.

Victoria explained that it is statutorily required that this committee monitors WIOA funded youth programs. This is referenced in the “milestones” portion as well.

Michael asked that Northland Job Cops be added as a lead partner. He also asked if a database or mailing list could be created that includes every school counselor in the state so you could easily communicate with youth about information and programs available.

Victoria noted that this database or list could be part of the outreach communications plan noted in the milestones.

Elizabeth asked for clarification on the milestone regarding hosting events. Is it clear that the committee will have hosted four events by the end of each year?

Victoria confirmed this.

Rose asked if work is already being done to achieve milestone number one, of compiling an inventory.

Victoria said that work would officially begin once the full plan is approved at the end of May, and that most of the administrative work will be done by SWDB staff. It will be on the committee to tap into their networks and provide the information.

Vote to Approve

Victoria noted that there was not a quorum, however, to show informal approval via raising hands. All members present nodded or showed a hand.

Next Steps

Victoria noted that Abby would follow up with poll to schedule the next committee meeting, which will be in June.

Meeting adjourned

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Respectfully submitted by Abby Rhim

Abby Rhim, Deputy Director, Vermont State Workforce Development Board