

**EVALUATION TEAM**  
**Minutes of the Meeting of Tuesday, April 13, 2006**  
**IETC 407 N. Franklin St. Danville**

**Present:** Chuck Brooks    Dee Ann Ryan                      Peggy Kunze                      Sandy Martin  
Nancy Hamilton            Brian Hensgen                      Any Streuer

**Guests/Staff:** Muriel Barnes                      Jason Asaad                      Sarah Petsch                      Bill Miller  
Fran Green            Lori Brewster

**Call to Order** - Chuck Brooks called the Meeting to order at 12:03 p.m.

**Bidders Presentation for the Center for Children’s Services (CCS):** Bill Miller distributed the GRAD/GED Program handout. Muriel Barnes informed that the Center for Children’s Services is in a unique position to develop and design comprehensive programming that helps to meet the goals of the VCWIB Strategic Plan and the 10 required services for youth programs by sharing a common vision: Improving Economic and Workforce Development in our Community. CCS is participating more in the educational forum and is now seen as part of the educational program in the County. There are more agencies referring kids to CCS. CCS has a good partnership with Prairie Center and the Probation Office. The project is designed to meet the needs of the JTP and WIB outcome goals. Barnes reviewed the documented barriers of the Youths CCS serves and that all of Vermilion County is served highlighting what parts of the County are currently being served. Retention, follow-up, and strong comprehensive case management services are important to the success of CCS’s programs. CCS reviewed their entrepreneurial projects. CCS is now billing Medicaid for counseling services for kids.

Dee Ann Ryan asked where do the homeless kids go. Barnes informed that they go to Helping Homes, Respite Care, and that CCS and has purchased temporary housing until something is found.

Brooks asked for clarification on the Budget Sheet; Limited Work Experience is \$31,720 and FICA is \$4,019 and CCS contribution Employer Share should only be 7.65 %. Green stated that the 5% unemployment rate is included.

Referring to page 2 of the Budget, Brooks questioned, what staff are involved in the project and the number of hours, specifically the director’s responsibility to the project for an hour a week for 52 weeks. Barnes responded that she is required to meet with the director weekly (3-5 hours) for reflective supervision. Sometimes the director meets with the kids.

Brooks questioned why the WIB is not listed as “additionally insured” on the insurance form. Barnes stated that the WIB would be added. Green informed that the WIB had been added and would double check on the policy.

Brian Hensgen requested clarification on the planning for exiters. Are the kids classified as “in school” that will be exiting in secondary school this upcoming year? Barnes informed that the kids are freshmen and sophomores so they will still be in school. Hensgen stated that would limit the number of performance measures that will be affected.

Ryan informed that 28% never finished a grade in high school that dropout. Barnes offered data: 1 student finished the 6<sup>th</sup> grade, 4 students finished the 7<sup>th</sup> grade, 18 students finished 8<sup>th</sup>

grade, 24 students dropped out in 9<sup>th</sup> grade, 25 dropped out in 10<sup>th</sup> grade, 9 dropped out in the 11<sup>th</sup> grade.

Sandy Martin questioned Barnes if the program enrollment is at capacity. Barnes informed that CCS is never at capacity and there is no waiting list.

Ryan inquired whether the first step when a child is referred to the program is testing. Barnes confirmed and included that the child is also interviewed. Barnes informed that this year the program referred 125 students on for testing. When a child doesn't meet testing requirements and there is suspicion of undiagnosed learning disability Barnes will call the students principal. If the youth are already out of school there's not a lot that can be done, will refer the students to DACC. DACC does the test in Adult Basic Education.

Ryan offered statistics regarding children in juvenile detention and adult jail, 50%-70% have undiagnosed learning disabilities. Barnes informed that one possibility is to work with the school district to discover how to prevent the cases. For cases where the child is out of school, there is a possibility of reaching these cases by utilizing specialized adult education at junior colleges, or within other agencies, or possibly in the adult justice system. Brewster stated that testing for learning disabilities has been discussed several times in the WIB's Committees. Division of Rehabilitation Services (DRS) does do some testing, but there are very limited funds. Hamilton informed that it depends on the age; the youth must be 16 and up. If the youth is in school, the school system is responsible for testing. If the youth is out of the school system and wanting to get employment and there is a likelihood of a learning disability then DRS can do testing.

There were no further questions. Brooks thanked Barnes for the presentation.

**Approval of Minutes** - Motion to approve the minutes of the April 05, 2006 meeting as presented was made by Peggy Kunze, seconded by Dee Ann Ryan. Approved by a unanimous voice vote. Motion carried.

**Recommendation to the Youth Council** – Brian Hensgen distributed a break-out on 2005-2006 Youth Programs funding. Last Year total Youth Funds available was \$315,135. The new 5 year plan goes into effect in May. Last year the number was 112-115. Hensgen spoke of concerns and suggestions of the new 5-year plan.

Hensgen stated that last year LWIA-18 sub-contracted 88% of program funds. Hensgen informed of a possibility for a pilot program in Vermilion County to try to get kids re-enrolled in the E-Learning Initiative. The State wants to get the initiative started by July 1, 2006. LWIA 18 is one of 5 areas that the State has identified as a pilot site. The Program would serve 20-40 youths. LWIA –18 would get an additional \$100,000-\$200,000 dollars to serve those kids that are within 5 credit hours of graduating. The E-Learning Initiative is a diploma recovery program that JTP would be the administrator of. The details regarding the possibility of matching funds are still being worked out.

The Committee voiced concern with Medicaid billing and the amount being requested for salaries for the number of hours and weeks in the budget.

Brooks questioned Hensgen on what the cost per participant was last year. Hensgen responded \$2,363.

Hensgen estimated that JTP would be receiving a cut in funding this year. Hensgen proposed 4 levels of funding based on 86% of CCS requested amount:

- \$252,108 Serving 90 youth
- \$224,080 Serving 80 youth
- \$210,075 Serving 75 youth
- \$196,070 Serving 70 youth

Hensgen suggested with the billing situation with Medicaid removing the cost from the salaries. Hensgen liked the follow up plan CCS was proposing and would like to keep the cost per participant close to the same level of funding of this last year. This would ensure that JTP would have enough money so that the program design of having a “feeder program” does not fail; the numbers for youth served by JTP will go up. This year CCS is proposing a cost per participant of \$2879; Hensgen is suggesting a cost per participant at \$2801. Hensgen stated that CCS would be exiting quite a few kids that have their GED.

Brooks stated concerns with the increase of cost per participant from last year of more than \$450, Barnes and Miller’s salaries, if both are drawing off Medicaid. Hensgen stated that CCS has enhanced a couple of items on their proposal including follow-up and some new programs, which could include some additional staff costs.

Without knowing the allocation Hensgen informed that there is generally a 3 to 7 percent cut, if the funds were drastically reduced there would be a concern. After Committee discussion the suggestion was \$250,000 for 100 youths with cost per participant \$2,500. Brooks stated that in the past the providers have been told what is being proposed in contracting with them, if the allocations were drastically lower than the Evaluation Team would need to renegotiate. The new program year goes into effect July 1<sup>st</sup>. Hensgen added that the fiscal office and CCS are aware that all of their profits that are realized from any activities are considered program income and is to be used exclusively for program. If CCS makes \$10,000 then technically CCS has \$260,000 or the WIB can give them \$240,000. As CCS reports on a monthly basis program income, any profit, can be used through the year if an increase of people come into the JTP program that need training. The money is program income and it is up to the Board to utilize the profit as the Board deems fit.

Motion to approve \$250,000 for 100 youth was made by Dee Ann Ryan, seconded by Peggy Kunze. Approved by a unanimous voice vote. Motion carried.

**Comments** – Hensgen mentioned that District 118 called this morning to set up a meeting next week to review their proposal. Brooks mentioned that there was a meeting with Life Building Institute today, April 13, 2006.

**Next Meeting** – None Schedule

**Adjournment** – Motion to adjourn the meeting was made by Chuck Brooks, seconded by Brian Hensgen. Approved by unanimous voice vote. Motion carried.