

**Minutes of the River Valley Workforce Investment Board
Youth Council-RFP Ad-hoc Committee Meeting**

Report for:	Youth Council RFP Ad-hoc Committee		
Date:	February 16, 2010 @ 9:00 a.m., or immediately following the 8:30 a.m. Youth Council Committee Meeting		
Location:	KCDEE Conference Room, One Smoketree Office Complex, No. Aurora		
Attendees:	<i>Members</i>		<i>Guests</i>
	Gary Von Behren – Chair	A	Deb Banker and Mary Yapejian, KCDEE
	Charlie Seibert, Plumbers & Pipefitters Local 501	P	Cheryl Weiler, First Inst. Training and Mgmt.
	Bruce Olson, IDES-Elgin (appointed Honorary Chair of this meeting)	P	
	Mark Baum, RC Wegman Construction	P	
WIB Staff:	Sharon Walker (A)		
Next Meeting:	To Be Determined		

- I. Call to Order – Honorary Chair Bruce Olson called the meeting to order at 9:00 a.m. A quorum was established.
- II. Approval of Minutes
 - ❖ June 25, 2009 – Olson set a motion to the floor to approve the minutes. Seibert motioned to approve; Baum seconded. Motion carried, minutes approved.
- III. Old Business
 - ❖ Letter to Kendall County Special Education Cooperative (KCSEC) – Banker reported that she had been following up with KCSEC with regard to staff work hours as part of their PY09 Grant, and stated that questions were satisfactorily resolved and a letter would not be necessary.
- IV. New Business
 - a) Review PY10 RFP to be Issued – Members reviewed the draft RFP distributed and a discussion was held. Members agreed that changes were not necessary.
 - b) Review Timeline of RFP to Schedule Subsequent Meetings – Members reviewed the timeline distributed in relation to the RFP process.
 - c) Kishwaukee College Modification for \$5,000 (Approved by KCDEE – amount falls within KCDEE approval threshold) – Banker notified members that KCDEE approved a modification to Kishwaukee College's Youth sub-contract for additional training dollars for students and confirmed that this modification amount falls within KCDEE's threshold.
- V. Action Item(s)
 - A. Resolution 2009-02-19: Approve the issuance of a Youth Request for Proposal (RFP) for the Program Year 2010. **Olson set a motion to the floor to approve. Seibert motioned to approve; Baum seconded the motion. All in favor, aye, motion carried unanimously.**
 - B. Resolution 2009-02-20: Approve budget modification request from Waubonsee Community College in amount of \$11,000 to increase salaries and fringes line items for two staff positions, increasing Program Director's time on project from 75% to 100% and secretarial time on project from 10 hours weekly to 20 hours weekly. **Olson set a motion to the floor to approve. Baum motioned to approve; Seibert seconded the motion. All in favor, aye, motion carried unanimously.**
- VI. Adjournment – Honorary Chair Olson adjourned the meeting at 9:25 a.m.