

# Workforce Investment Board of Merced County Youth Council

Merced County Office of Education (MCOE)  
Clark Room

632 M Street, Merced, CA

Wednesday, March 17, 2010, 3:30-5:00 p.m.

## Meeting Minutes



<http://web.co.merced.ca.us/wi/youth/meetingpkts/meetingpkts.html>

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**Members Present:** Melissa Abby, John Fowler, Debbie Glass (Chair), Alexander Hall, Mary Jane Hawkes, Nellie McGarry, Holly Newlon, Vann (Mike) Smith

**Members Absent:** Claudia Corchado (Vice Chair), Richard Mahacek, Nancy Mendoza, Rick Osorio, Atenas Vallejo

**Others Present:** Bob Bittner, Jessica Garibay, Baljit Gill, Christine Kulina, Lori Minor, Eve Snelling

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1. Call to Order/Roll Call: The Chair, Ms. Debbie Glass, called the meeting to order at 3:35 p.m. Roll call was taken.
2. Approve Agenda: It was *M/S/C Hall/Fowler* to approve the agenda as published.
3. Approve Minutes: It was *M/S/C Smith/Fowler* to approve the February 17, 2010 minutes as published.
4. Public Opportunity to Speak: None
5. Discussion/Possible Action:
  - a. Review and Discussion of Youth Council Goals (continued): It was *M/S/C Hall/Newlon* to approve the Council's goals and functions as follows. The motion to approve was withdrawn so that goals and functions are clearly written out as discussed and will then be voted on at next month's meeting.

Goals:

- Develop and implement an outreach program for youth to increase their knowledge of programs and services available to youth.
- Provide oversight for all WIA Youth programs and assure goals, objectives, and timelines are being met.
- Research and evaluate the best practices and current indicators for success of state and national youth programs.

Functions:

- Develop and deliver the marketing message of the Youth Council.
  - a. Create linkages with youth programs, business, education, and local communities to promote awareness of the Youth Council and its programs.
  - b. Encourages the development of youth leadership within the community and Youth Council.
  - c. Promotes awareness of the value of youth development in education and training programs.
  - d. Identifies youth programs within the County to promote and support.

- Provide oversight to all Workforce Investment Act functions that the Youth council is responsible for. This includes:
  - a. Requests For Proposals (RFPs);
  - b. Assure policies and procedures are properly applied;
  - c. Developing competitive grant funding;
  - d. Investigating how money is spent in relationship to results produced.
- Review customer satisfaction input and use it for continuous improvement of youth programs and services.

The Council asked Youth programs to provide customer satisfaction reports along with quarterly reports that are currently being provided.

- b. Application for Membership – Mr. Robert Bittner: It was *M/S/C Hall/McGarry* to approve items b-e and forward to Workforce Investment Board (WIB) for final approval.
  - c. Application for Membership – Ms. Baljit Gill;
  - d. Application for Membership – Ms. Carol Greenberg;
  - e. Application for Membership – Ms. Christine Kulina;
  - f. Approve New Youth Opportunity Program Contract for 2010/2011: It was *M/S/C Fowler/McGarry* to table items f. and g. for clarification. The Council agreed to a noticed conference call, if necessary, for approval of these items when requested information is made available to members. (Note: Ms. Newlon excused herself from the conference room at the start of this discussion);
  - g. Approve New Empower Contract for 2010/2011.
6. Presentations:
- a. Request for Proposal (RFP) Process: Ms. Eve Snelling provided a PowerPoint presentation on the process of a RFP. The Council requested the presentation be posted on the Youth Council website. An email will be sent to notify members when this task is accomplished.
7. Information:
- a. Youth Council Resignation: Ms. Martha Dueñas resigned from the Youth Council effective February 17, 2010. Ms. Dueñas thanked the Youth Council for the opportunity to serve the youth of Merced County.
  - b. Youth Contract Expenditure Reports: Due to the absence of Ms. Jackie Walther-Parnell, Fiscal Manager, this item will continue on the agenda for next month.
8. Reports:
- a. MCOE Youth Program Reports: A copy of the report was provided with the Youth Council package.
  - b. California Workforce Association Youth Conference: Ms. Nelly McGarry informed the Council of Mr. Mike Mariner's availability for "Roadtrip Nation" presentation. He is available on April 22<sup>nd</sup> or the week of May 10<sup>th</sup>. The Council decided to book May 12<sup>th</sup> for the "Roadtrip Nation" presentation. The Chair, Ms. Debbie Glass, suggested the May Youth Council meeting be moved from May 19<sup>th</sup> to May 12<sup>th</sup> after the "Roadtrip Nation" presentation, no one opposed. Ms. Glass offered to have the presentation/meeting at Merced Adult School. The Council suggested the contract with Mr. Mariner include permission to videotape his presentation for future reference. Ms. Glass reminded members of the Paul Clayton workshop which is scheduled for April 13<sup>th</sup> from 9 a.m. to 4 p.m. at Dept. of Workforce Investment, Large Conference Room.

9. Announcements (Roundtable): Mr. Alexander Hall provided members with flyers for upcoming events. A Jr. High School St. Patrick's Day Dance will be held on Saturday, March 20<sup>th</sup> from 6:00-10:00 p.m. at the Boys & Girls Club. On Saturday, March 27<sup>th</sup> from 9:00-11:00 a.m. will be "Breakfast with Bunny" at the Boys & Girls Club. Tickets for these two events can be purchased in advance at 690 W 16<sup>th</sup> Street, Merced, or at the door. An egg hunt will be held on Saturday, April 3<sup>rd</sup> from 10:00 a.m. to 1 p.m. at Stephen Leonard Park (corner of 7<sup>th</sup> & T Street in Merced). For additional information on these events call Fritzi Martinez at (209) 385-6895.

Ms. Holly Newlon noted on April 22<sup>nd</sup> will be the ROP Awards of Excellence event at the Merced Fairgrounds. Approximately 140 students will be recognized. Dinner can be purchased at the event. Ms. Newlon invited members to attend.

Mr. John Fowler noted on Saturday, March 20<sup>th</sup> at 10:00 a.m. at Merced College, a human billboard will be organized to attract Google. Anyone who would like to take part must wear a white T-shirt.

Ms. Glass noted the Children's Summit is Saturday, March 20<sup>th</sup> at St. Patrick's Parish. Elevate America vouchers are now available for any individual who is interested. Merced County received 2,250 vouchers and each individual can receive up to 5 vouchers.

Ms. Nellie McGarry noted the Boys & Girls Club dinner auction is Friday, March 26<sup>th</sup> and invited members to attend.

10. Chair Comments/Future Agenda Items: Ms. Glass thanked members for attending the meeting and noted she appreciates their hard work.
11. Date, Time and Location of Next Meeting – April 21, 2010, 3:30 p.m., MCOE, Room J-2, 632 W. 13<sup>th</sup> Street, Merced.
12. Adjourn: The meeting adjourned at 5:15 p.m.