

**TO: Youth Council**

**DATE: 1/11/02**

**FROM: Planning & Quality Assurance**



**For Action**



**For Information**



**Meeting Notes**

**SUBJECT: Needs Assessment & Gap Analysis Methodology & Format**

**PROPOSED MOTION(S): Accept the Needs Assessment and Gap Analysis document.**

**DISCUSSION:**

The ultimate goal of this committee was to produce a viable and user-friendly Needs Assessment and Gap Analysis for Merced County. The first of those two goals has been completed via the Youth Council Survey.

The most difficult process was determining the most effective manner in which to present the information. Some considerations were, the document must be user-friendly, it must be all-inclusive, reflecting those services that we know exist and then matching them to the communities in the county with the concerns (barriers) identified in the survey.

Staff feels that this has been accomplished.

**ATTACHMENT(S): Assest Map & Gap Analysis**