



MERCED COUNTY YOUTH COUNCIL

## Workforce Investment Board

### Youth Council Meeting

#### UC Cooperative Extension

2145 Wardrobe Avenue, Merced, CA

February 8, 2002, 9:00 a.m. to 11:00 a.m.

#### Meeting Minutes

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- Members Present:** Micki Archuleta, Bob Bittner, Suzannah Campbell, Mary Cavazos, Claudia Corchado, Chuck Dean, Evelyn Eagleton, Renisse Ferrario, Robert Harmon, Kathy Hassett, Mary Jane Hawkes, Jerry Johnson, Noah P. Lor, Cynthia Kelly-Reponte, Rebecca Lincoln, Richard Mahacek, Nellie McGarry (Chair), Marie Nelson, Jim Newberry, Suzanne Nuñez, Jack Page, Michael Parker, Mayra Ramirez, Mike Smith, Ralph Vigil, Jean Weaver, Rev. Craig E. White, Sr.
- Members Absent:** Barbara Ayers, Lorena Briano, Daryl Dupree, Troy Fox, Robert Gilbert Jr., Henry Ildefonso, Jeff Knapp, Charlie Lambert, Steve Lundgren
- PITD Staff Present:** Andrea Baker, Dave Davis, Gary Derr, Marta Echevarria, Ed McLaughlin, Dick Skarke
- Others Present:** Joseph Becker, Robin Davis, André Griggs, Charles Jameson, Irma Janzen, Cecelia Jimenez, Gloria Morris, Pat Newby, John Olson
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1. **Call to Order/Roll Call** – The Chair called the meeting to order at 9:07 a.m., and roll call was taken.
2. **Approval of Agenda** – It was *M/S/C Dean/White* to approve the agenda as published.
3. **Approval of Minutes** – It was *M/S/C Dean/Corchado* to approve the January 8, 2001 minutes.
4. **Public Opportunity to Speak** – None.
5. **Announcements:**
  - a. Several Youth Council members and staff attended the California Workforce Association (CWA) Youth Conference 2002 in Palm Springs on February 3-4, 2002. Attendees noted from the information gathered during the conference, the Merced County Youth Council is far ahead of all other Youth Councils, and acknowledged everyone's hard work on the Youth Council.
  - b. There will be a scholarship fundraiser for Southeast Asian students in Merced County on February 16, 2002, at the Merced College cafeteria at 5:30 p.m. Donations are \$25.00 per person for the dinner event. Anyone interested in attending should contact Noah Lor at (209) 385-8849.
  - c. The Boys and Girls Club of Merced ribbon cutting ceremony has been changed to Tuesday, February 26, 2002. The open-house event is free for everyone and begins at 4:00 p.m. There will also be a benefit dinner, dance, and auction on March 2, 2002. Tickets are \$30.00 each, and anyone interested in attending should contact Rebecca Lincoln at (209) 385-5393 or Jean Weaver at (209) 725-8668.

- d. Merced County Office of Education (MCOE) is taping a video for a program in March entitled, "Education in Action out of MCOE". The tape will highlight the Youth Opportunity Program (YOP) and the Merced County Youth Council.
- e. Merced College is celebrating Black History Month and will be featuring "African Storyteller" at the Merced College Theater on February 24, 2002, at 4:00 p.m. There will be stories, music, and other performances for adults and children. Refreshments will be served and the event is free.

## 6. Action Agenda:

- a. **Approve JCG as Second WIA Out-of-School Youth Provider** – An evaluation committee made up of Youth Council Operations Committee members and Merced County employees met on January 29, 2002, to evaluate the Request for Proposal (RFP) submitted for the Year-Round Out-of-School Youth Program (17-21). The committee rated the single proposal submitted against specific criteria from the RFP and scored greater than the minimum required score. The proposal will be a collaborative effort between several organizations, with Jobs for California Graduates-Merced County being the lead provider. The proposal is to serve 225 youth for \$862,722 over a 15-month program. It was *M/S/C Smith/White (Abstain – Bittner, Cavazos, Dean, Eagleton, Nelson, Newberry, Page, Vigil)* to approve and recommend to the Workforce Investment Board (WIB) the selection made by the RFP Evaluation Committee of Jobs for California Graduates-Merced County, Inc. as the second provider for the Out-of-School Youth Program.
- b. **Ratify Renewal of MCOE/ROP as WIA Younger Youth Program Provider** – Private Industry Training Department (PITD) staff reviewed the MCOE/ROP Younger Youth contract and reported that MCOE is fulfilling its contract requirements. It was *M/S/C Hassett/Kelly-Reponte (Abstain – Bittner, Cavazos, Dean, Eagleton, Nelson, Newberry, Vigil)* to renew the WIA Younger Youth Program with MCOE/ROP through 2004, on compliance with the PITD monitoring review.
- c. **Ratify Operations Committee Decision Concerning ARBOR, Inc. WIA Out-of-School Youth Contract** – The ARBOR, Inc. Workforce Investment Act (WIA) Out-of-School youth program contract is due for renewal or termination. Many discrepancies were discovered after each monitoring visit to ARBOR, Inc. Mr. Charles Jameson, Vice-President of ARBOR, Inc., apologized to Youth Council members for the inaccurate compliance report given earlier regarding ARBOR, Inc.'s performance. Mr. Jameson noted that although there have been discrepancies found during monitoring visits, many changes have been implemented to help fix deficiencies. A new Assistant Operations Manager, Pat Newby, has been assigned to complete an audit of the program and come up with corrective solutions to some of the problems. Mr. Jameson asked that the Youth Council withhold making a decision regarding the renewal of their contract until the Operations Committee has time to review the report on the corrections to take place. It was *M/S/C Dean/Corchado (Abstain – Kelly-Reponte)* to postpone any decision concerning renewing ARBOR, Inc.'s contract until the March 8, 2002 Youth Council meeting in order to give the Operations Committee and the Youth Council time to analyze Mr. Jameson's report and make an appropriate decision.

- d. Request for Funds: Merced College Electronics Lab** – Merced College is requesting \$66,000 funding to help establish an electronics program that will offer the CISCO certification program as well as a variety of other electronics courses in demand by local/regional industries. The funds will help with the additional classes in the fall of 2002, and the remodeling of a classroom in the summer of 2002. It was *M/S/C White/Dean (Abstain – Page)* to postpone making a decision until interested representatives present more information regarding existing outcomes and effectiveness of the program, as well as other factors the Operations Committee and the Youth Council would like to look at before making a decision.
- e. Request for Funds: Perry/Yoakley** – The Perry/Yoakley Family Development Center submitted a request to the Youth Council for \$10,335 to cover costs of a keynote speaker for their Youth Group Symposium on “Taking Control of My Future”. The keynote speaker is Coach Herman Boone, the inspiration for the Disney movie, “Remember the Titans”. If funded, the monies will cover the basic costs of bringing Coach Boone to Merced County. There was discussion regarding purchasing the tickets to sponsor up to 200 designated Workforce Investment Youth to attend the function as an incentive reward, rather than sponsoring the costs of bringing Coach Boone to Merced. It was *M/S/C Dean/ Eagleton* to work with Perry/Yoakley Family Development Center in coordination with Evelyn Eagleton to fund up to \$5,000 to sponsor 200 WIA eligible students and staff (at \$25.00 each) to attend the event upon confirmation that the speaker is scheduled to come to Merced County.
- f. Youth Council Functions Workplan** – The Youth Council Executive Committee members attended a training seminar on January 17-18, 2002, hosted by the Youth Council Institute. Representatives from many Youth Councils attended this training and reviewed their places in meeting specific Youth Council goals. This review was analyzed by the Executive Committee in conjunction with the six (6) stated priorities developed during the November 2001 Youth Council Retreat. They are: 1) The Youth Council leverages youth-serving resources, 2) Staff and Council members educate leadership on the system and lessons learned, 3) The Youth Council regularly benchmarks against best practices, 4) The Youth Council sets quality standards based on best practices, 5) The Youth Council has defined a single year-round, comprehensive, coherent system, and 6) The Youth Council seeks to catalyze a shift from programs to one system.
- During the training seminar, a workplan was devised with tactics to meet goals, designate a lead committee for the plan, define specific outcomes for each priority, and project completion dates for the goals, utilizing the aforementioned six (6) priorities. The Youth Council Functions Workplan was provided to all members. It was *M/S/C Dean/Page* to approve the Youth Council Functions Workplan.
- g. Logo: Font Selection** – It was *M/S/C Dean/Page* to approve the Ariel font style selection for the Youth Council logo. Staff will be looking into purchasing t-shirts with the new youth logo for volunteers at the Youth Conference. (See logo on the first page.)

**7. Committee Chair Reports:**

- a. Operations Committee (Kathy Hassett)** – All information was provided and discussed above.
- b. Leadership/Marketing Committee (Claudia Corchado)** – The committee is working on the distribution of the Youth Resource Directory and placement of the directory on the Youth Council website. The directory will be produced in-house and distributed to each Merced County High School Career Centers, and will also be notified the directory can be duplicated for the students. The committee is also discussing marketing the leadership message via Youth Council t-shirts, specifically for those who will be volunteering at the Youth Conference.
- c. Planning and Quality Assurance Committee (Richard Mahacek)** – The Needs Assessment and Gap Analysis report is now available on a CD-ROM. Bookmarks and other easy-to-use features have been added to the CD-ROM report, making it more ‘user-friendly’. The report has been submitted to the Board of Supervisors (BOS) and is on its agenda for the first meeting in March. The second youth survey is now available online at: <http://www.co.merced.ca.us/pitd/youth/info/Survey/survey.html>. This survey, in coordination with Evelyn Eagleton, will be taken by MCOE students as well as other youth throughout Merced County, and will generate many responses. The committee will also be looking at different types of youth development models and working to research a possible Merced County Youth Council Development Model.
- d. Outreach and Education Committee (Suzanne Nuñez)** – Committee members had an opportunity to speak about and promote the upcoming Youth Conference to attendees of the Youth Council Institute in Palm Springs. There was an article in the Merced Sun-Star on February 7, 2002, promoting the Youth Conference. CWA is advertising the Youth Conference and is conducting the registration for the conference on its website at: <http://www.calworkforce.org/Conferences.html>. There is a need for more volunteers to assist with the Youth Conference and members were asked to contact Gary Derr if interested.

**8. Chair’s Comments** – The Vice-Chair thanked everyone for attending the meeting.

**9. Other Business** – None

**10. Date, Time and Location of Next Youth Council Meeting** – The next Youth Council meeting is March 8, 2002, in the UC Cooperative Extension Classroom (2145 W. Wardrobe Avenue, Merced) from 9:00 a.m. to 11:00 a.m.

**11. Adjournment** – It was *M/S/C Smith/Nuñez* to adjourn the meeting at 10:32 a.m.

Minutes prepared by Marta Echevarria