

**Workforce Investment Board of Merced County**

**Youth Council**

**Merced County Office of Education Newbold Room**

**632 West 13<sup>th</sup> Street, Merced, CA**

**Wednesday, April 14, 2004 – 4:00 p.m.**

**Meeting Agenda**

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1. Call to Order and Roll Call .....
2. Approve Agenda .....
3. Approve Minutes (February 11, 2004) .....
4. Public Opportunity to Speak .....
5. Announcements .....
6. Action Agenda .....
- a. Youth Council Membership – Natalie Culver .....
7. Information/Discussion Agenda .....
- a. Update on Youth Programs Request for Proposal .....
- b. Out-of-School Youth Program Quarterly Update .....
- c. Younger Youth Program Quarterly Update .....
8. Chair Comments/Roundtable/Future Agenda Items .....
9. Date/Time and Location of Next Meeting – June 9, 2004, 4:00 p.m., MCOE.....
10. Adjourn .....

# Workforce Investment Board of Merced County Youth Council

## UC Cooperative Extension

2145 West Wardrobe Avenue, Merced, CA

Wednesday, February 11, 2004, 4:00 p.m.

## Meeting Minutes



MERCED COUNTY YOUTH COUNCIL

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**Members Present:** Bob Bittner, Stephanie Busbea, Mary Cavazos, Claudia Corchado, Ben Duran, Evelyn Eagleton, Rennise Ferrario, Alexander Hall, Robert Harmon, Mary Jane Hawkes, Taide Hernandez (Vice Chair), Rebecca Lincoln, Richard Mahacek, Nellie McGarry (Chair), Jim Newberry, Mayra Ramirez, Edgar Perez, Vann (Mike) Smith, Ralph Vigil, Rev. Craig E. White, Sr.

**Members Absent:** Ana Andrade, Laura Gongora, Kathy Hassett, Cecilia Jimenez, Jerry Johnson, Charlie Lambert, Kristen Miller

**WI Staff Present:** Dave Davis, Dee Knight

**Others Present:** Holly Newlon, MCOE

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**1. Call to Order/Roll Call:** The Chair called the meeting to order at 4:05 p.m., and roll call was taken.

**2. Approve Agenda:** It was *M/S/C Corchado/Hall and Duran* to approve the agenda as published.

**3. Approve Minutes:** It was *M/S/C Smith/Corchado* to approve the December 10, 2003 minutes.

**4. Public Opportunity to Speak:** None.

**5. Announcements:**

a. On Saturday, March 13, 2004, from 8:00 a.m.-1:00 p.m., the Merced County 4H is having its Communications Day. If anyone is interested in volunteering to be a judge, please call Mr. Richard Mahacek at 385-7418 or let him know after the meeting.

b. Ms. Evelyn Eagleton noted the Firm Build nonprofit Youth Program finished the remodeling work at MCOE, and has received a contract to remodel a kitchen.

**6. Action Agenda:**

**a. Request for Proposal Evaluation Team Selection:** This Request for Proposal is for the In-School and Out-of-School Youth Programs. The Chair asked that Youth Council members consider adding a youth and the parent representative to the evaluation team. It was *M/S/C Hall/Eagleton* that the following be participants on the evaluation team:

- Stephanie Busbea
- Claudia Corchado
- Rennise Ferrario
- Kathy Hassett
- Bob Harmon
- Taide Hernandez
- Rebecca Lincoln

**7. Information Agenda:**

**a. Merced County Children's Summit:** Ms. Claudia Corchado, Ms. Rebecca Lincoln (who was the spokesperson) and Ms. Mayra Ramirez are all participants on the planning team to recognize Child Abuse Prevention Month on April 30 and May 1, 2004. They want to encourage Youth Council members to volunteer as facilitators or scribes for the Children's Summit teen breakout sessions (ages 13-22) that will take place on April 30, 2004, from 4:00 p.m. to 8:00 p.m., at the Boys and Girls Club. There will be a teen dance from 8:00-10:00 p.m.

The focus will be on children ages 0-22. They would specifically like the Youth Council to volunteer to facilitate the "All Youth-One System—what would it look like" session. A Merced County Strategic Plan for Children will be developed from the information gathered at the breakout sessions. Registration forms will be provided to staff and will also be on-line. Anyone wanting to volunteer, please let one of them know after the meeting or within the next two weeks. The next planning team meeting will be February 24, 2004, 11:45-12:45, at the Boys and Girls Club.

It was recommended that staff submit an advocacy letter from the Youth Council to the Workforce Investment Board supporting this concept at its March 11, 2004 meeting, and that someone from the planning team be present to answer any questions.

**b. City of Merced Fund-raiser:** The Chair proposed a concept of the Youth Council having all Merced County youth serving agencies come together at a one-day workshop to inform parents/children what's available in Merced, and culminate that day with a "gala" fund-raiser at \$50 per person. Where this money would be kept would have to be worked out by a committee, but the money would be held to be used to support youth activities that don't fall under the WIA criteria. The Chair asked members to think about this, and the topic would be brought back for further discussion at the next meeting.

**8. Chair Comments:** The Chair noted she has been trying to keep in touch with the State Youth Council to ascertain to what extent the Governor is supporting the youth program. As she receives information, it will be passed on.

**9. Date, Time and Location of Next Youth Council Meeting:** Next meeting is April 14, 2004, 4:00 p.m, at Merced County Office of Education.

**10. Adjourn:** The meeting was adjourned at 5:02 p.m.

Minutes prepared by Devilla D. Knight

**TO: Youth Council**

**DATE: 04/14/2004**

**FROM: Youth Council Staff**

**For Action**

**For Information**

**For Discussion**

**SUBJECT: Application for Membership**

**PROPOSED MOTION(S): The Youth Council approves Ms. Natalie Culver for membership on the Youth Council**

**DISCUSSION: Ms. Natalie Culver, the new Director for the Independent Living Program at Merced College, has applied for membership on the Youth Council. Ms. Culver's program provides services to current and former foster youth, and focuses on helping youth gain basic life skills, confidence and information they need to become successful self-sufficient adults.**

**Ms. Culver was a past Chair for the Independent Living Program Advisory Board at Hartnell College in Salinas, CA, and was the Regional Independent Living Program Coordinator for the Community College Foundation. She is active in Merced with the Children's Summit Planning Committee and the Adolescent Wellness Committee.**

**Ms. Culver will be appointed as "Other Representation Agreed by the WIB Chair and CEO for Membership".**

**ATTACHMENT(S): Application will be available at the meeting.**

**TO: Youth Council**

**DATE: 04/14/2004**

**FROM: Youth Council Staff**

**For Action**

**For Information**

**For Discussion**

**SUBJECT: Update on Youth Programs Request for Proposal**

**PROPOSED MOTION(S): Information Only**

**DISCUSSION: On January 8, 2004, the Workforce Investment Board (WIB) directed that a Request for Proposal (RFP) be issued for 2004-05 WIA Youth Programs. That RFP was issued February 27, 2004, and closed April 6, 2004. February 11, 2004, the Youth Council selected an Evaluation Committee to rate proposals to the RFP. That committee met April 13, 2004. The selected proposers must be notified by General Services through a "Notice of Intent to Award". Once that notice has been sent, then the organizations selected to provide the youth programs would be publicly announced.**

**Three (3) bids were received. One bid was received for the Younger Youth Program from Merced County Office of Education (MCOE). That proposal will serve 520 active participants and 250 in follow-up at a cost of \$1,470,000. The Out-of-School program had two bids. MCOE proposes a program serving 313 active participants with 127 in follow-up at a cost of \$630,000. Central Valley Opportunity Center also proposes a different program, serving the needs of rural youth from farm worker and agriculturally employed families, 75 youth at a cost of \$251,681.**

**Because of timing constraints, once the proposers have been selected, the next step will be approval by the WIB on May 13, 2004. We hope to have the Board of Supervisors sign the new agreement June 8<sup>th</sup> or 15<sup>th</sup>. The new programs will begin July 1, 2004.**

**ATTACHMENT(S): N/A**

**TO: Youth Council**

**DATE: 04/14/04**

**FROM: Youth Council Staff**

**For Action**

**For Information**

**For Discussion**

**SUBJECT: Out-of-School Program Quarterly Report**

**PROPOSED MOTION(S): Information Only**

**DISCUSSION: The Quarterly Report for the EMPOWER Program for January, February, and March 2004 is attached.**

**ATTACHMENT(S):**

**Letter, EMPOWER Quarterly Report, January–March 2004**

To: **Dave Davis**  
Youth Council Staff

From: **Rebecca Garcia**  
EMPOWER Program, Advisor

Re: Quarterly Report, EMPOWER Program

Date: March 31, 2004

**A. The Overall Status of Contract Program**

The overall status of the contract program has improved during the last 3 months. We are working closely with the Advisors to ensure that the goals of the participants are being met. In addition, we are recruiting and enrolling new participants. We currently have 39 pending enrollments.

**B. Past Quarter Highlights (Youth Developments)**

EMPOWER Program Orientation-2/27/04 Merced  
EMPOWER Program Workshop 1- 3/05/04 Merced  
EMPOWER Program Orientation-3/19/04: Los Banos  
EMPOWER Program Workshop 1- 3/26/04 Los Banos

**C. Past Quarter Deficiencies**

Early this year, we had a high rejection rate of paperwork, but it has decreased dramatically within the last two months.  
We have had no participant referrals from Merced Lao Family since MCOE took over the contract.

**D. Past quarters recruiting/marketing efforts**

Recruiting efforts have been made in the last quarter and will be continuous throughout the life span of the contract.

**E. Number enrolled and number of participants in each program component**

Total number of active participant enrollments: 183  
Total number of participants in follow-up: 127  
Training-39  
GED/HS Diploma-19  
Work Experience- 12

**F. Number of hard/soft exits**

Out of School Youth Hard exits-9 Soft exits-none  
Older Youth Hard exits-11 Soft exits-none

**G. Next quarter challenges**

Training of 1 full-time Advisor-May Vang

Training of 1 part-time Advisor- Carol Carlson

**H. Technical Assistance Needed**

We need to have someone create a database in order to better assist in storing information needed on a daily basis.

**I. Number of clients receiving social services and examples of services received.**

Although, we have not referred anyone over for social services, we had a representative from various agencies come and speak to our Advisors.

January 28, 2004      Danna Jensen from R.A.F.T

February 20, 2004      Judy Kennedy from Mental Health

**TO: Youth Council**

**DATE: 04/14/04**

**FROM: Youth Council Staff**

**For Action**

**For Information**

**For Discussion**

**SUBJECT: Youth Opportunity Program (YOP) Quarterly Report**

**PROPOSED MOTION(S): Information Only**

**DISCUSSION: The Quarterly Report for the Youth Opportunity Program for January, February, and March 2004 is attached.**

**ATTACHMENT(S):**

**Letter, YOP Quarterly Report, January–March 2004**

To: Dave Davis  
Employment & Training Analyst, Department of Workforce Investment

From: Robin Davis  
Career Educator, Youth Opportunity Program, Merced County Office of  
Education

Re: Quarterly Report, Younger Youth Program  
Prepared for the Merced County Youth Council

Date: April 2004 (Jan/Feb/Mar)

1. **Overall status of the program:** The program is exceeding performance standards. 89% of basic skills goals were attained, 80% of those exited obtained their diploma, and 74% achieved retention this month. Eighty-four new enrollments occurred in this quarter.

2. **Past quarter highlights:**

**YOP participants are involved in varied community service projects.**

**This quarter, 73 YOP participants from Dos Palos, Los Banos, and Le Grand High Schools collected “pennies for patients” for children with leukemia. Hundreds of dollars were donated to the Fresno Leukemia Foundation.**

YOP participants who are in ROP classes participated in Portfolio Day. Each student completed a Career Portfolio and participated in a mock job interview with a professional in the community who provided the student with constructive criticism. Participating students will be acknowledged at one of MCOE/ROP's Award of Excellence ceremonies - April 29th at Golden Valley High School Theater and May 4th at Buhach Colony High School Theater.

**YOP participants from all the high schools were given an opportunity to attend a Career Industry Day, organized by ROP. This quarter, the two industries highlighted were Agriculture and Health. Professionals in the fields met with students to answer questions and provide information on the opportunities, prerequisites, and realities of each career path.**

3. **Past quarter deficiencies:** none
4. **Past quarter recruiting/marketing efforts:** Opportunities for youth to apply for the program are provided in high school career centers or daily bulletins.
5. **Number enrolled:** 407 active / 1749 overall

6. **Number of hard/soft exits:** 1342 / 0

7. **Next quarter challenges:**

- In early April, the younger youth YOP office linked with the out-of-school youth EMPOWER program in Building K on the MCOE complex, 632 W. 13<sup>th</sup> Street. It will include a career center and computer lab to serve as a youth One Stop once the resources are in place.
- A team of mentors are developing new lesson plans to build into the Working Professional curriculum. They will include work readiness, leadership development, college/university preparedness, and addressing local social issues that the YOP in ACTION (steering committee) found pertinent.
- YOP participants will assist facilitators as scribes during the April 30<sup>th</sup> Friday night teen sessions of the Merced County Children's Summit. Mentors will serve as chaperones and transport youth from around the county to the event where 150 youth are expected to attend.

8. **Technical assistance needed:** none