

**Workforce Investment Board of Merced County
Youth Council**

**Merced County Office of Education, Newbold Room
632 West 13th Street, Merced, CA
Wednesday, July 14, 2004 – 4:00 p.m.**



Meeting Agenda

1. Call to Order and Roll Call
2. Approve Agenda
3. Approve Minutes (June 9, 2004)
4. Public Opportunity to Speak
5. Announcements
6. Workforce Investment Board Chair Presentation – The Worknet and Economic Development System John Headding
7. Action Agenda
 - a. Exemplary Performance Award and Technical Assistance Notification
 - b. Youth Council Goal #1
8. Information Agenda
 - a. Younger Youth Program Quarterly Report
 - b. Out-of-School Youth (Empower) Program Report
 - c. Application to CA Workforce Investment Board – Innovative Transition Youth Grant
9. Chair Comments/Roundtable/Future Agenda Items
10. Date/Time and Location of Next Meeting – August 11, 2004, 4:00 p.m., MCOE.....
11. Adjourn

Workforce Investment Board of Merced County

Youth Council

Merced County Office of Education – Clark Room

632 West 13th Street, Merced, CA

Wednesday, June 9, 2004, 4:00 p.m.

Meeting Minutes



MERCED COUNTY YOUTH COUNCIL

Members Present: Ana Andrade, Bob Bittner, Stephanie Busbea, Claudia Corchado, Evelyn Eagleton, Robert Harmon, Kathy Hassett, Mary Jane Hawkes, Jerry Johnson, Rebecca Lincoln, Richard Mahacek, Nellie McGarry (Chair), Jim Newberry, Edgar Perez, Mayra Ramirez, Rev. Craig E. White, Sr.

Members Absent: Mary Cavazos, Ben Duran, Rennise Ferrario, Laura Gongora, Alexander Hall, Taide Hernandez (Vice Chair), Charlie Lambert, Kristen Miller, Vann (Mike) Smith, Ralph Vigil

WI Staff Present: Dave Davis, Dee Knight

1. Call to Order/Roll Call: The Chair called the meeting to order at 4:06 p.m., and roll call was taken. The Chair noted she would have to leave at 4:30 p.m., and Mr. Robert Harmon would take over as Chair.

2. Approve Agenda: It was *M/S/C Corchado/Eagleton* to approve the agenda as written.

3. Approve Minutes: It was *M/S/C Bittner/Newberry* to approve the May 12, 2004 minutes.

4. Public Opportunity to Speak: None.

5. Announcements:

a. The Merced Soroptimist Annual Festival is Friday night, June 11, 2004. Tickets can be purchased for \$25.00 from Ms. Evelyn Eagleton. They are also having a raffle.

b. The Boys and Girls Club is having a Golf Tournament on July 16, 2004, at Stevinson Ranch. Entry fee is \$125.00 per person, which includes lunch and dinner. You can contact Ms. Claudia Corchado for more information. They are also planning an Annual Kids Day. The Boys and Girls Club staff is having a car wash for \$5.00, and all proceeds will go towards purchasing Athletic and Arts Department equipment.

c. The Girl Scouts is having its annual fund-raiser in Modesto this Friday, June 11, 2004, from 6:00-9:00 p.m. Advance tickets are \$25.00, and \$30.00 at the door. See Ms. Ana Andrade to purchase tickets.

d. The 4H received a national grant for its GISGPS Program (technology). A youth will be going to the national conference in July 2004, and in August 2004 they will be having a kick-off event with Merced Focus.

e. The Charles Ogletree book signing is this Friday, June 11, 2004, at 6:00 p.m., in the Multicultural Arts Center.

f. Friday, June 11, 2004, 4:00-9:00 p.m., is Jerry Johnson's retirement party at the Eagle's Nest Restaurant. The Youth Council will present him with a proclamation between 5:00 and 5:30 p.m.

6. Information/Discussion Agenda:

a. Youth Council – An Historical Look: Staff provided a recap of where the Youth Council has been and what it has done so preparation could be made for future activities. Money spent on youth contracts from September 2000 to present is \$8,538,420.00, over 5,000 skills have been attained, and four Requests for Proposals have been selected.

7. Action Agenda:

a. Youth Council Vision, Role, Mission Statement and Goals: The Chair asked Youth Council members to revisit the Vision, Role, Mission and Goals to determine the next steps for the Council in relation to the Children's Summit, the new initiatives on foster care, juvenile justice and disabled youth. The Chair provided several handouts on the State Youth Council programs and current legislation, and noted SB 215 – Youth Mentoring and Youth Development is at a standstill.

The Workforce Investment Board (WIB) Chair, Mr. John Heading, will be attending the July 14, 2004 meeting to talk about the vision of the WIB and connecting the Youth Council activities with Workforce Development—not just getting our youth educated, but into the workplace.

It was *M/S/C Eagleton/Corchado* to recognize and adopt the Vision, Role, Mission Statement and Goals as written in the Agenda Item, and to pick a specific item and allocate a certain amount of time at each meeting to discuss and work on it.

b. Youth Programs – Eligibility for Services/A Percentage Analysis: Staff provided for review and examination the enrollment percentages in selected categories—disabled, offenders, foster youth and substance abusers—for both youth programs.

It was *M/S/C Corchado/Rev. White (abstain Bitter/Eagleton/Ramirez)* to commend Merced County Office of Education on servicing a sufficient amount of youth in each category and to continue the same standard of enrollments.

8. Chair Comments: The Acting Chair thanked Mr. Dave Davis for all his support in preparing the agenda items and related topics.

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

10. Adjourn: The meeting was adjourned at 4:50 p.m.

Minutes prepared by Devilla D. Knight

TO: Youth Council

DATE: July 14, 2004

FROM: Youth Council Staff

FOR ACTION

SUBJECT: Exemplary Performance Award and Technical Assistance Notification

PROPOSED MOTION(S): That the Youth Council concur with the development of a locally recognized Workforce Professional credential and forward the completed program to the Workforce Investment Board (WIB) for approval.

DISCUSSION: The State of California Employment Development Department (EDD) recently awarded the Merced County Workforce Investment Area an exemplary incentive award of \$9,062 for meeting or exceeding the majority of the LWIA's performance goals for Program Year 2002-03. However, one performance goal was not met, the Older Youth Credential/Diploma Rate. Because of this, the WIB is required to submit a Corrective Action and Technical Assistance Plan. The plan is due back to EDD by August 24, 2004, and must be signed by the WIB Chair and the Chief Local Elected Official.

The performance measure in question included 25 Arbor youth who exited during the period October 1, 2001 to September 30, 2002. The Negotiated Performance Level was then 30%; attained was 22.2%.

Presently, using exits from both JCG and MCOE programs, we are achieving a 33.3% performance rating.

The best insurance to consistently attain the Credential Performance Measure is to develop a locally recognized credential. The most common credentials now earned are the high school diploma and the General Education Development (GED). Others include forklift certification, Class A Driver's License, nursing certifications, and beautician certifications.

MCOE has begun work to develop a locally recognized Workforce Professional certification. The credential program should be ready for presentation at the September WIB meeting.

ATTACHMENT(S): N/A

TO: Youth Council

DATE: July 14, 2004

FROM: Youth Council Staff

FOR ACTION

SUBJECT: Youth Council Goal #1

PROPOSED MOTION(S): Review Goal #1 and affirm or modify as required.

DISCUSSION: During the June 9, 2004 Youth Council meeting, members were requested to review the goals of the Youth Council, and to discuss their validity and the Council's commitment to the goal. The Youth Council voted to pick a specific goal for each meeting and to allocate time during the meeting to discuss the goal and its implementation.

Goal #1: Lead the effort to connect all youth strategies within the community.

ATTACHMENT(S): N/A

TO: Youth Council

DATE: July 14, 2004

FROM: Youth Council Staff

**FOR
INFORMATION**

SUBJECT: Younger Youth Program Quarterly Report

PROPOSED MOTION(S): Information Only

DISCUSSION: YOP Quarterly Report Apr/May/Jun 2004 is attached.

ATTACHMENT(S): YOP Quarterly Report

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: July 2004 (Apr/May/Jun)

1. **Overall status of the program:** In March, we received the monitoring results. WIA elements such as community service projects, leadership opportunities, work experience, a structured summer curriculum, field trips, speakers, counseling, tutoring, parent involvement, and mentoring were examined and have “contributed to the overall apparent success of the program”.

Maintenance of WIA forms were found to be “virtually error free” and in compliance with regulations. The Youth Council Goals were exceeded; showing a decrease in the pregnancy/parenting rate, a decrease in substance abuse, and an increase in school attendance. With the exception of the Skill Attainment measure in the second quarter, all performance measures have continued to exceed the contract and state standards.

Areas in need of attention were addressed for specific files. They included verification of family size or eligibility, a more thorough development of the Individual Service Strategy, and details on the I-9 form. All concerns were resolved by individual mentors.

2. **Past Quarter Highlights:** Over 30 YOP participants and 9 YOP mentors/chaperones attended the **Merced County Children’s Summit** (Teen Night) on April 30th at the Boys & Girls Club. The feedback was very positive. Survey comments from youth in Atwater, Dos Palos, and Merced included:

- “I think the event was important because we were able to discuss topics such as teen pregnancy, depression, and relationships with people who knew what they were talking about and could help us understand and develop our own ideas on how these issues should be dealt with.”
- “I liked sharing what I had to say and maybe having a positive impact, as small as it may be, on the community in the future.”
- “It really gives you a bigger perspective and allows you to agree/disagree with what others have to say about a topic.”
- “I learned a lot about teen relationships- like what kinds of relationships are healthy and the ones that are not good to be in.”
- “I loved it!”

The **summer employment** program began June 7th. While hundreds of youth received a paid work experience during the school year, nearly 300 youth are working this summer with local employers. Mentors developed a training plan for each participant who works 29

hours/week and attends the Working Professional course 3 hours/week. The course emphasizes traits necessary to keep a job. Additional curriculum this summer helps youth focus on their strengths, preferred working environments, goals, and overcoming challenges. Youth are working in retail sales, landscaping, construction, graphic arts, warehousing, clerical positions, and athletics assistants.

Three field trips to the California State Capital via the Amtrak train are scheduled this summer. Each day will allow 64 youth and 11 chaperones to tour the Capital, visit the California State History Museum, and watch "Wild California" at the Sacramento IMAX theater.

Success Story: Often, the success of the program is recognized in Follow-Up when a youth is in college or working. YOP participant, Buu Nguyen, was recognized for success by her mentor, Blanca Rodriguez. Through YOP, Buu researched career paths in business and health, developed a career portfolio, practiced interviewing skills, and experienced her first jobs over three summers. Buu described the benefits of her work experience.

"I gained an incredible amount of skills. I learned how important it was to be a leader and also a team player. Before I started working, I always had the concept that it would be wonderful to be the boss of everyone. My experiences shaped me to realize that I had to get over that my job, the lowest rank in the company, was worthless to me and the company. By understanding that, I was able to take the skills I learned at every job more importantly."

Buu's career guidance began with YOP in her sophomore year. Last year she graduated from Atwater High and is now attending UC Davis.

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. 101 participants were enrolled this quarter.
5. **Number enrolled:** 445 active / 1850 overall
6. **Number of hard/soft exits:** 1405 / 0
7. **Next quarter challenges:** MCOE will be hiring and training two new Mentors, an Instructional Aide, and a new lead Career Educator for this contract. I have accepted a position to work abroad so my last day with MCOE is June 30, 2004. The support and dedication of everyone working in the program has been wonderful.
8. **Technical assistance needed:** I have requested Younger Youth Eligibility training for staff in September 2004.

TO: Youth Council

DATE: July 14, 2004

FROM: Youth Council Staff

**FOR
INFORMATION**

SUBJECT: Out-of-School Youth Program Quarterly Report

PROPOSED MOTION(S): Information Only

DISCUSSION: EMPOWER Quarterly Report Apr/May/Jun 2004 is attached.

ATTACHMENT(S): EMPOWER Quarterly Report

To: **Dave Davis**
Youth Council Staff

From: **Holly Newlon**
EMPOWER Program Coordinator

Re: Quarterly Report, EMPOWER Program

Date: June 30, 2004

A. The Overall Status of Contract Program

The overall status of the contract program continues to improve. In addition to enrolling new participants, we are tracking the number of participants enrolled in structured program activities to ensure that the majority of youth are receiving intensive services (as opposed to case management services only). We are actively recruiting for several new positions to allow more youth to be served. We are working closely with the Advisors to ensure that the goals of the participants are being met. During the months of April, May, and June 55 new participants were enrolled.

B. Past Quarter Highlights (Youth Development)

1. Leadership Development: EMPOWER staff attended a staff development day at the Jack L. Boyd Outdoor School at Camp Green Meadows in Fishcamp on April 23. Staff participated in teambuilding and leadership exercises to evaluate the potential of using the outdoor school and its leadership curriculum for participants.
2. EMPOWER Orientation 4/30/04
3. EMPOWER Workshop I 5/7/04
4. EMPOWER Workshop II-Job Readiness
 - Workshop II, Session I-4/21/04
 - Workshop II, Session II-4/28/04
 - Workshop II, Session III-5/5/04
 - Workshop II, Session IV-5/12/04
5. EMPOWER Zone (Interviews and Portfolio Presentations to business/community members
June 2, 2004)
6. Participants walked to raise funds for the American Cancer Society at the Los Banos Relay for Life on June 5.

C. Past Quarter Deficiencies

We will continue to work on improving the error content of paperwork submitted.

D. Past quarters recruiting/marketing efforts

1. EMPOWER staff developed and implemented a rotational schedule for representation at the Merced One-Stop on Tuesday afternoons from 3:00 p.m. – 5:00 p.m. The Advisor in Livingston also arranged for weekly hours at the Livingston One-Stop on Wednesday afternoons.
2. EMPOWER staff had a booth at the Job Fair on April 7. Approximately 40 referrals were received and those youth were invited to the April 30 orientation.

3. Evening presentation at Delhi Migrant Education 4/21/04
4. Evening presentation at Stevinson Migrant Education 4/22/04
5. Presentation to the SOS/Mental Health team on May 5.
6. Met with HSA CalWORKS management team on May 26 to schedule staff presentations
7. Met with MCOE Migrant staff on June 3 to discuss a Spanish language cohort.
8. Presentation to HSA CalWORKS supervisors on June 9.
9. Booth at the *Echoes of Strength Car Show* in Los Banos June 12, 2004
10. Presentation to HSA CalWORKS staff on June 18.

The July 9 orientation has more than 70 names on the expected attendance list. Many of our referrals are from current program participants and from positive “word-of-mouth” in the community.

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

Total number of active participants		191
Adult Basic Education, GED, HS Diploma:	16	
Career Technical Training:	28	
Workshop II:	17	
Work Experience:	24	
Case Management:	77	
Unsubsidized Employment:	<u>29</u>	
	191	
Total number of participants in follow-up:		177

F. Number of hard/soft exits

Hard exits: 12.
Soft exits: 7

G. Next quarter challenges

The hiring of new staff members will require training in all WIA related issues as well as program issues.

H. Technical Assistance Needed

Training in the following subjects will be needed for all new staff:

Eligibility, opening and closing goals, and exits.

We have requested that the eligibility training occur in September.

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

One participant was referred to *A Woman’s Place*.

A presentation by staff from *A Woman’s Place* has been scheduled for the July 1 staff meeting.

TO: Youth Council

DATE: July 14, 2004

FROM: Youth Council Staff

**FOR
INFORMATION**

SUBJECT: Submission of Application to the California Workforce Investment Board's Innovative Transition Youth Grant

PROPOSED MOTION(S): Information Only

DISCUSSION: The California Workforce Investment Board has announced the availability of funds for improving transition outcomes for youth with disabilities. As a local One-Stop Operator, the Department of Workforce Investment (WI) is eligible to apply for these funds. WI will request \$548,000 (\$68,000 in year one of the grant, and \$120,000 in years two through five). These dollars will fund a demonstration project to ensure that youth with disabilities can obtain the necessary services needed within the local workforce system. The grant will also pay for resource mapping of the target group of youth. Once services are in place, their efficacy will be evaluated, and information about the outcomes of services will be disseminated by the State to other Workforce Investment Areas.

The grant application must be submitted by July 16, 2004. The WIB approved the submittal of the application on July 8, 2004. The period of the grant is five years, and notification of funding is expected in August 2004.

ATTACHMENT(S): N/A