

**Workforce Investment Board
Youth Council Meeting
UC Cooperative Extension, 2145 Wardrobe Avenue, Merced, CA
August 10, 2001, 9:00 a.m.
Meeting Minutes**

Members Present: Barbara Ayers, Bob Bittner, Lorena Briano, Suzannah Campbell, Mary Cavazos, Claudia Corchado, Evelyn Eagleton, Renisse Ferrario, Troy Fox, Robert Harmon, Mary Jane Hawkes, Jerry Johnson, Jeff Knapp, Rebecca Lincoln, Noah Pou Lor, Richard Mahacek, Nellie McGarry (Chair), Marie Nelson, Suzanne Nuñez, Jack Page, Michael Parker, Mike Smith, Ralph Vigil, Jean Weaver

Members Absent: Robert Gilbert Jr., Kathy Hassett, Henry Ildefonso, Charlie Lambert, Steve Lundgren, Jim Newberry, Obie O'Brien, Mayra Ramirez, Cynthia Kelly-Reponte, Rev. Craig E. White, Sr.

PITD Staff Present: Dave Davis, Gary Derr, Marta Echevarria, Ed McLaughlin, Dick Skarke

Others Present: Joseph Becker, Daryl Dupree, Zach Hardesty, See Moua, Rick Osorio, Dennis Tatum

1. **Call to Order/Roll Call** – The Chair called the meeting to order at 9:09 a.m. and roll call was taken.
2. **Approval of Agenda** – It was *M/S/C Page/Cavazos* to approve the agenda as published.
3. **Approval of April Minutes** – It was *M/S/C Eagleton/Corchado* to approve the 07/13/01 minutes.
4. **Public Opportunity to Speak** – Newly appointed Workforce Investment Board (WIB) - Chair, Rick Osorio, congratulated the Youth Council on its many accomplishments and noted he would attend various Youth Council meetings in the future. He commented on the Atwater Federal Prison's guard recruitment status, and also the need for better communication skills for youth as a Youth Council task.
5. **Announcements:**
 - a. Ralph Vigil informed everyone of the upcoming Merced Community Forum's "Spring Conference" which will be focused on youth, and invited Nellie McGarry and/or Mayra Ramirez to participate in the planning stages of the conference.
 - b. Bob Bittner announced Lorena Briano has been hired full-time by Children's Services Network of Merced as a Case Manager, and will continue her education simultaneously. Lorena noted she would remain on the Youth Council.
 - c. The Chair distributed flyers regarding the Annual Merced Women's Conference on Saturday, September 8, 2001, at Merced College. She indicated there would be many speakers and topics covered, and invited everyone to attend or recommend student attendees for scholarships to the conference.

6. Information Agenda:

- a. **Mr. Michael Rivard (Dos Palos-Oro Loma Unified School District)** – Mr. Rivard, principal of the Dos Palos-Oro Loma High School, provided copies of the Cisco Academy Grant Proposal, Executive Summary. The high school will generate money on its own to purchase 25 computers needed for the Cisco Academy, but is requesting \$35,300 be administered to help with structured costs.

It was commented the Youth Council Operations Committee is in the process of developing procedures for allocating Youth Council budget money for Request for Proposals (RFPs) and other budget expenditures. Mr. Rivard was asked to submit a narrative description of the proposal. He was also invited to attend the Youth Council meeting that includes this proposal, and make a final request and presentation at that meeting.

- b. **Evelyn Eagleton (MCOE Summer Youth Employment Program)** – Evelyn provided members the Youth Opportunity Program's (YOP) 2001 yearbook. Zach Hardesty, a student from the MCOE Graphic Arts Design class, presented a video featuring highlights of the Summer Youth's summer occupations. The video was created and edited by students in the Graphic Arts Design class and received favorable feedback from Council members. It was recommended this video be presented at the next WIB meeting, and copies made available to Career Centers in Merced County high schools to explain YOP.

7. Action Agenda:

- a. **Reassignment/Consolidation of Committees** – Due to a trend of committees failing to achieve quorum and not being able to conduct business, the Youth Council decided at the July 13th, 2001 meeting to have the Executive Committee realign the five subcommittees. Members received attachments regarding the existing subcommittee goals and assigned tasks, common goals, members list, and a recommended restructure of subcommittees worksheet. It was recommended the existing committees be realigned to the following subcommittees:

- 1) Marketing and Leadership Committee,
- 2) Outreach and Education Committee,
- 3) Planning and Quality Assurance Committee, and
- 4) Operations Committee

Note the Marketing Committee and Leadership Committee were combined to form one committee. It was *M/S/C Vigil/Page* to realign the abovementioned subcommittees.

- b. **Youth Council Membership Application (Daryl Dupree)** – Daryl Dupree, a Client Leadership Representative/Youth Liaison for ARBOR Career Center, is currently active in the Youth Leadership Committee, and has attended several Youth Council meetings. It was *M/S/C Ayers/Johnson* to accept Daryl Dupree's application for Youth Council membership and recommend approval to the WIB and the Board of Supervisors (BOS).

8. Committee Chair Reports:

- a. Operations Committee** – Ralph Vigil reported the committee discussed Youth Council and subcommittee recommendation of norms to be formulized during the next Youth Council meeting. Encouraging members to serve, rather than mandating them to serve on subcommittee was discussed. Per existing bylaws, members need to be part of a standing committee, and it was recommended the Council maintain a mandated subcommittee membership. The committee is looking into creating a process to allocate money for RFPs and other budget expenditures, as well as beginning an evaluation process.
- b. Marketing Committee** – Rebecca Lincoln reported the committee will move forward with the development of the Youth Resource Directory. The WIB granted permission to use the current Youth Council logo on the directory, but asked the Council to keep in mind the logo will be modified in the future to coincide with the Worknet and WIB logos. The committee has begun a process for recruiting and retaining youth on the Youth Council, and several ideas were shared on attaining this goal.
- c. Leadership Committee** – The committee did not have a quorum and the meeting was canceled.
- d. Planning and Quality Assurance Committee** – Jerry Johnson reported asset mapping of youth services/agencies is currently being done with the development of the Youth Resource Directory by the Youth Council Marketing Committee. With minimal revision, the directory database will be an effective tool for asset mapping and gap analysis of youth-related services in Merced County. The committee also reviewed the youth barriers survey results with the Council. A detailed summary of the results will be presented during a future meeting. A second survey, to be developed on a website link, is being planned in order to compare results that will either nullify or validate the surveys.
- e. Outreach and Education Committee** – The Youth Conference is in its planning stages. Several outside agency representatives have shown interest in assisting with the conference. The committee is currently negotiating with Aviation Challenge and Challenger Learning Center for various services to be provided during the conference.

9. Chair Comments – The Chair met with Bill Davidson regarding the development of programs for youth in the upcoming, new Juvenile Hall. Overall, there is a sense of urgency for the development of new programs to help youth stay out of these types of systems. Although everyone would like to see many programs developed quickly to assist youth, it is the Council's goal to develop timely programs of good quality.

10. Other Business – None

11. Next Meeting Date and Time – The next Youth Council meeting is 09/14/01, 9:00 to 11:00 a.m., in the UC Cooperative Extension classroom (2145 Wardrobe Avenue, Merced).

12. Adjournment – The meeting was adjourned at 11:07 a.m.

Minutes prepared by Marta Echevarria

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