

TO: Youth Council

DATE: 08/13/03

FROM: Youth Council Staff

For Action

For Information

For Discussion

**SUBJECT: Youth Employment & Education Program Quarterly Report (17-21
Out-of-School Youth Program)**

PROPOSED MOTION(S): Information Only

**DISCUSSION: The Youth Employment and Education Program (YEEP) Quarterly
Report for the period April –June 2003 is attached.**

ATTACHMENT(S): YEEP Quarterly Report, April-June 2003

JOBS FOR CALIFORNIA GRADUATES – MERCED COUNTY INC.

OUT-OF-SCHOOL PROGRAM YOUTH EMPLOYMENT AND EDUCATION PROGRAM (YEPP)

QUARTERLY REPORT FOR APRIL THROUGH JUNE 2003

OVERALL STATUS OF THE PROGRAM

We have met and exceeded our contract goal of 225 and enrolled a total of 257 the contract year of 2002-2003.

Clients are enrolled in the following areas which include both partners as well as non-partners; Partners include; Merced College and (MCOE) Merced County Office of Education (vocational training), Merced Adult School (adult education), (MCAA) Merced Community Action Agency (entrepreneur program), (EDD), Economic Development Department (work experience), and (MHA) Merced Housing Authority, case management, supportive services and in WEX. Clients enrolled in Non-Partners that are on the approved etpl list include: Golden State College, (CVOC) Central Valley Occupational Center, Adrian's Beauty College (vocational training), western pacific Truck School and Abram Vocational (Medical) School.

PAST QUARTER HIGHLIGHTS

During the past quarter, Irene Ayers, Executive Director, met with the partners and discussed how things were going. We talked about changes that will take place for the following year; Time & Attendance and a new referral policy. Partners stated that the program has been going very well and they really enjoy working with JCG staff and the clients. WIB monitor has also indicated that the relationship between JCG and its partners is very positive and the lines of communication are excellent. We will be implementing a new manual for all procedures in the next quarter.

MCAA graduated its third group of clients (5) during the month of May. Merced College is "rolling over" clients to the next semester and many are going into Externship, two students at MCOE have received their A+ Certification in Computer Repair. Four students at Merced Adult School have received either their GED or High School Diploma. CVOC enrolled 6 clients into their welding, auto repair, and culinary programs with two graduating. One in culinary and the other in welding.

PAST QUARTER DEFICINCIES, ISSIUES, AND CHALLENGES

Arbor clients. As stated before our staff has done a good job in recovering some of the cases, but we continue to have a difficult time in tracking the remainder. We are finding that many have moved out of the area or out of the state. Many of our procedures need to be redone and partners given the information on these procedures. Tracking of the 17 and 18 year old clients that are in the HTA System by DWI has also proved to be a challenge. Implementing a new process to work with the Housing Authority will also be an issue to resolve. A change in personnel so that we do a better job in marketing should help.

PAST QUARTER RECRUITING/MARKETING EFFORTS

Brochures in both English and Spanish have been printed and are being used for continued recruitment. We also are getting many calls from friends and other parties for our youth who are either enrolled or know of someone who is enrolled in the program. Partners continue to refer clients to us. We have a potential new list of clients that number over 70.

NUMBER OF HARD AND SOFT EXITS

We exited 3 during the last three months and are in the process of exiting another 10. We will have current figures for the next quarterly report.

CURRENT BUDGET STATUS/EXPENDITURES

JCGMC is still in the process of getting final billings in from our partners and have around \$200,000 in expenditures to bill. We should be fairly close to spending our 1.2 million for the fiscal year.

NEXT QUARTER'S CHALLENGES

We are looking forward to implementing many of the changes in procedures for the next quarter and feel that we have learned much over the last fiscal year. Changes in budgets, personnel and a full time monitor for our program will make the year a success.

TECHNICL ASSISTANCE NEEDED

No technical assistance needed at this time.