

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

**Merced County Office of Education – Newbold Room
632 W. 13th Street, Merced, CA
Wednesday, September 13, 2006 – 4:00 p.m.**



Meeting Agenda

<http://web.co.merced.ca.us/wi/youth/meetingpkts/meetingpkts.html>

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1. Call to Order and Roll Call
 2. Approve Agenda
 3. Approve Minutes (June 14, 2006)
 4. Public Opportunity to Speak
 5. Announcements
 6. Action Agenda
 - a. Youth Council Membership- Holly Newlon..... Dave Davis
 7. Information
 - a. High Concentrations of Youth
 - b. Youth Opportunity Quarterly Report.....
 - c. Empower Quarterly Report.....
 - d. Legislative Solution- Special Education Students and High School Exit Exam
 - e. WI/Regional Occupational Program (ROP) Construction Trades Career Fair.....
 8. Chair Comments/Roundtable/Future Agenda Items.....
 9. Date/Time and Location of Next Meeting – October 11, 2006, 4:00 p.m., MCOE, Newbold Room, 632 W. 13th Street, Merced
 10. Adjourn

Workforce Investment Board of Merced County Youth Council

Merced County Office of Education – Bldg J-2

632 W. 13th Street, Merced, CA

Wednesday, June 14, 2006 – 4:00 p.m.

Meeting Minutes



<http://web.co.merced.ca.us/wi/youth/meetingpkts/meetingpkts.html>

Members Present: Mary Cavazos, Ben Duran, Evelyn Eagleton, Alexander Hall, Robert Harmon, Kathy Hassett, Mary Jane Hawkes, Rebecca Lincoln, Wendi Lomeli, Richard Mahacek, Sheena Murry, Rick Osorio (Chair), Edgar Perez, Mayra Vega-Ramirez (Vice Chair), Nancy A. Silva, Deloris Sharp, Vann (Mike) Smith, Nancy Vega-Mendoza

Members Absent: Bob Bittner, Stephanie Busbea, Natalie Culver, Rennise Ferrario, Taide Hernandez, Charlie Lambert, Nathan Timmerman, Rev. Craig E. White

Others Present: Dave Davis, Patricia Hinson, Alfredo Mendoza, John A. Vigallon, John M. Vigallon, Stephanie Clendenin

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

2. Approve Agenda: It was *M/S/C Duran/Hassett* to approve the June 14, 2006 agenda.

3. Approve Minutes: It was *M/S/C Eagleton/Hall* to approve the May 10, 2006 minutes.

4. Public Opportunity to Speak: None.

5. Announcements:

a. Ms. Evelyn Eagleton extended an invitation to all members to her retirement party August 11, 2006. She will be resigning from the Youth Council too.

b. Mr. Alexander Hall invited everyone to attend the Juneteenth celebration on June, 17, 2006, at McNamara Park, located at 11th & K Streets. There will be games, swimming, and entertainment.

c. Ms. Kathy Hassett noted Merced County Drug and Alcohol committee is looking for new members. If you're interested, contact Ms. Hassett.

6. Action Agenda:

a. It was *M/S/C Hassett/Duran* to accept the renewal of Youth Opportunity Program Contract. Abstain: Becky Lincoln, Mary Cavazos, Mayra-Vega Ramirez, Evelyn Eagleton, Nancy Vega, Wendi Lomeli.

b. It was *M/S/C Hall/Hassett* to approve the renewal of the Empower Out-of-School Youth Contract. Abstain: Ben Duran, Becky Lincoln, Mary Cavazos, Mayra-Vega Ramirez, Evelyn Eagleton, Nancy Vega, Wendi Lomeli.

c. It was *M/S/C Duran/Smith* to approve the renewal of the CHAT Operational Agreement between Human Services Agency and the Workforce Investment Board. Abstain Kathy Hassett.

7. Presentation:

Youth Council

June 14, 2006

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a. H.E.L.P. Programs in Public Schools: Mr. John Vigallon gave a PowerPoint presentation on the services offered through his program.

8. Information:

a. PY 2006-07 Allocations (Planning Estimates): Information was provided with the meeting package.

9. Chair Comments/Roundtable/Future Agenda Items: The Chair thanked Mr. Robert Harmon for all his participation on the Youth Council. Mr. Harmon is resigning from the Youth Council to become the WIB Chair.

11. Date, Time and Location of Next Youth Council Meeting: Next meeting is July 12, 2006, 4:00 p.m, at Merced County Office of Education – Newbold Room, 632 W. 13th Street, Merced.

12. Adjourn: The meeting adjourned at 5:00 p.m.

Minutes prepared by Patricia C. Hinson

TO: Youth Council

DATE: 09/13/06

FROM: Youth Council Staff

For Action

For Information

For Discussion

SUBJECT: Application for Membership

PROPOSED MOTION(S): The Youth Council approve Ms. Holly Newlon for membership on the Youth Council

DISCUSSION: Ms. Holly Newlon has been nominated for Youth Council membership by Evelyn Eagleton. Holly is an Education Administrator for the Merced County Office of Education. She has extensive experience with WIA youth programs and has been the administrator for the Youth Opportunity Program and Empower program for the past three years.

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

TO: Youth Council

DATE: 09/13/06

FROM: Youth Council Staff

For Action

For Information

For Discussion

**SUBJECT: State Fiscal Year 2006-07 High Concentration of Eligible Youth
Additional Assistance**

PROPOSED MOTION(S): Information only.

DISCUSSION: The State has released Draft Directive WIADD-126 explaining the California Workforce Investment Board's current policy and procedures for Local Workforce Investment Areas that are eligible to apply for High Concentration of Eligible Youth awards for State Fiscal Year (SFY) 2006-07. Once again, the Merced County LWIA is eligible to apply for assistance.

Local areas must select one priority area of focus from the following:

- **Youth with Disability**
- **Foster Youth**
- **Youth Offender**
- **Youth of Incarcerated Parents**
- **Migrant and Seasonal Farm Worker Youth**
- **Indian and native American Youth**

There are 27 LWIAs eligible to apply for funding. The minimum amount of funding to be awarded is \$37,000. A maximum of \$75,000 could be awarded depending on the number of applications received. The application must match the requested amount using a match of one dollar of non-WIA funds for each three dollars of high concentration grant funds. In-kind may not be used to satisfy the match requirement.

The applications must reflect an increase in WIA enrolled youth and must meet the 30/70 expenditure requirements and meet local performance measures. The application is due to the California Workforce Investment Board no later than 5pm, October 13, 2006.

ATTACHMENT(S): N/A

TO: Youth Council

DATE: 09/13/06

FROM: Youth Council Staff

For Action

For Information

For Discussion

SUBJECT: April – June 2006 YOP Quarterly Report

PROPOSED MOTION(S): Information only.

DISCUSSION: See attached.

ATTACHMENT(S): April – June YOP Quarterly Report

To: **Dave Davis:** Special Projects Manager, Department of Workforce Investment
From: **Rebecca Lincoln:** Career Educator, Merced County Office of Education
Re: Merced County Youth Council Quarterly Report- **Younger Youth Program**
Date: August 2006 for the quarter ending June 30, 2006

A. Overall status of the program:

In the fourth quarter, nine (9) additional participants were enrolled into the Youth Opportunity Program; this brought the number of total active YOP participants to 389. Ninety-five percent (95%) of basic skills, work readiness, and/or occupational goals were attained. 100% of the participants exited this quarter earned their high school diploma.

B. Past quarter highlights:

- 1) The **YOP summer employment** component began on June 5, 2006; approximately 120 participants worked this summer with local employers. Mentors met with site supervisors to develop training plans for the participants who worked up to 32 hours per week. *The Real Game California* was an 18 hour course taught to all the participants in the first week of the summer component. By participating in *The Real Game California*, participants discovered the importance of education and life-long learning. The course gives participants the tools and experience to help them make realistic and informative choices to meet their career goals.
- 2) **“Exit Strategies”** training was provide for EMPOWER and YOP Staff by Mr. Rick Record from the State Employment Development Department on May 5, 2006. The training concentrated on ‘exit strategies’ to maximize positive outcomes and discussion on post-exit strategies. The training included an introductory discussion on the ‘Making Common Sense of Youth Common Measures’; common measures outcomes may be in effect next program year 07-08.
- 3) **Opportunity Club:** The Opportunity Club is an ongoing activity that provides monthly sessions on current job, educational, community, and leadership opportunities, as well as information regarding life skills for EMPOWER and YOP youth in Merced County. Sessions are conducted at the MCOE campus and all participants are invited and encouraged to attend. This quarter a meeting was held on April 27, “Healthy

Relationships- good decisions making, how it affects my future” was the topic presented by Celeste Ramos and her staff from the California Health Collaborative – teen pregnancy prevention program. There was a lively discussion with staff and youth that focused on steps to take in the decision making process and how the decisions made today can affect your future.

4) EMPOWER Focus Group meeting was conducted on June 27th where seventeen EMPOWER and YOP participants and program staff discussed how staff can improve services to increase attendance and interest in The Opportunity Club meetings. Recommendations were as followed:

- ❖ Consensus to meet on the third Thursday of each month;
- ❖ Staff to provide a monthly calendar for participants to advise them on dates of upcoming events and meetings, also to provide the calendar on the MCOE website;
- ❖ Field trips to area colleges and University of California campuses ;
- ❖ Opportunity Club becomes an informal student organization. The participants will elect officers, create a mission and vision statement and have by-laws;
- ❖ Participants asked to find additional opportunities to fund-raise;
- ❖ Participants asked to hold club meetings at other high schools in the County.

Next meeting is set for August 24th at the Merced County Office of Education to discuss ways to implement these recommendations and changes.

5) March of Dimes: EMPOWER and YOP students participated in a fund-raising campaign to benefit the March of Dimes. Thirty-four participants walked in the annual Walk-America on May 5th and approximately 50 participants together with staff held a car wash on May 12th at Merced Union High School. The goal to raise \$1000.00 was met.

6) YOP Success Story #1:

Alicia Morales enrolled in the Youth Opportunity Program December 2004. At that time she was trying to stay focused to continue high school and get her diploma. Alicia was enrolled in Independent Studies and she attended class one day a week. Because she was a minor at the time, Alicia had a difficult time obtaining a job to help support herself. She was placed to work here in MCOE’s CAE department. Alicia learned filing, keyboarding and other computer applications such as Word & Excel. Everyday Alicia

had the opportunity to improve her customer service skills with co-workers and other students. Alicia has graduated, and has moved to Modesto and is working in the Safeway Bakery-Deli. She has a good starting wage and full benefits. Alicia even has her own apartment and car.



YOP Success Story #2:

Maria Zendejas, a foster youth and former Atwater High School, enrolled into the YOP program in March of 2004. In the summer of 2004, Maria was placed to work at K-Mart as a sales associate. Maria did a great job and was hired with K-Mart at the end of the summer. Blanca Rodriguez, her mentor, recently learned that Maria was promoted to an assistant manager for the Home Department at K-Mart. Maria shared her joy and excitement with Blanca. She expressed her gratitude by saying, "I could never have done this without the YOP program and the assistance that I received from Blanca." Maria also shared with Blanca that she looks for YOP students when they are placed at K-Mart as a work site, so she can train them and help them. She is very appreciative of the Youth Opportunity Program, and wants to give back by helping our current students.

7) **“SMASHED: Toxic Tales of Teens and Alcohol”**: Cyndie Bray, an EMPOWER Advisor had the opportunity to address the issue of ‘drinking and driving’ at local high schools, and for MCOE Empower & YOP Program participants. A presentation was held for 200 students at Livingston High School, and also held for smaller groups at the CAE Opportunity Club meetings; each student appeared visibly moved by the experience. Before viewing the film “SMASHED: Toxic Tales of Teens and Alcohol”, the students are given a survey to compare after viewing and the knowledge they had on the effects of alcohol consumption.

After the film, there is a discussion on the events of ineffective thinking and actions of young people. Using a pair of ‘Fatal Vision Goggles’™, which simulates having consumed several drinks rendering the person legally drunk; students then experience the effects of alcohol when they are asked to complete simple tasks under the influence. The discussion then takes on a more serious tone when “Jacqui” is introduced; Jacqui is a poster child for drunken driving accidents. She has been tragically burnt in an alcohol related accident. The poster size picture of Jacqueline is startling. The story on Jacqui makes a real impact on the students. One can view Jacqui's story at <http://www.helpjacqui.com/home.htm>. At the conclusion of the presentation, students are handed a pledge star that they can sign if they would like to. The pledge simply states that they will not drink and drive or get in a car with someone who has been drinking.

- C. **Past quarter deficiencies:** none
- D. **Past quarter recruiting/marketing efforts:** Recruiting efforts for YOP are limited.
- E. **Next quarter challenges:** Operating with a further reduced budget
- F. **Technical assistance needed:** Training on WIA Common Measures, when available.

TO: Youth Council

DATE: 09/13/06

FROM: Youth Council Staff

For Action

For Information

For Discussion

SUBJECT: April – June 2006 EMPOWER Quarterly Report

PROPOSED MOTION(S): Information only.

DISCUSSION: See attached.

ATTACHMENT(S): April – June EMPOWER Quarterly Report

To: **Dave Davis:** Special Projects Manager, Department of Workforce Investment
From: **Rebecca Lincoln:** Career Educator, Merced County Office of Education
Re: Merced County Youth Council Quarterly Report- **EMPOWER Program**
Date: August 2006 for the 4th quarter, ending June 30, 2006

A. Overall Status of the Program:

Fourteen new participants were enrolled into the EMPOWER Program during the months of April, May and June 2006. This brings the total active participants to 248. Status on all WIA-Client Action reports for goals, activities, exits, and follow-ups are up to date.

B. Past Quarter Highlights:

- 1) **EMPOWER Workshops:** are provided on an every other month basis. The following is an accounting of workshops offered and number attended:
 - a) **EMPOWER Orientation:** Conducted on Friday on May 12, with an attendance of seventeen youth;
 - b) **EMPOWER Workshop I: ‘Gettin’ Ready for the Job’** conducted on Friday, May 19th had 14 in attendance;
 - c) **EMPOWER Workshop II: ‘The Real Game California’** was conducted in three sessions on May 22, 24 & 26; there was an average of 15 in attendance per session;
 - d) **EMPOWER Workshop III: ‘Gettin’ a Job’** was conducted in three sessions on May 30, 31 and June 1st with an average attendance of 15 per sessions;
 - e) **EMPOWER Workshop IV: ‘Keepin’ the Job’** was not provided in this quarter.

- 2) **EMPOWER ZONE** was held on June 1st, fourteen EMPOWER participants were judged on the successful completion of a job application, an employability portfolio, and on their individual and panel interviewing skills. Professionals from public, private and community-based organizations interviewed and scored each participant on a scale of 0-100. The event concluded with a recognition ceremony.

- 3) **Bldg K-Computer Lab:** EMPOWER participants use the computer lab daily to work on résumés, portfolios, and conduct job search. Ed Souza, an adult school teacher, is available for six hours per week in the computer lab to assist EMPOWER participants

with PLATO educational software designed to increase math and reading skills. Sign-in sheets are used to track the number of participants using the computer lab daily.

4) **Quarterly EMPOWER Partner meeting** was not held this quarter. The partners agreed that a meeting was not needed.

5) **Opportunity Club:** The Opportunity Club is an ongoing activity that provides monthly sessions on current job, educational, community, and leadership opportunities, as well as information regarding life skills for EMPOWER and YOP youth in Merced County. Sessions are conducted in Bldg K at the MCOE campus. All participants are invited and encouraged to attend. This quarter a meeting was held on April 27, “Healthy Relationships- good decision making, how it affects my future” was the topic presented by Celeste Ramos and staff from the California Health Collaborative – teen pregnancy prevention program. There was a lively discussion with staff and youth that focused on steps to take in the decision making process and how the decisions made today can affect one’s future.

6) **EMPOWER Focus Group** meeting was conducted on June 27, where seventeen EMPOWER and YOP participants and program staff discussed how staff can improve services to increase attendance and interest in The Opportunity Club meetings. Recommendations were as follows:

- ❖ Consensus to meet on the third Thursday of each month;
- ❖ Staff to provide a monthly calendar for participants to advise them on dates of upcoming events and meetings, also to provide the calendar on the MCOE website;
- ❖ Field trips to area colleges and University of California campuses ;
- ❖ Opportunity Club becomes an informal student organization. The participants will elect officers, create a mission and vision statement and have by-laws;
- ❖ Participants asked to find additional opportunities to fund-raise;
- ❖ Participants asked to hold club meetings at other high schools in the County.

Next meeting is set for August 24th at the Merced County Office of Education to discuss ways to implement these recommendations and changes.

- 7) **March of Dimes:** EMPOWER and YOP students participated in a fund-raising campaign to benefit the March of Dimes. Thirty-four participants walked in the annual Walk-America on May 5 and approximately 50 participants together with staff held a fund-raising car wash on May 12th at Merced Union High School. The goal to raise \$1000.00 was met.

- 8) **“Exit Strategies”** training was provide for EMPOWER and YOP Staff by Mr. Rick Record from the State Employment Development Department on May 5, 2006. The training concentrated on ‘exit strategies’ to maximize positive outcomes and discussion on post-exit strategies. The training included an introductory discussion on the “Making Common Sense of Youth Common Measures”; common measures outcomes may be in effect next program year 07-08.

- 9) **ROP Marketing/ Working Professional Curriculum** revisions and updates were approved by a local advisory committee meeting on April 6, 2006. Staff presented the updates and revised training plans that will be used in the community classroom; as well as updated marketing brochures and a 4-step lesson plan.

- 10) **Merced County Children’s Summit 2006** was attended by EMPOWER staff on April 7th, 2006 at the Merced County Boys and Girls Club; the theme, “Launching Countywide Youth Assets Campaign”. EMPOWER staff participated in learning circles on ‘Youth Development- Promoting the Positive’ and ‘Helping Troubled Youth’. Sue Allen from the Search Institute, was the lunch keynote speaker, and provided the group with an in-depth discussion on the ‘40-Youth Development Assets- Zero to Five and Beyond’. The day ended with staff participating in a youth asset focus group sponsored by the Youth Development Action Team and facilitated by Sue Allen from the Search Institute. The discussion generated a list of community agencies that can assist to expand and promote the Youth Developmental Assets in our community.

11) EMPOWER Success Story:

Jessica Gutierrez has been a participant of the Empower Program since January 10, 2006. Prior to joining the Empower Program, Jessica attended and received a Medical Assistant Certificate from Merced College. Jessica was having a hard time finding a job as a Medical Assistant. She applied at several clinics and asked to several interviews, but she was never offered a job. No success in obtaining a job, Jessica attended an EMPOWER Orientation, and enrolled into the Empower Program.

Jessica attended “Gettin’ Ready for a Job”, “The Real Game California” and “Gettin’ a Job” Workshops. At these workshops, Jessica completed an employment portfolio and given instruction on how to dress for interviews and interview techniques. After completing the “Getting’ Ready for a Job” workshop, her advisor placed Jessica with Horizons Unlimited Healthcare as a medical assistant. When Jessica completed her 192 work experience hours she was offered a full time position with Horizons Unlimited Healthcare. She became officially employed on May 22, 2006.

C. Past Quarter Deficiencies:

D. Past Quarter Recruiting and Marketing Efforts:

Recruiting efforts for EMPOWER were limited. The contract specified that as participants exit, new participants will be enrolled in the following quarter after exits dependent upon availability of funds.

E. Number of hard/soft exits:

Hard Exits: 21

Soft Exits: 00

F. Next quarter challenges:

G. Technical assistance needed:

H. Number of clients receiving social services and examples of services received:

Numerous referrals have been made to agencies to assist with food, clothing, and housing

TO: Youth Council

DATE: 09/13/06

FROM: Youth Council Staff

For Action

For Information

For Discussion

SUBJECT: Special Education Students and the California High School Exit Exam

PROPOSED MOTION(S): Information only.

DISCUSSION: State Superintendent of Public Instruction Jack O'Connell joined State Secretary of Education Alan Bersin, State Majority Leader Gloria Romero, Assemblywoman Karen Bass, and State Board of Education Chief Counsel Paul Seave in announcing that legislation has been introduced reflecting an agreement regarding special education students and the California High School Exit Exam.

The bill, SB517 by Senator Romero, exempts students with disabilities from the requirement of passing the exam under certain circumstances. The delayed requirement is in effect for one year only and applies only to students with disabilities who have been identified to be on a diploma track for graduation in 2006.

To be granted a diploma, these students must have had an individualized education program (IEP) as of July 1, 2005, and have completed all other state and local graduation requirements in 2006. They must have taken the exit exam at least twice after the 10th grade, including once during their Senior year with any accommodation or modification specified in their IEPs.

This law will allow special education WIA enrolled participants to receive credit for their high school diploma without having passed the high school exit exam. This is a WIA performance measurable activity.

ATTACHMENT(S): N/A

TO: Youth Council

DATE: 9/34/06

FROM: WIB Staff

For Action

For Information

For Discussion

SUBJECT: WI/ROP Construction Trades Career Fair

PROPOSED MOTION(S): Information only.

DISCUSSION: A Construction Day Careers Fair presenting apprenticeship opportunities in the construction trades is scheduled to be held on October 20, 2006, from 10:00 a.m.-2:00 p.m., at the Automotive Training Center, Castle Airport Aviation & Development Center.

The Merced County Office of Education/ROP, Workplace Learning Academy and Dept of WI are coordinating the project along with the San Joaquin Area Apprenticeship Committee. As of August 2, 2006, nine unions have registered for the event, and expect a minimum of 20 unions to be signed up by October 9, 2006. The unions are funding the event to include the costs for lunch, handout materials, transportation and other program costs in support of the day's activities. No Workforce Investment Act funds will be required. Approximately 200 youths are expected to attend the function.

ATTACHMENT(S): N/A