

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



**Merced County Office of Education – Newbold Rm
632 W. 13th Street, Merced, CA
Wednesday, November 9, 2005 – 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 (October 12, 2005)
 4. Public Opportunity to Speak
 5. Announcements
 6. Action Agenda
 - a. Construction Trades Career Fair (Presentation)
 7. Information Agenda
 - a. Youth Opportunity Program
 - b. Empower Quarterly Report.....
 8. Chair Comments/Roundtable/Future Agenda Items
 9. Date/Time and Location of Next Meeting –Dec 14, 2005, 4:00 p.m., MCOE, Bldg. K.
Room, 632 W. 13th Street, Merced
 10. Adjourn

Workforce Investment Board of Merced County

Youth Council

Merced County Office of Education – Newbold Room

632 W. 13th Street, Merced, CA

Wednesday, October 12, 2005 – 4:00 p.m.

Meeting Minutes



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

Members Present: Stephanie Busbea, Kathy Hassett, Natalie Culver, Ben Duran, Charlie Lambert, Rebecca Lincoln, Taide Hernandez (Vice Chair), Mayra Ramirez, Vann (Mike) Smith, Rick Osorio (Chair), Edgar Perez, Rev. Craig E. White

Members Absent: Bob Bittner, Mary Cavazos, Evelyn Eagleton, Rennise Ferrario, Alexander Hall, Robert Harmon, Mary Jane Hawkes, Richard Mahacek, Nathan Timmerman

Others Present: Dave Davis, Patricia Hinson, Alfredo Mendoza

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 Hassett/Perez* to approve the agenda as published.

3. Approve Minutes: It was *M/S/C Duran/Ramirez* to approve the September 14, 2005 minutes.

4. Public Opportunity to Speak: None.

5. Announcements:

a. On October 13, 2005, 4-7 p.m. there will be an Open House at the Employment Development Department. Ms. Mayra Ramirez provided flyers and invited the Youth Council members.

b. On October 21, 2005, 8-5 p.m. there will be a Construction Trades Career Fair in Stockton. Mr. Charlie Lambert would like to do something like this for Merced County students. It was decided that Mr. Lambert and Mr. Joe Richardson will present a proposal to the Youth Council during the November 9th meeting.

6. An Open Forum: The Role and Responsibilities of the Youth Council. There was concern that the Youth Council had lost its zeal, and had retreated into a position of singly monitoring the WIA Youth Programs. The Council's goals were examined and found to be correct. The Mission Statement and Vision were also found to be suitable.

The Council was asked to provide ideas for needed youth programs for Merced County youth.

Mr. Charlie Lambert suggested that a springtime Construction Trades Career Fair be conducted with the Youth Council sponsoring. There was general support for the idea, and a workgroup with Mike Smith, Charlie Lambert, Rev. Craig White and Natalie Culver was formed. The workgroup will meet after the Youth Council meeting adjourns.

The forum closed with open questions posed for future meetings: (1) Where are we going? (2) Where do we want to go? (3) How do we do it within the law?

7. Chair Comments/Roundtable/Future Agenda Items:

a. The Chair asked if anyone had items for next month. He thanked everyone for attending.

8. Date, Time and Location of Next Youth Council Meeting: Next meeting is November 9, 2005, 4:00 p.m, at Merced County Office of Education – Newbold Room, 632 W. 13th Street, Merced.

9. Adjourn: The meeting adjourned at 5:15 p.m.

Minutes prepared by Patricia Hinson

TO: Youth Council

DATE: 11/09/05

FROM: Youth Council Staff

For Action

For Information

For Discussion

SUBJECT: Construction Trades Career Fair

PROPOSED MOTION(S): That the Youth Council, in conjunction with the California Construction Trades Unions, sponsor a Construction Trades Career Fair to be held in Merced.

DISCUSSION: A suggestion to consider the Youth Council sponsoring a Construction Trades Career Fair was made during the October 13, 2005 Youth Council meeting. Those members present were receptive to the idea but requested further information be brought to the November Youth Council meeting.

Mr. Joe Richards and Mr. Charlie Lambert from the Carpenter's Union will be present to formally propose the Career Fair and to answer any questions.

A similar career fair was held in Stockton, October 21, 2005. Staff attended the event and will provide pictures as part of the presentation.

It is expected that local organizations will also participate in the career fair. Invitations have been offered to Merced College, MCOE/ROP, SCORE and the BIA.

ATTACHMENTS: N/A

TO: Youth Council

DATE: 11/09/05

FROM: WIB Staff

For Action

For Information

For Discussion

SUBJECT: Youth Opportunity Program (YOP) Quarterly Report October 2005

PROPOSED MOTION(S): Information Only

DISCUSSION: YOP Report, Jul-Aug-Sept 2005 is attached.

ATTACHMENT(S): YOP Quarterly Report October 2005

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- YOP

Date: October 2005 (Jul-Aug-Sept)

A. Overall status of the program:

The program continues to exceed performance measures. This quarter, 98% (293/286) of the basic skills, work readiness, and/or occupational skills goals were attained. One hundred and ninety-seven (197) participants were exited; 184 of exited YOP participants attained a diploma resulting in a 93% credential rate. New enrollments are underway.

B. Past quarter highlights:

- 1) The YOP summer employment:** Approximately 343 participants completed six weeks of paid work experience and the ROP Working Professional course during the summer. Mentors met with site supervisors to develop training plans for the participants who worked up to 29 hours a week; and attended the Working Professional course for an additional three hours per week. The course this year focused on "Volunteerism" and emphasized the importance of volunteering in our communities. Participants were asked to volunteer three unpaid hours to the non-profit of their choice. The participants earned a certificate, as well as logging hours toward earning their community service cords at graduation. The YOP mentors provided a celebration and recognition luncheon at Yosemite Lake for participants and employers during the final week of the program.
- 2) Career Industry Days:** These ROP sponsored events provide youth with detailed information and exploration of specific career pathways. Career Industry Days include tours of local businesses, guest speaker presentations, and hands-on activities related to various careers within a pathway. Career Industry Days are held from 8:30 am to 2:00 pm at the Merced County Fair Grounds in the Exhibit Building. The YOP mentors are encouraged to invite those students whose career goals or technical training is aligned with these pathways.

The following is the list and dates for the upcoming **Career Industry Days:**

- a) Careers in Business, Marketing and Computer Information Systems, October 27, 2005
- b) Careers in Arts and Communications, on Thursday, November 17th, 2005
- c) Careers in Education held on Thursday, January 26, 2006
- d) Careers in Agriculture (World Ag. Expo in Tulare), February 15, 2006
- e) Careers in Health held on Tuesday, February 28, 2006.

- 3) **The REAL GAME CALIFORNIA:** Cyndie Bray, Blanca Rodriguez, Becky Lincoln (EMPOWER Staff) and Brad Eagleton, (YOP Mentor); attended training in Stockton at the San Joaquin County Office of Education for the *Real Game California* pilot curriculum on September 15th, 2005. A team of Career and Workforce Development experts and educators from California created the *Real Game California* prototype as a way to address the financial literacy and career planning needs of California youth. All activities, learning objectives and performance indicators have been aligned with California Academic Content Standards; SCANS; National Career Development Guidelines and ASCA National Standards for School Counseling Programs.

Merced County Office of Education was selected as a pilot site to provide the Real Game California to approximately 30 WIA youth program participants. This includes both the in-school youth program (current enrollment 350+ students) and the out-of-school youth program (current enrollment 300+ participants). The Merced team will introduce the pilot curriculum to our participants and provide feedback and completed student, parent and teacher evaluations to the State steering committee by January 31, 2006.

- 4) **TEEN SCENE:** YOP and EMPOWER participants from throughout the county were invited and attended the Second Annual Children's Summit 'TEEN SCENE' event held at Merced College on September 24th. This year's Teens Educated and Energized Now (TEEN) Scene's theme was "*about providing access for our youth today*". The agenda included several break out sessions on topics of interests for youth, which included; career assessment; healthy relationships; health 101 to name a few. A session was presented on the EMPOWER program by staff and a session was given on Career Technical Education Opportunities by personnel from Merced Office of Education ROP, Career and Alternative Education Department.

Youth also had an opportunity to visit a Resource Fair that provided information from partnering agencies throughout the county. The highlights of the program included a fashion show, where several YOP and EMPOWER participants modeled clothes from local merchants. A Free Style Hip Hop Dance and Rap Competition provided an arena for Merced County youth to show off their talents. An evening meal was provided and the event ended again with a dance. EMPOWER Staff assisted with the planning and volunteered on the day of the event.

5) **Community Service: Coat Drive**

Last year, the Merced County Office of Education EMPOWER/YOP Programs sponsored a coat drive as a community service opportunity for the participants of these two programs. Because we strongly encourage our participants to become involved in community service, we thought this would be an excellent way for them to give back to the communities that they live in. When choosing a school, we try to choose a school that is "most in need" and where our efforts will truly benefit. Last year, we chose to sponsor Bellevue Elementary in Atwater. Although, the coat drive was successful, we had minimal support from the participants, with staff doing almost all of the work.

This year, we chose to sponsor Planada Elementary School. The YOP mentors and EMPOWER advisors are working hard with their participants to involve them in the

coat drive. The participants will do the work, by finding people to sponsor a child or by fundraising. They will also be involved in the purchasing and distribution of the coats; so that they can visually see who is benefiting from their efforts. We plan to distribute the coats on November 17th, at Planada School.

The YOP and EMPOWER Programs intend to make this an available community service activity every year. With each passing year, we hope to have the full support of the community and active participation of all the participants.

5) YOP Success Story:



Gerardo Chavez came to the Atwater High School Career Center in 2004 looking for assistance in getting a job. At the time, the YOP program was full and he was placed on a waiting list. A few months later, Gerardo visited the Career Center again, space was available, and he was enrolled into the YOP program. That summer, Gerardo was placed at Foot Action for his training worksite; Gerardo was very

excited about working there. Gerardo developed strong customer service skills, and at the end of the summer, he was offered a part-time position at the store. He happily accepted and worked there during his senior year at Atwater High School

In the summer of 2005, Gerardo again participated in the summer employment component and the ROP Working professional class. He requested to be placed at *Kragens* in Atwater as his training worksite. Jason, the store supervisor, was very impressed with Gerardo's strong work ethic. Gerardo worked hard and behaved in a professional manner. He was always marked as excellent in all of his evaluations at his job site. Again, at the end of the summer, he was offered a job.

Today, Gerardo is working at both stores and attending Merced College. His goal is to major in criminology and become a police officer. Gerardo appreciated the Youth Opportunity Program and is thankful for the opportunity to work, which opened the door for two jobs.

C. Past quarter deficiencies: none

D. Past quarter recruiting/marketing efforts:

Recruiting efforts for YOP were limited in the 1st quarter. The YOP program has exceeded its enrollment obligations for the contract year and the program has met its contract 2005-06 enrollment obligations for 353 WIA eligible youth. Due to carry-over funding, an additional 45 YOP participants are expected to be enrolled this quarter to bring total YOP active enrollments to 411 participants.

E. Number of hard exits: 197
Number of soft exits: 0

F. Next quarter challenges: Common Measures Policy

G. Technical assistance needed: Available trainings on WIA Common Measures Policy

TO: Youth Council

DATE: 11/09/05

FROM: WIB Staff

For Action

For Information

For Discussion

SUBJECT: EMPOWER Quarterly Report October 2005

PROPOSED MOTION(S): Information Only

DISCUSSION: EMPOWER Report, Jul-Aug-Sept 2005 is attached.

ATTACHMENT(S): EMPOWER Quarterly Report October 2005

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: October 2005 (Jul-Aug-Sept)

A. Overall status of the program:

The EMPOWER program enrolled 20 (twenty) new participants this quarter and exited 28 (twenty-eight); this brings the total number active to 280 EMPOWER participants. The Empower advisors continue to track 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). The status on all WIA-Client action reports for goals, activities, exits and follow-ups (phase II) remain up to date.

B. Past Quarter Highlights:

1) EMPOWER Workshops:

- a) EMPOWER Orientation: Conducted on the second Friday in the months of July and September; approximately 25-30 participants attended each session;
- b) EMPOWER Workshop I: Conducted on the third Friday of July and September; approximately 20 participants attended Workshop I;
- c) EMPOWER Workshop II-Job readiness was conducted in the months of July and September; 40 (forty) participants successfully completed an ROP employability portfolio, and practiced interviewing techniques.

2) Bldg K-Computer Lab: EMPOWER participants use the computer lab daily to work on résumés, portfolios, and conduct job search. Ed Souza, an adult schoolteacher, 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.

3) Career Industry Days: These ROP sponsored events provide youth with detailed information and exploration of specific career pathways. Career Industry Days include tours of local businesses, guest speaker presentations, and hands-on activities related to various careers within a pathway. Career Industry Days are held from 8:30 am to 2:00 pm at the Merced County Fair Grounds in the Exhibit Building. The EMPOWER advisors are encouraged to invite those participants whose career goals or technical training aligned with these pathways.

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4) **Quarterly EMPOWER Partners meeting** was not held this past quarter. Partners agreed that a meeting was not needed.

5) **Opportunity Club:** is an ongoing activity that provides bi-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. A meeting was held on September 26th, 2005; Susan Bubenchik and Julie Price both gave a presentation from “A Woman’s Place” of Merced County. They provided brochures and handouts to the group on services, as well as facilitated a lively discussion on questions and concerns from the group.

6) **Working Professional Curriculum Update:** In the 2004-2005 program year, EMPOWER staff revised the ROP Working Professional course outline, which is the framework for all EMPOWER workshops, work experience activities, and the locally approved youth credential. Last month, staff met again to begin work on our 2005-2006 ROP Working Professional Objectives to include ESLR’s alignment to the new course outline; create an updated program brochure; training plans for community classroom and create one lesson plan. These new developments will be brought before an Advisory committee for approval on April 6th, 2006.

7) **The REAL GAME CALIFORNIA:** Cyndie Bray, Blanca Rodriguez, Becky Lincoln (EMPOWER Staff) and Brad Eagleton, (YOP Mentor); attended training in Stockton at the San Joaquin County Office of Education for the *Real Game California* pilot curriculum on September 15th, 2005. A team of Career and Workforce Development experts and educators from California created the *Real Game California* prototype. All activities, learning objectives and performance indicators have been aligned with California Academic Content Standards; SCANS; National Career Development Guidelines and ASCA National Standards for School Counseling Programs.

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It is the hope of our program to make this an available community service activity every year. With each passing year, we hope to have the full support of the community and active participation of all the participants.

10) EMPOWER Success Stories:

Juan Olvera was a participant that started with Jobs for California Graduates. When EMPOWER took over, Juan was already enrolled into the General Business Occupations class offered at Central Valley Opportunity Center. It was soon determined that this was not the class that Juan was interested in attending; he was missing classes and was advised that he would be dropped from the program. Eventually, Juan did complete the class and received a certificate. Afterwards, Juan attended an EMPOWER Employability



Workshop where he displayed that he had excellent verbal and communication skills. He completed the workshop and began looking for work.

After a couple of meetings with his advisor, Rebecca Garcia, it became apparent to her that Juan was not doing what he loved to do. “He was really interested in working on computers and not working with computers.” Rebecca then enrolled Juan into the ROP Computer Repair and Maintenance class. Juan received his A+ Certification in less than 4 months. While enrolled in the CR & M class, Juan also had to opportunity to complete work experience hours. He completed his work experience hours at Merced Adult School as a Computer Technician.

Several months later, Juan gained full-time employment with Cingular Wireless as a Customer Service Representative, but after couple of months, Juan was not working at Cingular anymore and out looking for work again. Ms Garcia was concerned, and tried to contact Juan at home; at that time Juan’s mother told Rebecca that he had applied for a job with Merced City School District.

On 10/19/05, Ms. Garcia received an E-mail from Juan to let her know that he was employed as the Computer Lab Coordinator at Hoover Middle School. Rebecca is very happy and excited for him, “Juan, like many participants in our program, had barriers that he had to overcome. I know that Juan will go far in life because he is highly intelligent and determined young man.”

Yuridia Fernandez and Sara Fernandez were both enrolled into the EMPOWER Program in May 2004. They both decided to attend the Medical Assistant Program offered through the Merced College Extension on Ashby Road. At that time, there was a waiting list for the Medical Assisting Program, and the girls had to wait until August to start the class. While they waited, both Sara and Yuridia completed the Employability Workshop and participated in The EMPOWER Zone. At The EMPOWER Zone, where the participants have a chance to present their employment portfolios to community members, both girls scored high on all the rubrics.

When both the girls started the Medical Assisting Program in August, they were faced with several barriers. The girls overcame the barriers that they were faced with and continued to move forward towards their goal of becoming Medical Assistants. Yuridia was the first to complete the class. She completed the class hours and her externship in June 2005. Sara fell behind in the class, and did not complete her class hours and externship until July 2005.





Yuridia was the first to successfully obtain full-time employment with Mercy Urgent Care where she started on July 2005. Sara followed right behind her sister by gaining full-time employment with Dr. Munnangi in August 2005. I recently spoke with Sara and Yuridia and they are both very happy at their places of employment. Yuridia has a busy schedule, working full-time and being a single parent of two young boys. Sara is busy as well, working full-time and looking forward to continuing her education.



Mai Kay Lee was enrolled into the Empower program on 10/26/04. When she first came to the Empower program, Mai did not have any work experience or knowledge of work expectations. She was also “Basic Skills Deficient” in reading. We invited her to attend our Portfolio Workshops, which she gladly attended all three. She learned various foundations of work readiness through these workshops. I then placed Mai at Anberry Rehabilitation Hospital as a part of her work experience. Mai was

able to demonstrate what she had learned from our workshops and quickly adapted to Anberry's daily routine. Mai made such an impression through her work skills and work ethics that after her work experience hours ended, Anberry offered Mai part-time employment. During this time, Mai also worked on her reading through our Plato Lab. She was able to help herself achieve a higher level of reading. Mai has expressed her gratitude with the help of the Empower program and with her success.

C. **Past Quarter Deficiencies:** none

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. **Participant Enrollments and Follow-ups as of September 30th, 2005:**

| | |
|--|------------------------|
| Total number of active participant enrollments: | 280 |
| | (273 in August) |
| Total number of participants in follow-up: | 94 |
| | (244 in August) |

F. **Next quarter challenges:** WIA Common Measures Policy

G. **Technical assistance needed:** Available training on WIA Common Measures

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

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