

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

**Merced County Office of Education
632 W. 13th Street, Merced, CA – Room J2
Wednesday, December 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 (November 8, 2006)
 4. Public Opportunity to Speak
 5. Announcements
 6. Action Agenda
 - a. Membership on Youth Council (Martha Dueñas)..... Dave Davis
 7. Discussion.....
 - a. Ethics Training for Youth Council Members..... Dave Davis
 - b. Update on Youth Resource Directory..... Dave Davis
 8. Presentation.....
 - a. California Youth Connection Deloris Sharp
 - b. Youth in Focus..... Marie Pickney
 - c. Daddy Boot Camp..... Lamar Anderson
 9. Information Agenda.....
 - a. Amendment to YOP Contract
 - b. Amendment to Empower Contract
 - c. YOP Quarterly Report
 - d. Empower Quarterly Report.....
 - e. DOL Strategic Plan FYs 2006-2011
 10. Chair Comments/Roundtable/Future Agenda Items.....
 11. Date/Time and Location of Next Meeting – January 10, 2007, 4:00 p.m., MCOE, Room J-2, 632 W. 13th Street, Merced
 12. Adjourn

Workforce Investment Board of Merced County Youth Council

Merced County Office of Education – Bldg M
632 W. 13th Street, Merced, CA

Wednesday, November 8, 2006 – 4:00 p.m.

Meeting Minutes



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

Members Present: Bob Bittner, Stephanie Busbea, Ben Duran, Rennise Ferrario, Alexander Hall, Kathy Hassett, Mary Jane Hawkes, Taide Hernandez, Rebecca Lincoln, Holly Newlon, Deloris Sharp, Nancy A. Silva, Vann (Mike) Smith, Nathan Timmerman, Nancy Vega-Mendoza, Mayra Vega-Ramirez (Vice- Chair), Rev. Craig E. White

Members Absent: Natalie Culver, Charlie Lambert, Wendy Lomeli, Richard Mahacek, Sheena Murry, Rick Osorio (Chair), Edgar Perez

Others Present: Dave Davis, Martha Dueñas, Patricia Hinson, Alfredo Mendoza

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

2. Approve Agenda: It was *M/S/C Hall/Bittner* to approve the November 8, 2006 agenda.

3. Approve Minutes: It was *M/S/C Smith/Ferrario* to approve the October 11, 2006 minutes.

4. Public Opportunity to Speak: None.

5. Announcements:

a. Ms. Becky Lincoln noted Merced County Office of Education (MCOE) will be delivering 140 coats to children who attend Don Stowell Elementary School in Merced on Thursday, November 9, 2006.

b. Ms. Kathy Hassett noted she would invite to the next meeting a nutritionist to talk about Youth Engagement Training Programs with its main focus on providing information on nutrition and physical activity principles to high school-aged youth (ages 14-18). The program is offered through the California Department of Health Services.

c. Ms. Stephanie Busbea noted Girls Scouts would like to honor outstanding women in Merced County who make a difference in the lives of girls and women in their communities. The deadline to submit nominations is November 29, 2006. If you have any questions or need nomination forms, please call Ms. Busbea at 723-6621.

6. Action Agenda:

a. It was *M/S/C Duran/Newlon* to approve the application for additional funding for High Concentration of Eligible Youth.

7. Discussion:

a. **Additional WIA Youth Funds:** Staff was directed to begin the amendment process to add carryover funds to this year's contracts.

b. www.cacareerzone.org: A presentation was given explaining some of the Internet based employment tools used in the Youth Programs.

8. Chair Comments/Roundtable/Future Agenda Items: The Vice-Chair will be getting with staff for a reassessment on the retreat outcomes. The Vice-Chair asked staff to look into the feasibility of resurrecting the Youth Resource Directory.

9. Date, Time and Location of Next Youth Council Meeting: Next meeting is December 13, 2006, 4:00 p.m, MCOE, Room J-2, 632 W. 13th Street, Merced.

10. Adjourn: The meeting adjourned at 4:45 p.m.

Minutes prepared by Patricia C. Hinson.

TO: Youth Council

DATE: 12/13/06

FROM: Youth Council Staff

For Action

For Information

For Discussion

SUBJECT: Application for Membership

PROPOSED MOTION(S): The Youth Council approve Ms. Martha Duenas, an Employment Program Supervisor with EDD, for membership on the Youth Council

DISCUSSION: Ms. Martha Duenas applied for membership on the Youth Council. Martha is an Employment Program Supervisor with EDD here in Merced. She also serves as a youth mentor in the YOP with EDD. Additionally, Martha is a member of the Hispanic Chamber and the coordinator of the Employer Advisory Council.

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

TO: Youth Council

DATE: 12/04/06

FROM: Youth Council Staff

For Action

For Information

For Discussion

SUBJECT: Required Ethics Training for Local Board and Youth Council Members

PROPOSED MOTION(S): Information only.

DISCUSSION: Employment Development Dept Draft Directive WIADD-130, dated October 31, 2006, has been received. The directive was issued in response to Assembly Bill No. 1234. This law requires that if a local board provides to a member any compensation, including reimbursement for actual and necessary expenses in performance of official duties, then all board members must receive training in ethics. This training is to be accomplished by January 1, 2007, and every two years thereafter.

Government Code Section 53235 states that the training shall be at least two hours, and cover general ethics principles and ethics laws relevant to his or her public service. The State is now deciding how best to comply with the law. The Department will provide options for WIB members to receive training that meet the AB 1234 requirements. One on-line training has already been identified. The on-line course has been developed by the Institute for Local Government and the County of Monterey, and is approved by the Fair Political Practices Commission to meet the requirements of AB 1234. The course is self-guided and is informational, no testing required. (<http://www.localethics.fppc.ca.gov>)

ATTACHMENT(S): N/A

TO: Youth Council

DATE: 12/13/06

FROM: Executive Committee

For Action

For Information

For Discussion

SUBJECT: Amendment to In-School Youth Contract

PROPOSED MOTION(S): Information only.

DISCUSSION: The Youth Council awarded Merced County Office of Education (MCOE)/ROP its current Youth contracts beginning July 1, 2006. During the contract period, the Workforce Investment Act was scheduled for reauthorization.

In order to respond to a forecast future program fund split, the Youth Council voted to contract for the present year without the addition of PY 2005/06 carryover dollars. Those funds were to be added in the proper percentages when the future program split was known. The Youth Council also voted to fund the current programs at a 60% younger youth and 40% out-of-school youth. The chances of WIA being reauthorized this year are extremely slim. The youth programs need their carryover dollars to serve their clients.

On November 8, 2006, the Youth Council directed staff to begin the amendment process to add carryover funds to the YOP and Empower programs. The split in funding continues at 60/40. The addition of these dollars will not result in more clients being served or those enrolled clients receiving more services. What these additions will do is increase the line items in budgets planned by MCOE and approved by the Youth Council with the agreement that when the proper time had arrived, carryover monies would be added to the present contracts.

The Executive Committee approved the addition of \$139,443 of PY2005/06 carryover dollars to the YOP contract during its December 4, 2006 meeting.

ATTACHMENTS: N/A

TO: Youth Council

DATE: 12/13/06

FROM: Executive Committee

For Action

For Information

For Discussion

SUBJECT: Amendment to Out-of-School Youth Contract

PROPOSED MOTION(S): Information only.

DISCUSSION: The Youth Council awarded Merced County Office of Education (MCOE)/ROP its current Youth contracts beginning July 1, 2006. During the contract period, the Workforce Investment Act was scheduled for reauthorization.

In order to respond to a forecast future program fund split, the Youth Council voted to contract for the present year without the addition of PY 2005/06 carryover dollars. Those funds were to be added in the proper percentages when the future program split was known. The Youth Council also voted to fund the current programs at a 60% younger youth and 40% out-of-school youth. The chances of WIA being reauthorized this year are extremely slim. The youth programs need their carryover dollars to serve their clients.

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The Executive Committee approved the addition of \$72,523 of PY2005/06 carryover dollars to the EMPOWER contract during its December 4, 2006 meeting.

ATTACHMENTS: N/A

TO: Youth Council

DATE: 12/13/06

FROM: Youth Council Staff

For Action

For Information

For Discussion

SUBJECT: July - September 2006 YOP Quarterly Report

PROPOSED MOTION(S): Information only.

DISCUSSION: See attached.

ATTACHMENT(S): July - September 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: **October 2006** (July-Aug-Sept)

A. Overall status of the program:

There are presently 252 active participants in the Youth Opportunity Program, at the end of the fourth quarter. There were no new enrollments, and 110 exits; resulting in one-hundred percent (100%) of basic skills, work readiness, and/or occupational goals attained and ninety-eight (98%) of the participants exited earned their high school diploma.

B. Past quarter highlights:

- 1) 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

The highlights of the YOP Summer Youth component were the two field trips on July 5th and 6th to the California State Capital via the Amtrak train. Each day approximately 35 youth and 8 chaperones tour the California State Capital; visited the IMAX theatre and enjoyed a relaxing afternoon in Old Town Sacramento.

- 2) Career Industry Day Events in 2006-2007:** 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.

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

- a) Careers in Business, Marketing and Computer Information Systems, October 19th, 2006
- b) Careers in Arts and Communications, on Thursday, November 14th, 2006
- c) Careers in Education held on Thursday, January 25, 2007
- d) Careers in Agriculture (at the World Ag. Expo in Tulare) on February 15, 2007
- e) Careers in Health will be held on Thursday, March 1, 2007.

3) 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 on the MCOE campus. All participants are invited and encouraged to attend. A meeting was conducted on August 24th, 2006 and attended by thirty participants to follow-up with recommendations made from a focus group conducted on June 27, 2006; where seventeen EMPOWER and YOP participants and program staff discussed how the program can improve services to increase attendance and interest in The Opportunity Club meetings.

The participants agreed that the third Thursday of every month is a good time to meet. An updated calendar is to be provided at each meeting on updated information and announcements on upcoming community events and activities. The discussion on the Opportunity Club becoming an informal student organization was tabled for a later meeting. The students created a 06-07 schedule of all the meetings dates, time and topics for the upcoming Opportunity Club meetings that will be posted at MCOE in Bldg K, all school sites and the YOP/EMPOWER Website.

4) Merced County's Teen Conference "*Climbing towards Success*" was attended by both YOP and EMPOWER participants from throughout the county. The 3rd Annual 'Teen Summit' event was held at the McCombs Youth Center on September 30th, 2006. Youth had an opportunity to visit resource tables that provided information from partnering agencies throughout the county. The conference held two breakout sessions in the afternoon to provide workshops on topics of interest for youth to include: "The Law & Teens"; "Internet Safety "; "Eating Healthy" and "Handling my Feelings".

5) Community Service Coat Drive:

Merced County Office of Education EMPOWER/ YOP Programs are preparing for the third annual coat drive. This community service project is an opportunity for our participants to become involved in community service. This is an excellent way for them to give back to their communities in which they live. When choosing a school to sponsor, a school is selected that is "most in need" and where our efforts will truly benefit. Last year, the YOP and EMPOWER participants delivered coats to ninety-seven (97) children attending Planada Elementary School.

This year, Don Stoll Elementary is the selected school. The YOP mentors and EMPOWER advisors are working hard with their participants to find sponsors and holding fund raisers through out the County. The participants will assist in purchasing and the distribution of the coats; so that they can visually see who is benefiting from their efforts. Our plan is to distribute 140 new coats on November 9th, at 1:30 pm to Don Stoll Elementary students.

6) YOP Success Story:



La Vana at work at Atwater Sub shop w/ Elizabeth, owner

La Vang is a YOP participant and sophomore at Buhach Colony High School. She is a bright young lady with a great attitude. La requested to work at the Atwater Sub Shop this summer, since it is close to home. Elizabeth and Charles, the owners and supervisors, were so impressed with La's strong work ethic and pleasant demeanor that they hired her at the end of the summer to work part time after school. This semester, La is earning all "A's" and "B's"; she is able to balance both work and school well.

7) YOP Success Story:

Jose Moreno graduated from Granada High School in May, 2006. He has been enrolled in YOP



since his junior year at school. The first summer of YOP work experience he worked at the Planada Elementary School and learned many landscaping skills. He was happy with the site but he was more interested in the automobile industry. So the summer of 2006, he was placed at Garza Tire in Merced. There he learned how to repair tires, change oil, car alignments, etc. When the six week program ended, the business owner hired Jose to work full-time. The owner stated that "she really enjoys having Jose work

for her, and that Jose is a very hard worker and learns quickly." Jose plans to attend Merced College and enroll into the Toyota Program.

C. Past quarter deficiencies: none

D. Past quarter recruiting/marketing efforts:

There were no recruiting efforts for YOP in the 4th quarter; all enrollments slots are filled.

E. Next quarter challenges:

F. Technical assistance needed: Available training on WIA Common Measures

TO: Youth Council

DATE: 12/13/06

FROM: Youth Council Staff

For Action

For Information

For Discussion

SUBJECT: July - September 2006 EMPOWER Quarterly Report

PROPOSED MOTION(S): Information only.

DISCUSSION: See attached.

ATTACHMENT(S): July - September 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: **October 2006** (July/ Aug/ September)

A. Overall status of the program:

The EMPOWER program enrolled two new participants this quarter and exited 30 (thirty); this brings the total number active to 220 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:** Staff updated and restructured the EMPOWER Workshops over the summer. The EMPOWER Workshops were provided to youth only in the month of September this quarter. The following is an accounting of workshops offered and number attended:
 - a) **EMPOWER Orientation:** Conducted on Friday Sept. 8th, with an attendance of 22 youth;
 - b) **EMPOWER Workshop I:** ‘*Gettin’ Ready for the Job*’ conducted on Friday, September 15, had 15 youth in attendance;
 - c) **EMPOWER Workshop II:** ‘*The Real Game California*’ was conducted on September 18, 20 and 22 with an average attendance of 14 participants in attendance per session;
 - d) **EMPOWER Workshop III:** ‘*Gettin’ a Job*’ was conducted on September 25, 27 and 29 with an average attendance of 12 participants per session. The EMPOWER Zone is now incorporated into a part of Workshop III and will be provided to all participants.

- 2) **EMPOWER ZONE** was held on September 29th, where eleven 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. *PLATO* is educational software designed to increase math and

reading skills, it is also available to the participants in the computer lab. Sign-in sheets are used to track the number of participants using the computer lab daily.

- 4) **Quarterly EMPOWER Partners meeting** was not held this past quarter. Partners agreed that a meeting was not needed.
- 5) **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 on the MCOE campus. All participants are invited and encouraged to attend. A meeting was conducted on August 24th, 2006 and attended by thirty participants to follow-up with recommendations made from a focus group conducted on June 27, 2006; where seventeen EMPOWER and YOP participants and program staff discussed how the program can improve services to increase attendance and interest in The Opportunity Club meetings.

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7) **Community Service- Coat Drive:**

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8) **The EMPOWER Focus Group** meeting was conducted on September 29th with ten EMPOWER participants to discuss and provided feedback on questions regarding the entire EMPOWER Workshop Series, to include feedback on the EMPOWER Zone.

9) **EMPOWER Success Stories:**

Geongka Moua enrolled into the EMPOWER program on 8/16/04. When Geongka first enrolled in the program he had very little work experience and uncertain about his future. Geongka knew that getting an education was important, but unsure on the type of vocation that he wanted to pursue. Then in 2005, Geongka was place on work experience at Valley Community School as an assistant to the Campus Liaison. Geongka found himself working with students and school staff on a daily basis. The work experience at Valley Community High School helped Geongka to develop his social and supervisory skills. In August of 2006, Geongka applied for the Campus Liaison position with Golden Valley High School and was hired to begin on September 1, 2006. Geongka now knows that education is the right career choice for him and is proud to be a part of Merced Union High School District.



C. Past Quarter Deficiencies: none

D. Past Quarter recruiting and marketing efforts:

Recruiting efforts for EMPOWER is 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. Next quarter challenges:

F. Technical assistance needed:

Available training on Managing for Success(Youth Case Management), and WIA Common Measures.

G. 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.

TO: Youth Council

DATE: 12/13/06

FROM: Youth Council Staff

For Action

For Information

For Discussion

SUBJECT: U.S. Department of Labor, Strategic Plan, FYs 2006-2011

PROPOSED MOTION(S): Information only.

DISCUSSION: The U.S. Department of Labor has released its Strategic Plan for Fiscal Years 2006-2011. While DOL has issued opinions and papers concerning youth workforce issues, the Strategic Plan has now formalized those issues.

The Department has developed several strategies to ensure services go to the neediest youth, with particular emphasis on out-of-school youth.

- **DOL will coordinate better utilization of resources across Federal programs and within communities.**
- **Will increase the focus on program performance outcomes (achieving gains in literacy and math skills)**
- **Will identify and determine how best to replicate employer-based models.**

On September 22, 2006, the Youth Builds Transfer Act transferred the Youth Build Program from HUD to DOL.

- **A successful approach to workforce investment that provides opportunities for at-risk youth.**
- **Gain high school credentials and skill training.**
- **Serves at-risk youth ages 16-24.**
- **Constructing or rehabilitating affordable housing for low-income or homeless families in their own neighborhoods.**

DOL is developing Working Women in Transition project.

- **A multi-regional demonstration project that serves women who are making a significant transition in their work lives.**
- **Builds on the best practices of previous demonstration projects by combining high-touch, or community-based services, and high-tech, or Web-based services.**

DOL Goals specific to WIA youth.

Performance Goal 1C. Increase placements and educational attainments of youth served through the Workforce Investment Act Youth Program.

- **Reflects DOL’s strategic vision – out-of-school youth and those most at risk of dropping out are an important part of the new workforce “supply pipeline” needed by businesses to fill vacancies in the knowledge economy.**
- **Efforts are now focused on four major areas: alternative education, demand-driven strategies that equip youth with the skills businesses need, serving the neediest youth, and overall improved program performance.**

Common Measures

- **PY 2005 – first year for States to report on the employment and retention common measures.**
- **PY 2006 – Programs will report on a new earnings measure.**

Measure 1: Percent of youth who entered employment or enroll in post secondary education and/or advanced training/occupational skills training or the military.

- **DOL Goal PY 2005 – 58%**
- **DOL Goal PY 2011 – 64%**
- **Merced County attained PY 2005 86.1%**

Measure 2: Percent of students who attained a GED, high school diploma, or certificate.

- **DOL Goal PY 2005 – 36%**
- **DOL Goal PY 2011 – 44%**
- **Merced Count attained PY 2005 – 89.5%**

Measure 3: Percent of basic-skills deficient students who achieve literacy or numeracy gains on one or more Adult Basic Education levels.

- **DOL Goal PY 2006 – baseline to be developed.**

Lastly, DOL performed an overall assessment of several of its workforce investment programs. The highest rating received was Moderately Effective. The Workforce Investment Act programs were rated in 2003 through 2005. Ratings are presented on the following page:

WIA – Adult Employment & Training Activities – Adequate

WIA – Dislocated Worker Assistance – Adequate

WIA – Native American Programs – Adequate

WIA – Migrant and Seasonal Farm Workers – Ineffective

WIA – Youth Activities - Ineffective

ATTACHMENT(S): N/A