



Committee: Youth Investment Council (YIC)
Chairperson: Nina Melker
Meeting Date/Location: April 11, 2017 / McDade Bldg. (212)



MEETING MINUTES

Attendance

Members: Nina Melker (Berkshire Bank), Kim McNear (Anchor House), Jim Purcell (WDB Chairperson), Charles Whalen (AFL-CIO,)

Staff: Virgen Velez (One-Stop/WDB), Kendra Lee (One Stop) Maribel Duarte (WDB) Cathe Doolan (WDB/One-Stop)

Welcome – Nina Melker, Chair

Nina opened the meeting at 9:15 pm and introductions were made around the room.

Review of Minutes

Minutes from the February 7, 2017 meeting were reviewed:

1st motion to approve: Kim McNear, 2nd: Nina Melker, all in favor and minutes were approved.

Additional Member Outreach

Virgen reported that there will be two (2) new members joining the committee;

1. Bill Tootle (MJ Manufacturers) was unable to attend today but will attend the next meeting.
2. Virgen will be meeting with the County Superintendent to enlist her participation in the WDB and/or YIC.
3. The committee welcomed Charles Whalen who is a Business Manager of AFL-CIO, representing the Trades and Apprenticeship programs.

Jim suggested that the committee utilize the CD that the WDB had developed “What’s in it for Me” as an introductory summary that explains to new members what the WDB and its committees do.

Kendra spoke on the In-School Youth and Out-School Youth contracted One-Stop youth programs. The programs are designed to try to keep “at risk” youth in school, to learn job readiness skills, and to attain their High School Diploma or the High School Equivalency (HSE).

General Discussion:

- Charles spoke on the difficulty of getting youth into the trades programs. He has contacted the mayors in several municipalities about how to reach the kids who don’t plan to go to college and don’t know what they want to do after school. The schools don’t give any information about other opportunities besides attending college.

- Charles participated in a job fair last year with good attendance but without results.
- Requirements for entering the trades are:
 - 18 years of age to enroll
 - High School Diploma or High School Equivalency
 - Ability to pass a drug test
 - Valid driver's license
 - Pass the entry Aptitude Test
- Virgen said that the One-Stop could sponsor a Vocational Fair at which the Trades should be represented
- Fair can be geared to out of school youth
- A One-Stop representative can offer information on where the youth can go to obtain their HSE or brush up on basic skills.

Charles said that an apprentice entering a trade does not have to pay for education but may have some auxiliary costs like books etc. The trades also have mandates to provide opportunities to women and minorities.

Youth Eligibility Requirements

Hand out: Workforce Innovation and Opportunity Act, Title I Youth Eligibility Determination and Documentation.

Kendra gave a presentation about the eligibility criteria youth have to meet in order to attend the youth programs. The programs are geared to serve low income individuals. Most of the youth who come to the One-Stop do meet the criteria.

We have three (3) Out-of-School Youth vendors whose programs offer job readiness skills training and the attainment of a High School Equivalency Credential (HSE). After the youth completes these programs they come to the One-Stop Youth Career Connection Program for the next step. The One-Stop will work with the youth, identify their interests and match them up with either entering into vocational/occupational training or entering into an internship. The internship is designed to provide a six month work experience with area employers. The County will pay the youth's salary with the expectation that the employer will hire the youth at completion or give a letter of recommendation plus the youth will have the experience to add to their resume.

The One-Stop must certify the youth and have documentation to prove their eligibility. The youth attend an Orientation to introduce them to the services the One-Stop offers, they will take a TABE test to determine their math and reading levels and within 2-weeks they will get the eligibility determination.

Performance Measures

Hand out: Youth Common Measures Performance Final PY 2015

Kendra gave the update on the One-Stop Youth Common Measures Performance. There are six categories listed and the One-Stop has:

- Met the measures in 2 categories,
 - Attainment of Degree at 90%
 - Placement in Employment/Education at 70%.
- Not Met the measure of 1 category,
 - Employment/Education 2nd quarter after exit at 51.6% because with WIOA the follow-up targets have changed from the 1st quarter to the 2nd and 4th quarters after exit.
- Exceeded the measure in 3 categories,
 - Employment/Education 4th quarter after exit at 56.2%
 - Credential attainment within 4th quarter after exit at 91.5%
 - Literacy/Numeracy gains of at least 2 levels at 79%. PY 15 was the last year for the Literacy/Numeracy category.

Ron Jones the One-Stop Youth Counselor has developed a more effective tracking mechanism to keep in contact with the youth to submit the needed information. He will contact the youth by phone and ask them to take a picture of the credentials, pay stubs, school documents, etc., instead of their having to physically bring it in to the One-Stop. It is important that the youth stay in contact and are able to consider the One-Stop as a resource in the future.

Youth One Stop Report

Hand out: Youth Program Year-to-Date Statistics, February 2017

Kendra continued with the update on the contracted In-School and Out-of-School Youth Programs. The report was run in February listed the contracted level of service and the actual level of service. The YWCA is a new vendor to the OSY population and has had challenges with recruitment. Their number has increased since the report was run. The YWCA program was recently monitored and the program monitors were very impressed with the YWCA's Job Skills coach connection with the youth.

Discussion

- Youth who complete the programs and receive the HSE would be able to enter into the Apprenticeship programs
- At the Apprenticeship Job Fair the youth wanted to know how quickly the process would happen and disappointed that it would take so long.
- There is a need to involve Community leaders.
- Kendra suggested that Charles give a presentation at the vendor fair the One-Stop is planning.

The One-Stop Youth Career Connection Program is trying to increase its numbers. There are 41 youth participating in the program; 17 youth are in training programs; and 5 youth are in an internship program.

The internship program hourly wage is \$9.00 per hour which is paid by the One-Stop.

- Employers who are Internship sites are Capital City Contracting, Gershen Group, Smoke House 1911.
- The One-Stop is actively seeking more employers and approaching hospitals for medical programs.
- Comcast may be a resource to develop
- The WDB members could be also be a resource for recommending participation to other employers.

Youth Summer Employment Discussion

The youth summer employment connection with Six Flags Great Adventure is still active. There are a number of youth who worked last year calling to sign up again. The final number of participants last year was 55 youth. There has not been any federal money for the Youth Summer Program.

Mini Employability Workshop: In the past the One-Stop has arranged to go to High Schools throughout the County to get youth to participate in the Workshops. Last year the One-Stop had successfully reached out to employers to attend but then the youth did not show up. Kendra asked the Committee for any suggestions to make the program more successful. The One-Stop is in the process of lining up employer and school contacts for this year to offer the service again.

Charles shared some of the problems he has found with youth coming into Apprenticeship programs. The youth have to constantly be reminded to be on time for work, be prepared when you get to work, no cell phone use during work. It is also his experience that often youth who have had ample opportunities handed to them lack the necessary employability skills.

Kendra acknowledged that the One-Stop has the same problem. The One-Stop youth counselor approaches the youth entering into our programs by letting them know they are young adults and he treats them as such and put the onus on them to show up and stay in the program.

7. Next Meeting Date

The next scheduled meeting will be: June 13, 2017 at the County Administration Building, Room 212

Adjournment

The meeting ended at 10:02 pm