



Yolo County Workforce Investment Board

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YOLO COUNTY WORKFORCE INVESTMENT BOARD YOLO YOUTH OPPORTUNITY COUNCIL MARCH RETREAT MINUTES March 16 & 17, 2004

I. Roll Call

The Yolo County Workforce Investment Board Yolo Youth Opportunity Council meeting convened on March 16, 2004 at 4:05 p.m. and on March 17, 2004 at 4:10 p.m. at the Yolo County Office of Education, 1240 Harter Avenue, Woodland, California with the following people attending:

Present March 16: Ronda Adams, Brenda Arteche, Jorge Ayala, Chris Blackman, Susan Cassady, Jennifer Davis, Michael Gangitano, Doug Gutaw, Lee Humes, Jessica Larsen, Tom Lawson, Constance Lucero, Gayle McLevich, Khaalid Muttaqi, Robert Padilla Susan Purcell, Panna Putnam, Karen Quintanilla, Vicki Rich, and Angelica Saragoza,

Absent March 16: Blanca Barba, Steven Daubert, Bianca De La Torre, Estella De La Torre, Jennifer Ellasces Dianne Grimard, Kathy Harryman, Christine Hartman, Sandy Johnson, Elizabeth Jones, Susan Knadle, Jerry Knapp, Krystal Majorovas, Diane Moreno, Carol Neal, Ron Piña, Delia Quiñones, Cassandra Schantz, Mike Sellers, Alvin Singh, Jasmine Smith, Nelida Sotelo, and Lisa Tadlock,

Present March 17: Ronda Adams, Susan Cassady, Jennifer Davis, Estella De La Torre, Doug Gutaw, Lee Humes, Jessica Larsen, Constance Lucero, Gayle McLevich, Susan Purcell, Panna Putnam, Karen Quintanilla, Vicki Rich, and Angelica Saragoza

Absent March 17: Brenda Arteche, Jorge Ayala, Blanca Barba, Chris Blackman, Steven Daubert, Bianca De La Torre, Jennifer Ellasces, Michael Gangitano, Dianne Grimard, Kathy Harryman, Christine Hartman, Sandy Johnson, Elizabeth Jones, Susan Knadle, Jerry Knapp, Tom Lawson, Krystal Majorovas, Diane Moreno, Carol Neal, Ron Piña, Delia Quiñones, Cassandra Schantz, Mike Sellers, Alvin Singh, Jasmine Smith, Nelida Sotelo, and Lisa Tadlock

Staff: Viola DeVita

No quorum present March 17, 2004.

March 16, 2004

II. Welcome and Introductions

Doug Gutaw, Department of Employment and Social Services
Khaalid Muttaqi, Department of Employment and Social Services
Robert Padilla, California Workforce Investment Board

III. Statement from Public and Visitors

Tom Lawson suggested we visit the by-laws to accommodate those who are actively attending the meetings. He wants to discuss this further with the WIB and Leadership Committee.

Chris Blackman announced YFCU will celebrate their 50 year anniversary March 18, 2004. YFCU began with 8 employees. The celebration will take place from 5-7pm and will have a 50's theme.

IV. Warm Up Activity

Chris Blackman and Jennifer Davis of the YFCU coordinated the warm up activity. Each person took an M&M and based on the color of the M&M, answered the following questions:

Blue: How would you increase youth involvement in YYOC?

Ronda Adams

Actively get mentoring program implemented – adults mentoring students.

Lee Humes

Increase interest by getting more information to youth.

Karen Quintanilla

Have hands-on activities and events.

Tom Lawson

Move the Youth Council to a school site to give them the feeling we're legitimate.

Susan Cassady

Be more visible in schools and let students know what is available.

Jorge Ayala

A critical mass of students must be within the group in order to engage in communication. Ask the students the questions: Why participate, what's meaningful to them in the Youth Council. "Why should I commit to it?"

Jessica Larsen

Provide an activity/reason to be here. They are interested in jobs and resources. Have youth present to other youth – a focus group.

Brenda Arteche

Students appreciate when there are more of them & less of us. What's in it for them?

Angelica Saragoza

Make it more accessible to them. Be flexible to meet their needs instead of ours.

Green: What is your expectation for this retreat?

Doug Gutaw

Be global. Open eyes to what the Youth Council can do.

Gayle McLevich

Continue to move – revisit- not get hung up on details but focus on the goals and make it realistic.

Brown: What do you consider to be a priority for YYOC?

Vicki Rich

Help students understand the relevance of the YYOC function. Market the Work Ready Certificate.

Panna Putnam

Look where we've been and where we want to go. Everyone's time is valuable.

Michael Gangitano

Support Phil Jarvis' presentation.

Yellow: What is an individual way you can contribute to the 5-year plan?

Khaalid Muttaqi

Khaalid can add his experience in case management.

Orange: How will your involvement benefit the retreat? No one picked orange.

Red: How can you personally recruit YYOC members?

Robert Padilla

The biggest issue is representing youth with no youth involvement. Adopt methodology of thinking like youth.

V. Agenda Items

A. State Youth Council Update

Some questions that have been put forth include: How can youth councils be more effective? How relevant is the Youth Council? How to get more youth involved. What is the purpose? How can we guide/influence policy making?

At the State Youth Council, resources are not at State level. Various formats include School-to-Career and Foster Youth Services.

Due to changes in government and funding the February meeting was canceled. The next State Youth Council meeting is scheduled to take place May 20, 2004. One of the concerns over youth councils is that they don't have proper presentation. Youth involved in the State Youth Council are at the college/university level.

Robert Padilla worked with the Youth Advisory Council who created a Youth Voice Network of approximately 100 youth from Friday Night Live, Youth Leadership Quorum, 4-H, Association for Student Councils.

Robert's primary objective is to assist Youth Councils. Youth Councils are mandated to provide access to all youth – WIA eligible and non-eligible. If reauthorization makes the Youth Council optional then those Workforce Investment Boards that understand the importance will continue the Youth Councils. Those that don't understand will dismiss Youth Councils. Some WIBs are large support for councils and others are still in the JTPA mindset. The potential lies on what support systems are involved.

Robert stressed the importance of the WRC and how huge it is. It's enviable & critical to youth. One of the things the "50 Youth Stories" wanted to do was highlight strengths in youth councils.

Tom questioned the levels of ages of youth involved and is there a State Board representative from Foster Youth? Jorge verified that youth are on the advisory groups but funding prohibits youth from all over the state to attend meetings in Sacramento.

The WIA reauthorization was to get money back to out of school youth. The challenge is in finding them.

Lee questioned how to achieve sustainability. Jorge advised the YYOC to utilize the local WIB. Have them write a letter and cc Governor Schwarzenegger regarding the Youth Councils. California has the most effective youth councils in the nation. If local entities value these – express the value to the state. We may consider inviting Paul Gussman, Lois Wolk, and/or Senator Machado to a meeting and present the WRC to them. Propositions 57 & 58 are out of the limelight. The Governor is moving into the education field. The Governor seems to be opened to suggestions. Robert suggested leveraging with private businesses for sustainability. He suggested a proposal to market statewide apprenticeship programs and get ROP's involved. It was also suggested that a committee get together to present the WRC to the Yolo County Board of Supervisors who meet every Tuesday except the 2nd Tuesday of each month.

B. Sub Committee Member Reports

❖ Community Resource Mapping/Coordinate Youth Services

➤ Accomplishments

- Sent out another survey. Originally 106 received.
- Assessment of survey responses. Located gaps in:
 - Occupational / job skills training
 - Summer work
 - Work experience (paid & unpaid)

➤ Future

- Put a resource manual together. RFP to support the three underserved elements shown above.

➤ Recommendation for the Sub Committee

- Keep the committee. Members: Jessica, Chair; Constance; Karen; Panna; Angelica; Susan

❖ Promote Policies to Sustain Effective Practices/Ensure Quality and Impact

➤ Accomplishments

- Increased number of students in attendance.
- Increased number of WRC recipients.
- Youth Involvement – Chambers, Rotary.
- Smaller learning communities in Davis, WRC, Business connections.
- Bus/Ed Committees
- Vision for Future – Phil Jarvis

➤ Challenges

- Getting youth to attend; to be engaged.
- Having schools adopt “Lifeskills; Career Exploration” management.
- Site Liaisons
- Getting principals to champion WRC

➤ Opportunities

- Engaging students with Rotary, Chambers, Key Club, Pioneer Career Fair by students, Implementing by ROP
- Could conduct focus groups (both students and businesses)
- Youth Steering Committees

➤ Recommendation for the Sub Committee

- Keep committee. Members Chris, Co-Chair; Gayle, Co-Chair; Mike; and Vicki
- Expand opportunities into action
- Market WRC
- Continue Chamber, Rotary, Board of Supervisors

❖ Leadership Team

➤ Accomplishments

- Six youth

- Yolo County Probation Department member
- WRC stickers for businesses who are not members
- Foster Youth member
- **Challenges**
 - Attendance from mandated members
 - Accessing WIA funds for YYOC activities
 - Need parent of WIA eligible youth
 - Need local law enforcement representative
 - Need more business members and WRC support
- **Opportunities**
 - Recruit business members through WRC sponsorship
- **Recommendation for the Sub Committee**
 - Keep committee. Members: Ronda, Chair; Lee; Tom; Jennifer; and Constance
 - Involve Board of Supervisors in YYOC Importance
 - Continue with recruitment of mandated & business members
 - Work with YYOC on flexible scheduling for youth participation
 - Support YYOC goals & accessing WIB support of YYOC structure and action.

C & D. WIA Youth Program Report & Explain WIA Registration Process

Doug, Constance, and Khaalid disseminated a WIA Youth Program Flow Chart, PowerPoint presentation of the Five-year Youth Plan, and the strategic plan created at the August 2003 retreat.

The WIA Youth Program Flow Chart explains that after initial contact with youth, there is an orientation and initial assessment.

Questions arose over the initial assessment of youth and why DESS would reassess youth although they have been assessed in schools. Khaalid explained that the assessment, including skills, work ability, math, and reading must be done within 30 days per Federal mandate. They have experienced inability to obtain assessment information from schools in a timely manner. Also, if the assessment was done earlier it decreases the time WIA has to show an increase. WIA only provides one year to improve performance measures.

After the assessment of ability to benefit from WIA, youth go through the intake/eligibility process. Youth must be eligible for selective service, be low income (in most cases), be 14-21 years of age, have the right to work, prove residency, and meet at least one additional barrier. Non-eligible clients are provided information and referral to other services.

If youth meet all criteria required they continue as follows:

- ☞ Enrollment/Registration (documents filled out and sent to MIS/all youth must be determined eligible and registered to participate in the WIA youth program Sec 664.215)
- ☞ Objective assessment/Workshops (self & skill exploration/basic skills assessment/job search techniques/assist in obtaining work permits)
- ☞ High School Diploma/GED (attainment of diploma or GED/progress is monitored toward graduation/links to resources, alternative schools, tutoring is provided)
- ☞ Individual Service Strategy (based on objective assessment/all youth 14-18 must set at least one goal)
- ☞ Training (work experience, vocational skills training, internships, on the job training)
- ☞ Job Search/Job Development (résumé updating, individual support and training, interview practice, job leads and contacts)
- ☞ Transition to Follow Up (Exit) (younger youth continue in high school, diploma, employment, post-secondary school, or advanced training; documents completed and sent to MIS)
- ☞ Follow Up (all youth participants must receive follow-up services for a minimum of 12 months after exit, some performance measures continue into follow-up period)

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DESS is still trying to determine at which point youth should receive the WRC. The WRC provided by DESS will look the same as the one provided by YCOE and the workshop has been built around the criteria the YYOC approved.

DESS assists students with necessary loan processes for vocational training.

DESS is usually successful in re-enrolling students in schools if they fail to graduate or obtain a GED. Yolo High School has allowed Khaalid to place students over the age of 18 in their GED preparation class.

Doug expressed that WIA is a catalyst to create the One System for All Youth. WIA's funding supports approximately 40-50 youth per year. Doug reiterated that the Youth Council is a County body because it was appointed by the Board of Supervisors as recommended by the WIB. The YYOC two main roles include:

- ↳ Community leadership position to act as a coordinator and clearinghouse for providers of youth services to expand educational and job and career opportunities for youth.
- ↳ Create a comprehensive service delivery system. Recommend, select, and oversee providers of youth services.

YYOC Goals included:

1. Identify resources to build a collaborative, comprehensive youth services team.
2. Ensure access and coordination of services for youth through an effective one-stop system.
3. Educate the community on the Council's purposes and services.
4. Function as a clearinghouse for funding new programs; broker new partnerships to leverage and maximize resources; and complement existing or new programs by generating new partnership funding.
5. Develop an accountability system to assess youth services.

The questions that need to be addressed now are:

- Have we met these goals?
- Do they need to change?
- Are they still applicable?
- Have our priorities changed?

The Council feels that there is a gap in #5. A resource analysis is necessary to evaluate services provided to youth. This remains in process.

Vicki believes the YYOC has made phenomenal strides and that the funding silo issues will continue.

Lee remembers the priorities and feels that YYOC has made remarkable strides toward these goals. WIA can be proud of the Youth Council's progress.

Beginning in July, provided funding goes through, WIA will be renewed for another five years.

VI. Adjournment

With no further business the Chair adjourned the meeting of the Yolo Youth Opportunity Council at 7:05 p.m.

March 17, 2004

II. Welcome and Introductions

III. Statement from Public and Visitors

Karen Quintanilla announced that she wrote a grant for computer labs consisting of 30 laptops. She is considering putting 15 at Migrant Education, Davis and 15 at Migrant Education, Winters. They are in need of an instructor. Other entities are welcome to utilize the facilities.

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Jennifer Davis announced that she has invited Mario Martinez with the Woodland Police Department to attend the YYOC.

Angelica Saragoza will invite Mr. Hubbard.

IV. Warm Up Activity

Panna Putnam provided the warm up activity. It ended with all in the group sharing testimony of youth that have had tremendous impact in their lives.

V. Agenda Items

A & B. Review Five Year Plan / Develop Goals for 2004-2005

The YCi Functions; WIA Five-Year Plan; and August Retreat Goals were reviewed. Gayle explained how each plan fits together and how all goals are the responsibilities of all sub committees.

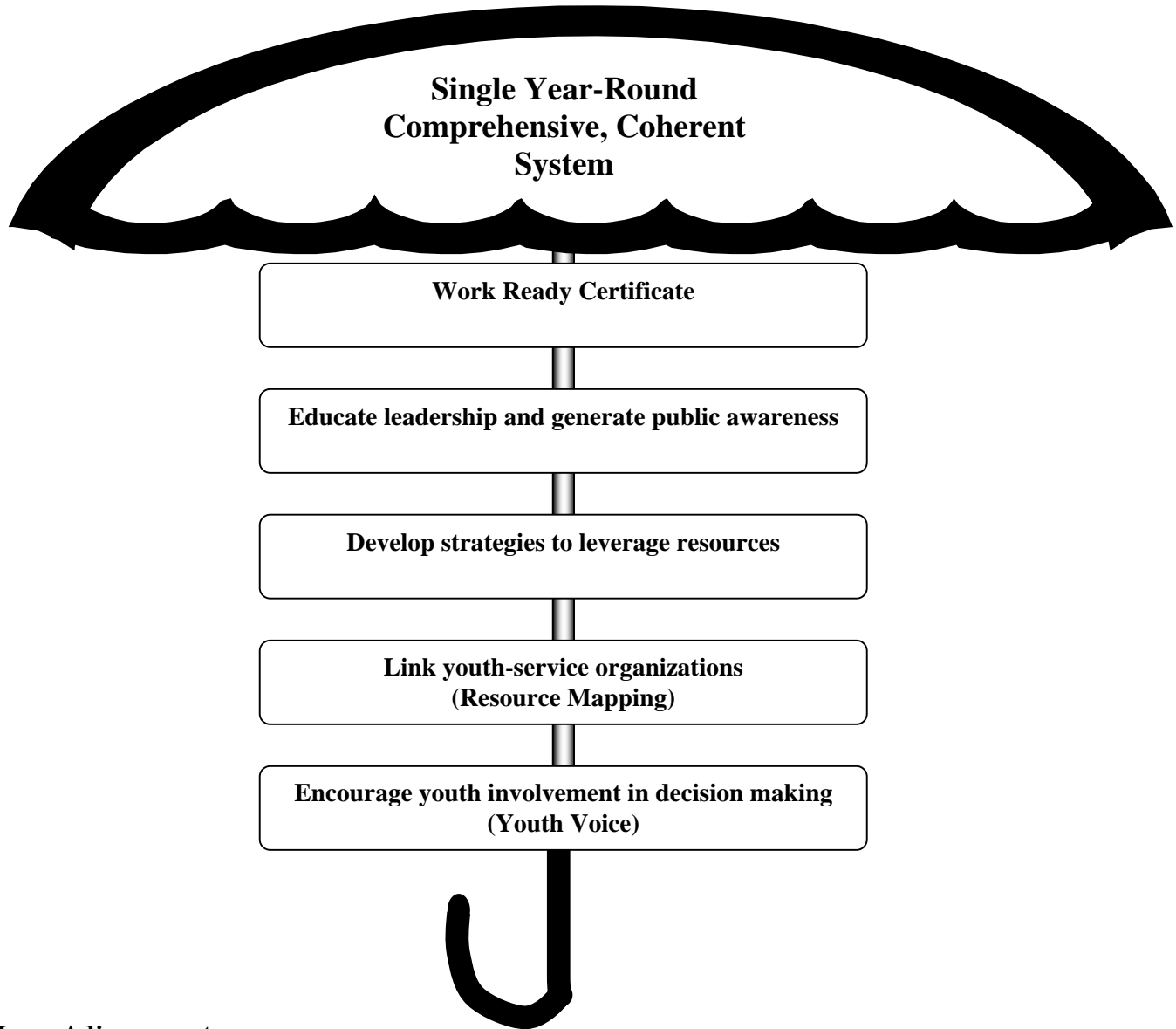
YCi Function	WIA Five-Year Plan Priority Goal	2003-2004 Retreat Goals
1. Leadership	4. Broker new partnerships to leverage and maximize resources	1. Recruit/support members 2. Develop strategies to leverage resources
2. Coordinate Youth Services	1. Identify resources 2. Ensure access and coordination of services through an effective one-stop system	3. Map youth services 4. Define one year-round system 5. Link youth-serving organizations
3. Ensure Quality	5. Develop accountability system to access youth services	6. Encourage youth involvement in decision making 7. Provide motivation to improve quality of youth services
4. Promote Policies	3. Educate community on Council's purposes and services	8. Advocate for youth 9. Educate leadership and generate public awareness

Everyone in the Youth Council has separate systems that are categorical and must work together to find out how to create a single system available to all youth. After much discussion and collaboration an agreement was made to make a Single year-round comprehensive, coherent system the overarching umbrella. See page 8.

- ❖ Suggestions were made to combine with Yolo Link; hire someone, or find out how to get service without payment to do resource mapping; join focus groups – Foster Youth, Migrant, etc.
- ❖ YYOC will work on expanding the significance of the Youth Council in the community. Highlight the relevance of the Youth Council and its activities.
- ❖ YYOC discussed building a committee of youth to present to businesses and councils. Teens Supporting Teens, Friday Night Live have had experience presenting. Many teens also want help with writing résumés, interviewing, and budgeting.
- ❖ In order to leverage ideas, members are reminded to enter their resource information on the direct services worksheet and submit it to Viola via e-mail. Viola will compile the information and disseminate it to the YYOC.

YYOC will let youth groups know that we are able to advocate for them. They can meet and send a delegate to YYOC meetings.

Action on A & B was moved to the May 18, 2004 YYOC meeting. The action plan for the “Umbrella” will be developed at the May 18, 2004 meeting.



VI. Adjournment

With no further business the Chair adjourned the March 17, 2004 Retreat of the Yolo Youth Opportunity Council at 7:00 p.m.

Respectfully submitted,

Viola DeVita