

YOUTH OVERSIGHT COMMITTEE

JANUARY 7, 2016

8:30 A.M.

WFDB OFFICE CONFERENCE ROOM

PRESENT: A. Hendrix, R. Pollack, S. Kittel, V. Zeppelin, I. Burbank, S. Peake

STAFF: J. Mattick, J. Luu

CALL TO ORDER

Chair Hendrix called the meeting to order at 8:34 a.m. and introductions followed.

OVERVIEW OF COMMITTEE CHARGE

Ms. Hendrix stated that the change to the new Workforce Innovations and Opportunities Act legislation affected the committee structures of the Workforce Development Board. She stated the IURA currently has a networking group of providers and it was decided to fold the Youth Employment Council of the Workforce Investment Board into that group. The Performance and Evaluation Committee will now be the Youth Oversight Committee which is more structured with focus on performance and oversight of providers. The Youth Oversight Committee will have purview over approximately \$400,000 in WIOA youth funding and \$380,000 in funding for the summer youth employment program that the Workforce Development Board receives annually.

The group reviewed their charge:

The Youth Oversight Committee is responsible for advising the WIB on matters relating to the delivery of an integrated workforce/employment program for youth. The YSC shall also provide policy guidance as it relates to services to youth.

The Committee:

- advises on the administration of funds to deliver program services to improve the training, literacy, and job readiness skills of youth;
- recommends providers of youth services to be awarded grants or contracts on a competitive basis by the local board;
- conducts oversight with respect to providers of youth services, and;
- consults with the Youth Services Networking Group

Members of the committee shall include:

- WIB members;
- representatives of community-based organizations with a demonstrated record of success in providing oversight of programs serving youth;

Minimum Meeting Requirements: Bi-monthly

SUMMER YOUTH EMPLOYMENT PROGRAM (SYEP) DEBRIEF AND 2016 TIMELINE

The committee reviewed the final report for the summer youth employment program. The three contractors served a total of 212 youth for a total of \$373,600; 16 individuals received cash public assistance and 194 were at or below 200% of the poverty level. The final report is included at the end of the minutes. Ms. Kittel asked for the definition of disability, Ms. Mattick will provide that to the group at the next meeting.

The committee discussed performance of the three contractors. The Ithaca Youth Bureau and Office of Employment and Training were able to serve the numbers they indicated in their proposals as well as spend the total amount of funding allocated to them. Challenge Workforce Solutions did not expend all of their funding, nor meet their anticipated numbers. Their final invoice was also reduced in order for them to meet the 65% expenditure requirement. Ms. Mattick stated they also had difficulty getting their invoices in for payment in a timely manner. She noted that if invoices had been on time it would have been known earlier that they would under expend their contract. This would have allowed the additional funds to be reallocated to another provider.

Ms. Mattick stated she will be conducting fiscal monitoring at Challenge on the 15th and recommended that all of the issues be included in her report. She suggested a corrective action plan be requested prior to additional funds being awarded.

Ms. Mattick stated that the RFP for the summer youth program will need to be issued shortly. Ms. Zeppelin and Ms. Kittel offered to review the document prior to the next meeting. Ms. Mattick will bring it back to the next meeting and go over the timeline for the program.

ADJOURNMENT

The meeting adjourned at 9:30 a.m. The next meeting is scheduled for Tuesday, January 26, 2016, at 8:30 a.m. in the WFDB conference room.

**2015 New York State Summer Youth Employment Program
Final Report (Due 10/16/15)**

WIB:	Tompkins County Workforce Development Board
County:	Tompkins
Contact Person:	Julia Mattick
Telephone:	607 274-7526

Participation Summary	FA or SN-Family	200%	Total
Total Participants in Paid Employment	16	196	212
Total Participants in Educational Activity	14	165	179

Youth Served	FA or SN-Family	200%	Total
Youth Served at Age 14	1	25	29
Youth Served at Age 15	8	58	66
Youth Served at Age 16	3	46	49
Youth Served at Age 17	2	26	28
Youth Served at Age 18	0	20	20
Youth Served at Age 19	2	14	16
Youth Served at Age 20	0	4	4
Total Youth Served	16	196	212

School Status	FA or SN-Family	200%	Total
In School Youth	16	182	198
Out of School Youth	0	14	14
Total	16	196	212

Participant Characteristics	FA or SN-Family	200%	Total
Male	7	98	105
Female	9	98	107
Total	16	196	212

Ethnicity	FA or SN-Family	200%	Total
White	5	79	84
Black	4	69	73
Hispanic	0	7	7
Asian	5	15	20
American Indian	0	0	0
Pacific Islander	0	0	0
Other	2	26	28
Total	16	196	212

Target Groups	FA or SN-Family	200%	Total
Foster Care		5	5
Juvenile Justice/Criminal Justice		9	9
Homeless/Runaway Youth			
Youth with a Disability	3	61	64

Participants Served by Zip Code - See Attached Chart

Note: For multi-county WIBs, a separate final report must be submitted for each individual county being served.