

## YOUTH OVERSIGHT COMMITTEE

October 17, 2018

8:15 A.M.

PARK FOUNDATION  
CONFERENCE ROOM

**PRESENT:** V. Zeppelin, S. Kittel, T. Watts, T. Geisenhof, B. Nugent, I. Burbank

**EXCUSED:** K. Boardman

**GUESTS:** T. Carlson, J. Mouillesseaux, Tompkins County Office of Employment and Training

**STAFF:** J. Mattick, J. Luu

**CALL TO ORDER:** It was Moved by Ms. Zeppelin, seconded by Mr. Watts and unanimously adopted by voice vote of members present to approve the minutes of September 12, 2018.

### WIOA YOUTH UPDATE – TERRI CARLSON AND JACKIE MOUILLESSEUX

Ms. Carlson reported Jackie Mouillesseaux has moved into the Workforce Development Coordinator position. She previously worked with the adult population. Ms. Carlson reported that this is a difficult time to recruit youth, and more outreach is needed. Participation at activities on evenings and weekends is going to become necessary. She reported that the Youth Program has experienced significant turnover with the previous coordinator and one youth program specialist leaving county employment. She is in the process of filling the program specialist position and has received applications for several good applicants who have backgrounds working with youth. She is also talking to her colleagues around the state about various strategies.

Ms. Carlson stated the law has changed from youth development to recapturing youth who have fallen through the cracks. Ms. Burbank asked if the goal is to get youth to a certain level of development and then find them employment. Ms. Carlson stated that if they are lacking a credential they receive services that will help them to achieve it. If they have their credential, they need additional barriers to be eligible for the program. The state has yet to issue the standards, so it is hard to know what the percentages will be before they are released. There are also follow-up standards that must be met, but again the State has not defined what those will be. If a participant disappears and does not receive a service within 90 days, they need to be exited.

Ms. Kittel asked who the OET partners with most often and what types of placements are made. Ms. Carlson stated a lot of work has been done with Challenge Workforce Solutions, TC3, TST BOCES, the Women's Opportunity Center, GIAC, and Southside Community Center. Job placements have included the IT field, phlebotomy and nursing. The current youth staff are not used to developing worksites and this is where Ms. Mouillesseaux will be a great asset as she has experience working with businesses.

Ms. Carlson was asked how well the partnership with TST BOCES being on-site providing the High School Equivalency Program is going. Ms. Carlson stated the partnership is going very well and BOCES has increased the number of classes that they are holding. They have requested additional time in the Center, but space is an issue. Ms. Mattick suggested doing joint intakes or sitting in on their orientation to recruit additional out of school youth. She asked about additional ideas for recruitment. Ms. Mouillesseaux stated she will be reaching out to partners to see who they are working with. There are several youth-serving organizations and staff have some ideas of where youth can be found. She noted in her new role she wants to expose youth to more opportunities; see what youth have been exposed to already and what their interests are to help them navigate to a career path. In terms of the summer program, workshop attendance needs to be made mandatory and require participation.

Ms. Carlson stated that there are areas for improvement noting one example will be implementing mandatory attendance at workshops. Counselors also need to be talking to youth rather than about them and doing more case conferencing with partners, so youth see that the organizations they are working with are all working towards the same objective.

Ms. Kittel asked if we were in jeopardy of losing funding due to the under expenditures and if there are actions the Committee can take to assist. Ms. Carlson stated she does not believe the funding is in jeopardy because there aren't any standards at this point. She has had the conversation with staff that youth need to be located and the funding expended. Ms. Mattick reported that the youth funding has two years to be spent.

Ms. Mouillesseaux thanked the Committee for their time and stated her wish to meet with each Committee Member. Ms. Nugent reported the Youth Employment Resource Team met last week and discussed the need to get more employers on board.

## **SYEP PROGRAM DESIGN WAIVER PROJECTS – OFFICE OF EMPLOYMENT AND TRAINING**

Ms. Carlson was asked how the projects worked and what was learned the first year. She reported that the manufacturing project never really got off the ground and stated getting youth involved earlier in program is necessary. The second obstacle was the program was made optional and youth did not show interest. If this component of the program is in place next year she would like to have the youth involved in the program prior to beginning their work experience.

Ms. Mattick asked if youth attended workshops. Ms. Carlson stated the greatest participation was around transportation. She noted that changing the mindset of staff is also necessary.

Ms. Kittel stated that the Committee would like to continue to meet with Ms. Carlson and staff quarterly to get updates and ensure everyone is on the same page.

## **SUMMER YOUTH EMPLOYMENT UPDATE**

Ms. Mattick reported the summer program is in the close-out stage and all expenditures need to occur by September 30<sup>th</sup>. Challenge under expended by approximately \$10,000, OET was under by approximately \$1,000, the Farm Project never got off the ground, so their contract resulted in an under expenditure of \$6,000. She stated that those combined under expenditures helped to offset the Ithaca Youth Bureau's over expenditure of \$9,000 and approximately \$9,000 of the allocation will be returned to the State. The final program report was provided to the State last week.

## **DIRECTOR'S REPORT**

Ms. Mattick will provide an updated timeline of activities to the committee at their next meeting. She stated that the current WIOA contract was for a one-year period with the option to extend one year. The Committee will need to decide on whether to extend or release a new RFP at the next meeting. She will provide a copy of the current WIOA contract with the Office of Employment and Training prior to the next meeting.

The Committee discussed the agenda for the next meeting. Items will include:

- Ways to cultivate new partners
- Review of the WIOA Youth Contract
- Review of the current expenditure rate of 35%, how was that rate approved and should it be modified.
- Should the Summer Youth Employment Program be handled through an RFP or another way

## **ADJOURNMENT**

The meeting adjourned at 9:52 a.m. The next meeting is scheduled for Wednesday, November 14<sup>th</sup> at 8:30 a.m. in the Park Foundation Conference Room. Future meetings will be held on the 3<sup>rd</sup> Wednesday of the month in the Park Foundation Conference Room.

Minutes prepared by Jennifer Luu.