

Tompkins County Workforce Development Board

Youth Oversight Committee

MINUTES

Wednesday, November 8, 2023

WDB Conference Room, 119 E. Seneca St, Suite 200, Ithaca

Present: K. Shanks-Booth, V. Zeppelin, S. Lester, C. Malcolm

Excused: G. Coicou

Staff: C. Sponn, D. Achilles

Guest: E. Stokes; Ithaca Youth Bureau

Call to Order

Ms. Shanks-Booth called the meeting to order at 8:50 a.m.

Approval of Minutes - October 11, 2023

It was moved by Ms. Zeppelin, seconded by Mr. Malcolm, and unanimously adopted by voice vote of members present to approve the minutes of October 11, 2023.

Service Provider - 2023 SYEP Presentation

Ms. Stokes's presentation is attached.

Financial Update

Ms. Achilles reported that for September 2023 PY22 WIOA Youth expenditures are at 83% of the total allocation compared to September 2022 PY21 which was only 78% expended for the same time period.

Ms. Achilles reported that the September Desk Review for PY22 Out of School expenditures is 75.58% and Youth Work Experience was at 28.03%. The Out of School expenditure at 75.58% is within FOTA requirements due to the State decreasing to 50%. This will be a number moving forward in Program years to watch due to the State increasing back to 75% and the Board has required Service Providers to be at 80%.

Discussion

Youth Employment Resource Team (YERT)

The November meeting will be held at Ithaca Youth Bureau (IYB) and the group is a collection of providers and those interested in serving area youth. Please reach out if you have any suggestions for the group.

Healthcare Expo on November 20th at Ithaca College

Almost 350 youth are expected to attend and the Board is close to reaching the fundraising goal. There are backup plans if funding does not go as planned. It is not expected there will be issues with funding.

Director's Update

MOU Update

Mr. Sponn reported no new updates.

Micron Future Ready Consortium at Le Moyne College (10/18)

Mr. Sponn reported there was a meeting in October at Le Moyne College and committees provided updates on their work. A future meeting is expected early next year.

NYATEP Conference in Syracuse (10/23-10/25)

Mr. Sponn reported the NYATEP Conference was held in Syracuse in late October. MR. Sponn reported that he made several connections. Mr. Sponn plans on visiting other Career Centers for best practices and inviting others to Tompkins County. Eventually Mr. Sponn wants staff to also visit these Career Centers and get to know their staff.

NYSDOL EEO Career Center Visit (11/2)

Mr. Sponn reported that NYSDOL visited the Career Center and was satisfied. They said the Career Center should add a hook near the toilet to accommodate those with disabilities and also add a small table to store toilet paper for those with disabilities. Mr. Sponn was also provided with new signage.

Cayuga Medical Learning Center Initial Meeting (11/12)

Mr. Sponn reported Cayuga Medical will be developing a learning center that involves educational partners. Cayuga Medical will have space for partners to use. At this point it is in the planning stages, but will be happening within a few years.

Communication Specialist Position

Mr. Sponn reported he is reviewing the listing and will be posting soon.

WORC Grant and Strategy for Direct to Work (DTW)

Mr. Sponn reported that at the January Board meeting there will be a presentation about the WORC grant and Direct to Work (DTW). The purpose will be for updates on this grant and to strategize around the coming year.

Adjournment

Ms. Shanks-Booth adjourned the meeting at 09:50 a.m.

Presented by:
Ever Stokes

November 2023

YES

YOUTH EMPLOYMENT SERVICE

SUMMER JOBS PROGRAM

SYEP REVIEW

Youth Employment Service

We are a program of the Ithaca Youth Bureau that has served the community for over 60 years

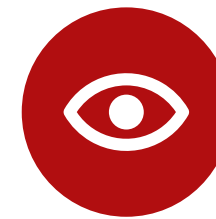
We provide work-readiness education, supported job placements, and peer leadership opportunities for youth in Ithaca and Tompkins County

This year, we welcomed Rane Bullion and Megan Freitag, both former YES Teens themselves, into full-time roles on the team





Our Vision & Mission



Vision

We envision a world in which all teens grow into flourishing adults



Mission

Our mission is to level, clear, and widen the path to flourishing adulthood.



50 YEARS

Summer Jobs Program Timeline



Jan-Feb

Worksite Partners are recruited and submit their position titles and job descriptions. Worksite catalog and application materials are prepared.

March-May

Teens apply and participate in an interview, choosing 3-5 top choices from our worksite catalog. YES Team collects work authorization paperwork, references, and parental authorizations for all teens.

May-June

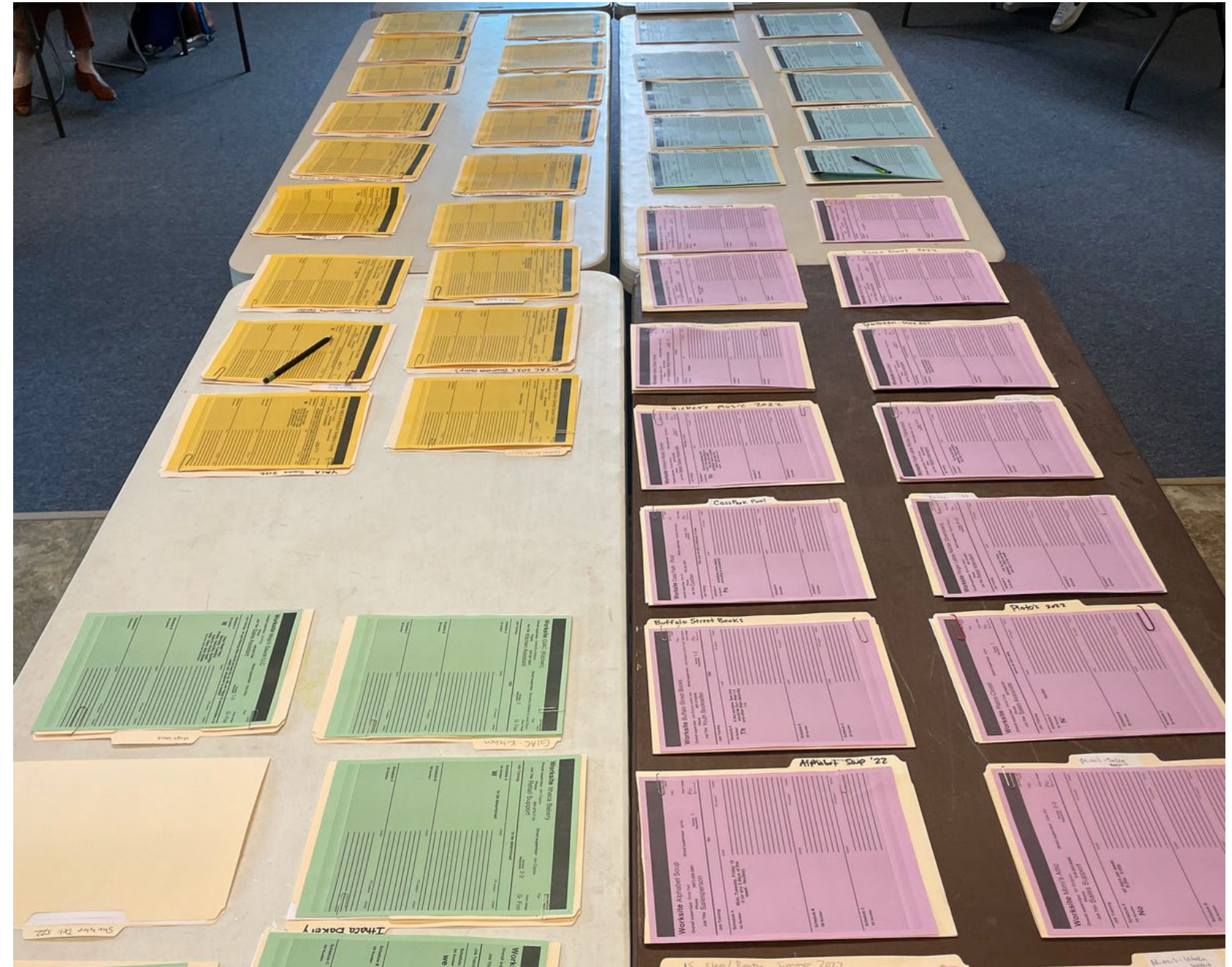
Teens are matched to opportunities, job offers are sent, teens come to the IYB for Orientation & Payroll session, paid Kickstart Training (which includes harassment law and financial literacy).

July-August

Teens work 6-8 weeks, ~120 hours, and receive weekly site visits from YES Staff, two evaluations, ongoing paid workshop opportunities. Teens and supervisors complete an exit survey sharing their feedback.

Equity based Matching

We use information collected via the participant application, interview, and parent/guardian authorization to assess each teen on Personal Match Factors and Structural Inequality Factors. This data is tabulated to create a Priority Match Score. Before our first matching session, we choose a Priority Match threshold that ensures that the 30% of teens with the highest score will be matched to opportunities first.



49% of SYEP participants were prioritized for match using this system

74%

Have two or more
Individual Factors
impacting their
match

94%

Are impacted by
multiple forms of
structural
inequality

49%

Have a
disability

OUR SUMMER

IN NUMBERS

77

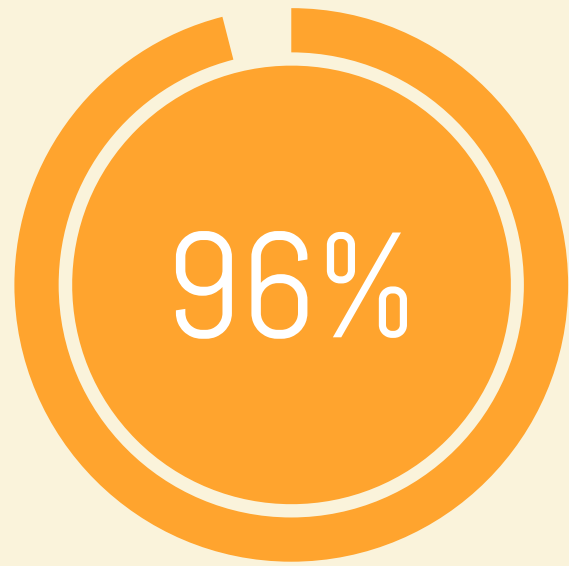
TEENS
HIRED

9.3 K

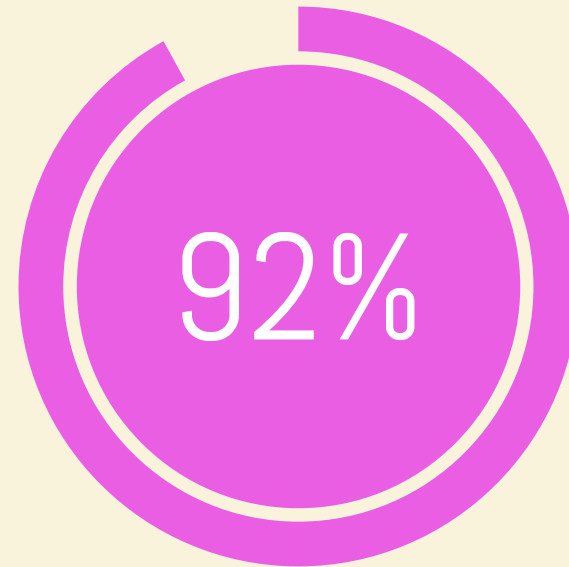
HOURS
WORKED

132 K

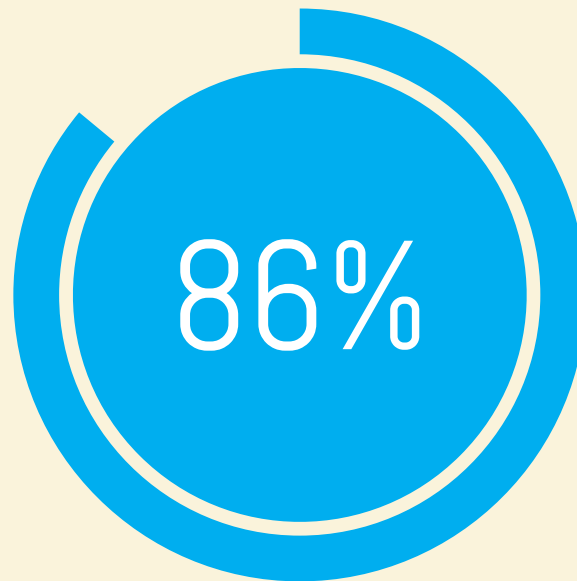
WAGES
EARNED



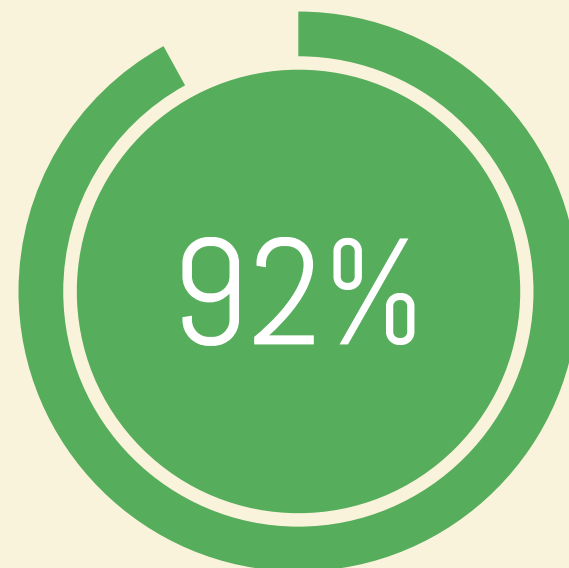
SUCCESSFULLY COMPLETED
THEIR JOB PLACEMENT



IMPROVED THEIR WORK
READINESS SKILLS ON THE JOB



FELT SUPPORTED BY YES
STAFF DURING THEIR JOB
PLACEMENT



FEEL MORE PREPARED TO GET
A JOB ON THEIR OWN AFTER
WORKING WITH YES



IN WORDS



“I learned that trying your best
and giving it your all is what
supervisors are looking for”
- Ehwah





“I think this job was a very good one for me and was exactly what I wanted my summer job to be like. The YES staff gave me all of the support that I needed to be successful in my job.”

- Victor



“My YES Rep was wonderful. He was funny, supportive and kind. He helped me figure things out that I didn't know for my job, and helped me communicate when I felt stuck.”

- Olive

“YES has given me invaluable opportunities these past two summers. The program is something vital to the community in my opinion.”

- Hezekiah



IN PICTURES

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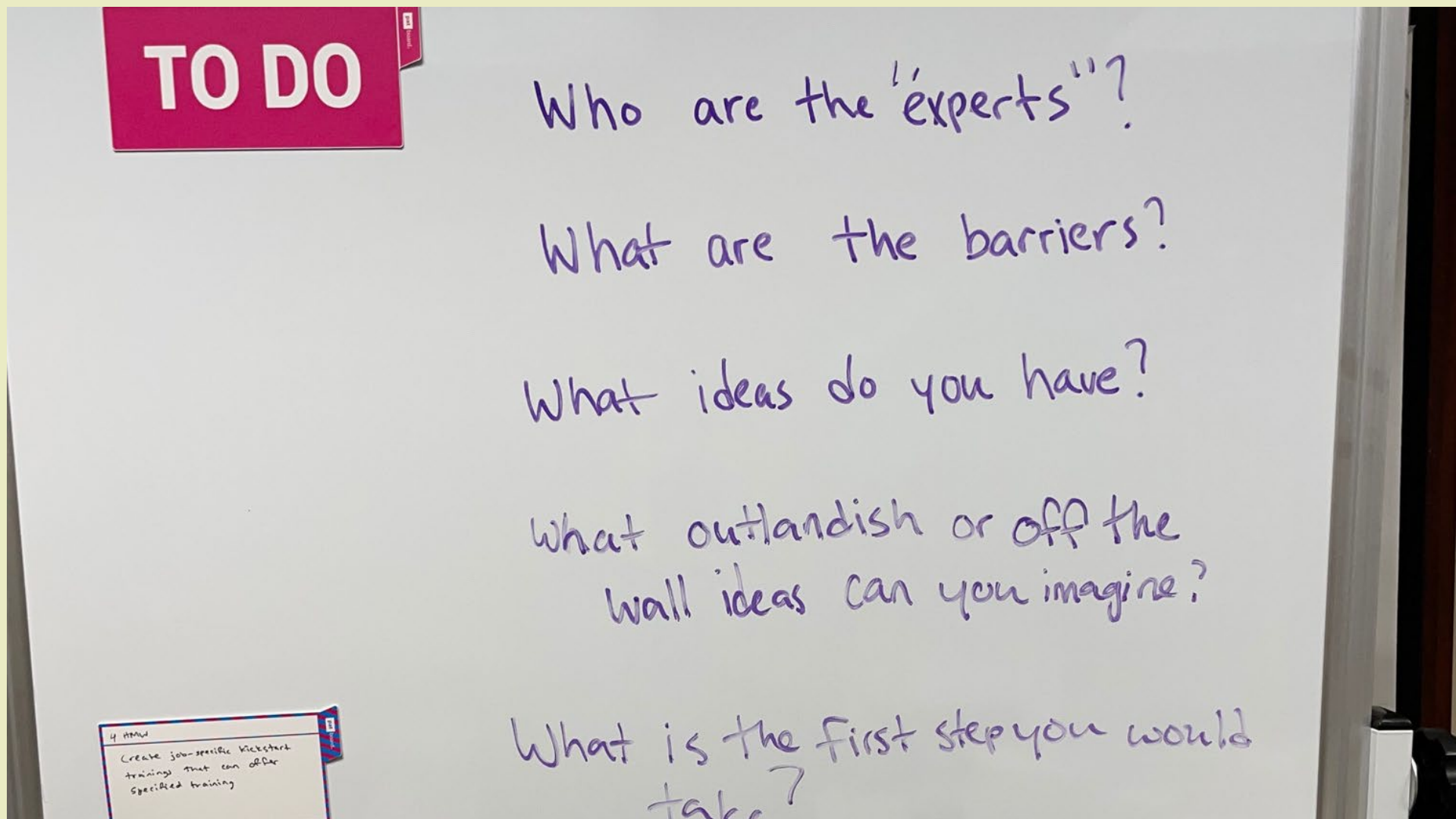






WHAT'S

NEXT?



September 2023 WIOA Youth Financial Report

Description	Allocation	Monthly Cash Expenditures	Total Cash Expenditures	Current Accruals	Total Accrued Expenditures
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PY21 September 2022

WIOA Youth					
Youth-ITA-IS	500	0.00	0.00	0.00	0.00
Youth-ITA-OS	5500	5,400.00	5,400.00	75.00	5,475.00
Youth-Supportive Services-IS	600	0.00	237.00	0.00	237.00
Youth Supportive Services-OS	5000	150.00	1,502.08	28.00	1,530.08
YWE-IS	29300	3,869.03	26,781.42	1,761.82	28,543.24
YWE-OS	65140	7,389.58	62,086.73	3,009.64	65,096.37
Youth-General-IS	62700	6,798.75	45,250.73	2,778.34	48,029.07
Youth-General-OS	148375.63	13,337.62	106,615.88	5,159.91	111,775.79
Budget	317,115.63	36,944.98	247,873.84	12,812.71	260,686.55

78% of total budget was expended for PY21 September 2022

35% of the allocation must be spent on participants - \$110,990.47 overall.

As of September 2022, reports - \$96,007.23 participants (39%) \$151,866.61 (61%) operating expenses of total expenditures

PY 22 September 2023

WIOA Youth					
Youth-ITA-IS	900	0.00	0.00	0.00	0.00
Youth-ITA-OS	34000	0.00	33,390.50	0.00	33,390.50
Youth-Supportive Services-IS	3000	50.00	334.00	0.00	334.00
Youth Supportive Services-OS	900	0.00	0.00	0.00	0.00
YWE-IS	27000	2,324.26	24,959.47	1,485.30	26,444.77
YWE-OS	69100	7,306.67	64,960.95	4,117.75	69,078.70
Youth-General-IS	56100	5,291.44	54,314.02	2,123.60	56,437.62
Youth-General-OS	160033.31	19,042.17	147,237.47	7,916.10	155,153.57
Budget	351,033.31	34,014.54	325,196.41	15,642.75	340,839.16

83% of total allocation was expended for PY22 September 2023

35% of the allocation must be spent on participants - \$122,861.66 overall.

As of September 2022, reports - \$123,644.92 participants (38%) \$201,551.49 (62%) operating expenses of total expenditures

The WIOA Youth Program focuses primarily on out-of-school youth, requiring local areas to expend a minimum of 75% of WIOA youth funds on them. The program includes 14 program elements that are required to be made available to youth participants. WIOA prioritizes work experience through a 20% minimum expenditure rate for the work experience program element.