

Tompkins County Workforce Development Board

Youth Oversight Committee

MINUTES

Monday, December 12, 2022

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

Present: K. Shanks-Booth, V. Zeppelin

Excused: J. Clemons, C. Malcolm, J. Harriott

Staff: R. Avilla, C. Sponn, D. Achilles

Guest: Ms. Stokes

Call to Order

Ms. Shanks-Booth called the meeting to order at 2:08 p.m.

Approval of Minutes - November 16, 2022

Approval of Minutes for November 16, 2022 were deferred to Wednesday, January 11, 2023 due to lack of quorum.

Presentation: Ithaca Youth Bureau 2022 SYEP

Ms. Stokes presentation on the Youth Employment Program is attached.

Financial Update - November 2022

Ms. Achilles reported to the Committee all funds for SYEP have been expended. Office of Employment and Training spent SYEP funding, Ithaca Youth Bureau was contracted for an extra \$1,207.99 that was underspent by Conscious Connection Consulting.

Ms. Achilles reported that once final claim is submitted by Mr. Sponn, we will receive the 4th advance from OTDA and have the Board full allocation.

Ms. Achilles reported that Park Foundation funds have approximately \$24,327.75 in fund remaining without November and December expenses included. Office of Employment and Training underspent by \$5,016.52. The Board is in the process of contracting with Ithaca Youth Bureau for Park Foundation funds in the amount of \$15,486.07. Ms. Achilles reported that Mr. Sponn and Ms. Avila will meet with Ms. Kittel

to ask for an extension to use the balance for 2023 participants that cannot be funded with SYEP.

Updates: WIOA Youth RFP 2023 SYEP RFP 2023

Ms. Avila reported to the Committee the 2023 SYEP RFP will be released on December 16, 2022, with a due date of February 23, 2023, at 2:00 p.m. WIOA Youth RFP will be released November 28, 2022 with a due date of February 9, 2023 at 2:00 p.m.

Ms. Avila reported Friday, January 6th is a public question meeting.

Director's Update

Ms. Avila reported that she has reached out to Mr. Clemons to meet with herself and Mr. Sponn on Committee requirements and attendance. Ms. Avila reported that Mr. Clemons assistant is the only one that can get in touch with him.

Ms. Shanks-Booth would like to be included in the meeting with Mr. Clemons.

Ms. Avila reported that herself and Mr. Sponn will meet with Ms. Kittel regarding the Park Foundation funds and requesting an extension to use the balance toward 2023 SYEP.

Ms. Avila reported that the Board will be down to 2 staff and the research and outreach should be done by the Workforce Development Associate when hired.

Ms. Avila reported that her last day will be Tuesday, December 20, 2022. Mr. Sponn will be the Acting Director.

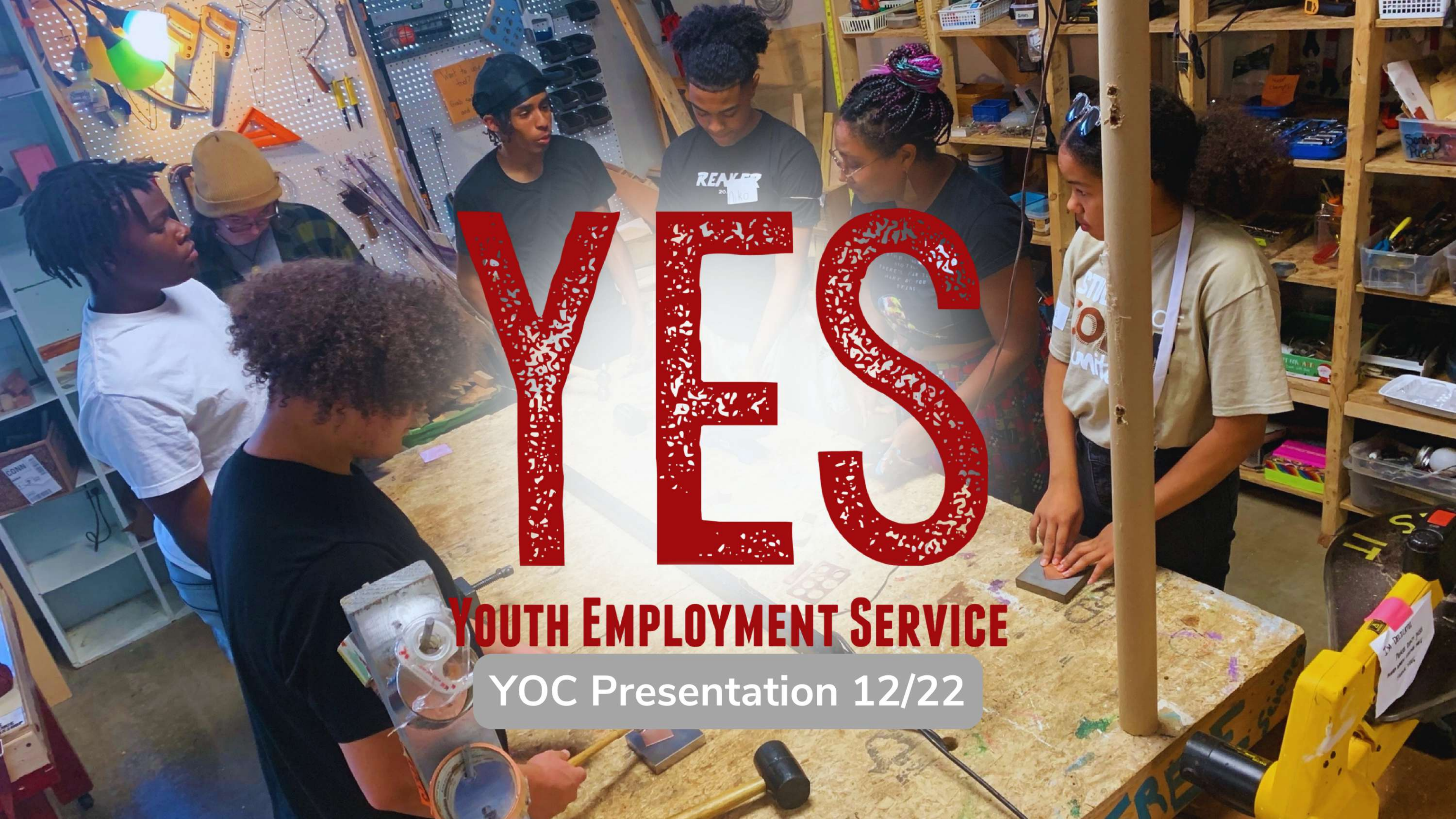
Ms. Avila would like to see a policy in place for new providers on reporting and commitment to SYEP and all providers submit the same claim form.

Ms. Shanks-Booth thanked Ms. Avila for all she has done for the Committee.

Adjournment

Ms. Shanks-Booth adjourned the meeting at 03:08 p.m.

The next meeting is scheduled for January 11, 2023



YES

YOUTH EMPLOYMENT SERVICE

YOC Presentation 12/22



Youth Employment Service

A program of the Ithaca Youth Bureau

Youth Employment Service (YES) has been connecting teens in Ithaca and Tompkins County to job opportunities for over 50 years. We provide work-readiness education, one-on-one coaching and workshops, subsidized job placements, and civic engagement leadership groups for youth in Tompkins County.

Our Vision & Mission



Vision

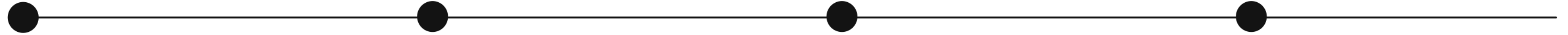
We envision a world in which *all* teens grow into flourishing adults



Mission

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

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

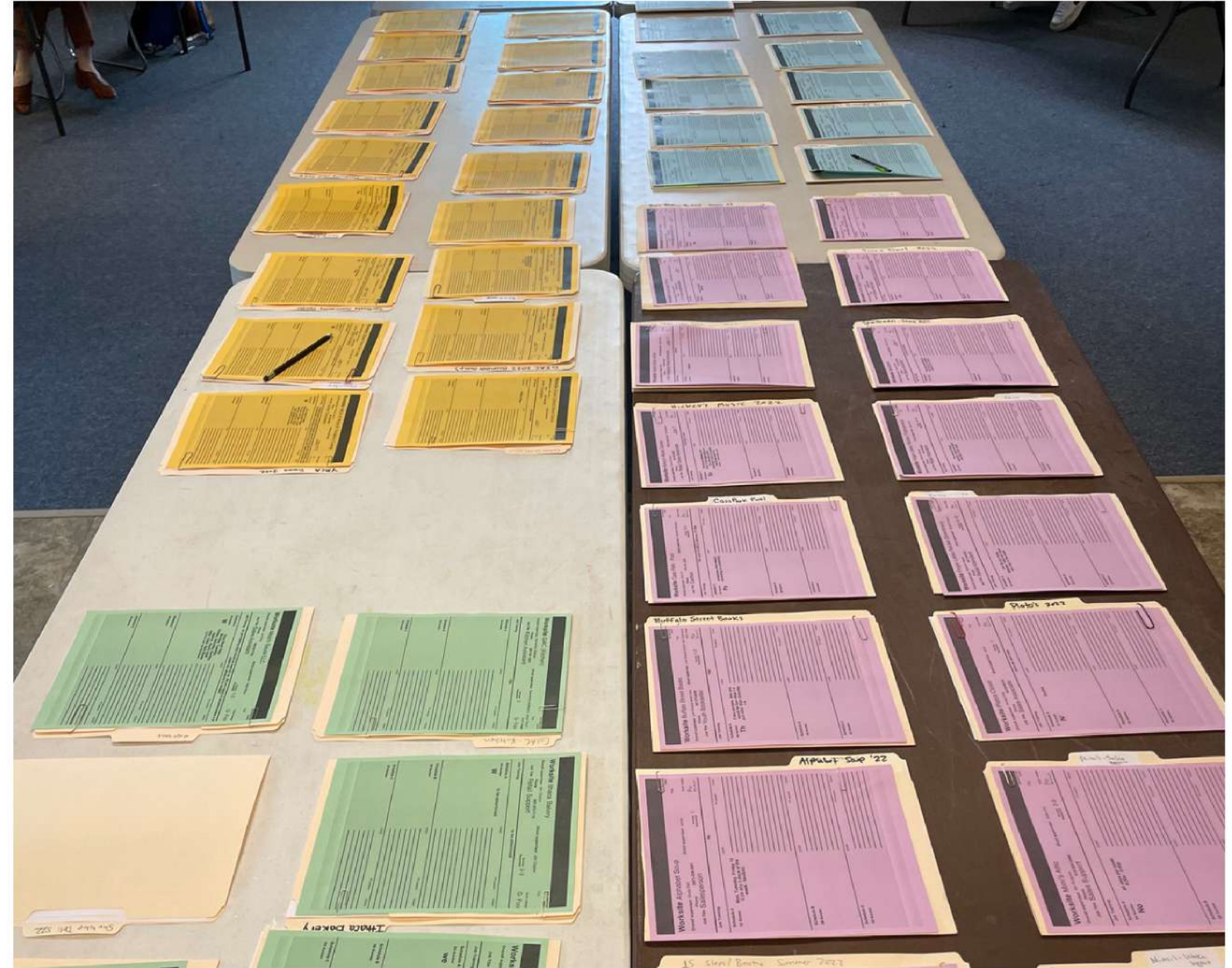
Teens are matched to opportunities, job offers are sent, teens come to the IYB for Orientation & Payroll session, paid Kickstart Training (which includes harassment law and financial literacy).

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.



62% of SYEP participants were prioritized for match using this system

81%

**Have two or more
Individual Factors
impacting their
match**

88%

**Are impacted by
multiple forms of
structural
inequality**

48%

**Have a
disability**

75

SYEP Participants

worked through the YES
Summer Jobs Program

8,790

Hours worked

\$114,457

in earned wages

95%

Successfully completed
their summer job
placement.



84%

Improved work
readiness skills

93%

Felt supported
by YES during
the placement

71%

Feel more
prepared to get a
job on their own



89%

Set a goal to save some of their money at the
beginning of the placement



92%

Reported saving some of their earnings for the
future at the end of the placement



In Pictures



Feedback

**Derek,
Learning Farm** ”

This was great-- I told like five of my friends about YES already

**Kai,
Sciencenter** ”

My YES Rep helped me to figure out skills I needed to work on and the different strengths and challenges I have

Stephanie Hayes, ”
15 Steps

YES Staff are wonderful to work with. I don't know how else to say that I believe we struck gold with working with the YES program.

Challenges

Covid Impacts

**Worksite and Parent
Liaising**

**Balancing support and
privacy**



THANKS

YES

YOUTH EMPLOYMENT SERVICE

Thank you for making it possible for youth in our community to build their strengths, self-knowledge, and financial autonomy through work experience

**Tompkins County Office of Employment Training
Budget Statement
30-Nov-22**

41.6% of yr.

IS/OS Youth information

	Budget	Nov-22	YTD	Balance	YTD % of Budget
Expenditures					
Supportive Services	5,500	0.00	599.99	4900.01	11%
Tuition	15000	0.00	5475.00	9525.00	37%
Participant Wages	85000	8768.41	61272.95	23727.05	72%
Participant Fringe	9,907	1008.37	7046.39	2860.61	71%
Total Expenditures	115,407	9776.78	74394.33	41012.67	64%