

July 12, 2017

YOUTH OVERSIGHT COMMITTEE
8:15 A.M.

**PARK FOUNDATION
CONFERENCE ROOM**

PRESENT: A. Hendrix, I. Burbank, A. Iles, V. Zeppelin, S. Kittel, K. Boardman, T. Brooks, M. Matsudaira

STAFF: J. Mattick, J. Luu, C. Weems

CALL TO ORDER

Ms. Hendrix called the meeting to order at 8:18 a.m., and introductions followed.

APPROVAL OF MINUTES

It was Moved by Ms. Kittel, seconded by Ms. Burbank and unanimously adopted by voice vote of members present to approve the minutes of April 12, and June 13, 2017 as submitted.

TIMELINE FOR UPCOMING ACTIVITIES

Ms. Hendrix stated the Youth Oversight Committee was created in 2015 per the new federal Workforce Innovation and Opportunities Act (WIOA). Prior to its creation, the Youth Employment Council existed. Under the new law the group decided to take a new direction, away from providers of youth employment programs being a part of the group, as they were too closely involved in the RFP process for the youth employment programs that the Committee and the Workforce Development Board have purview over. The Committee oversees the federal WIOA youth funding for a comprehensive year round youth employment program serving youth 16-24 years old. The goal of that program is put youth on track for success and the program must be competitively procured. The last procurement occurred in 2015 and per the contract terms the current provider is on their second one year extension. A new RFP will be released before the end of 2017 for a program to begin July 1, 2018. Total funding for the program is approximately \$315,000 annually.

The Committee also has purview over the State summer youth employment program. That program does not need to be competitively procured but we have made the decision to competitively procure it as well. The Program is operated from May to September each year and there are three providers this summer, the Tompkins County Office of Employment and Training, Challenge Workforce Solutions, and the City of Ithaca Youth Bureau. The RFP for the program is released at the beginning of the year and contracts awarded prior to the May 1st start date. Total funding for this program is also approximately \$315,000 annually.

In addition to awarding the contracts for the two programs, the Committee also provides monitoring and oversight of each program.

YOUTH DATA PROJECT

The youth data project is well underway. The purpose of the project is to better understand who is not currently being served. Focus groups were held and questions asked about employment experiences and the barriers that youth face when seeking employment. A survey was also sent out which contained the same sets of questions. A \$10 gift card was provided to each youth for participating. The most common theme that was heard was regarding transportation and youth not having money to obtain their driver's license, no access to a car or no access to public transportation. Mandy Perrington will be pulling the information and do the coding as well as pulling together the final report.

Ms. Hendrix stated that the group has been discussing whether the individuals who can get through the hurdles to participate in the program, are the correct population to be serving. The example was given that there are some parents in the community that have excellent knowledge of the programs and how to get

their child signed up. Most of the programs operate on a first come, first serve basis and as a result can leave individuals who need more intensive services without access to the program. It was noted that each youth participating in the summer youth employment program must be below 200% of the poverty level to participate and there have been discussions about delving deeper into that population.

Ms. Zeppelin stated that there have been concerns about the youth providers collaborating when they create their proposals. She stated that she does not have an issue with this as long as the Committee's goals are met. Ms. Burbank stated that they cannot be collaborating to the extent that they are deliberately holding themselves back.

Mr. Brooks stated that it is the same group of providers every year and asked if this limits others from applying and are there efforts to get more providers involved.

There was consensus that a more proactive approach is needed to get the message out to more providers.

AUGUST 9, 2017 RETREAT

The retreat is being held August 9th from 8:15-Noon in Park Foundation Board Room. The time will be used to refine goals, define innovation, review the organizations that are currently part of the system, and brainstorm ways to get information out to providers. The time will also be used for the Committee to set priorities outside of the state and federal requirements. A planning meeting will be held with the facilitator prior to the meeting.

SYEP UPDATE

Ms. Weems stated orientation monitoring is complete and all of the sessions went very well. The next two weeks she will be conducting worksite monitoring and will consist of three worksites for each provider. This also includes interviewing both participants and supervisors. File monitoring will be conducted later in July and will consist of a review of 10 files for each provider.

Ms. Mattick stated once monitoring is complete a comprehensive report will be provided to each provider that highlights successes and outlines any corrective actions required. She noted that the orientation included a mandated financial education component which covered setting goals, opening a bank account, etc. She stated that at this point the contracts have been negotiated and are in the signing stage. For those new to group, she explained that it is not uncommon for providers of the summer youth employment program to begin recruiting and start their programming prior to financial allocations being received from the State. She noted that she has not heard whether the State will be monitoring Tompkins County this year.

DIRECTOR'S REPORT

None

OTHER BUSINESS

None

ADJOURNMENT

The meeting adjourned at 9:18 a.m.

Minutes prepared by Jennifer Luu.