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Blood Source

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MDDV, Inc.

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SACRAMENTOWORKS

Regular Meeting of the Sacramento Works Youth Council

Date: Wednesday, May 9, 2012

Time: 8:30 a.m.

Location: SETA Board Room
925 Del Paso Blvd., Suite 100
Sacramento, CA 95815

AGENDA

1. Call to Order/Roll Call
2. Action Item: Approval of the April 11, 2012 Minutes
3. Update on Summer 2012 Plans and Youth Council Initiatives
4. Review of WIA Youth Program Performance
5. Action Item: Approval of Funding Extension Recommendations for the Workforce Investment Act (WIA), Title I, Youth Program, for Program Year 2012-2013
6. Adjournment

Members: Brian Broadway, Paul Castro, Zak Ford, Matt Kelly, Daniel Koen, Philip Moore, Dennis Morin, Martha Penry, Deborah Portela, Maurice Read, Susan Wheeler, David Younger.

Youth Advocates: Tatiana DeLeon and Bunlong Hong

DISTRIBUTION DATE: THURSDAY, MAY 3, 2012

**Regular Meeting of
SACRAMENTO WORKS YOUTH COUNCIL
Minutes**

SETA Board Room
925 Del Paso Blvd.
Sacramento, CA 95815

April 11, 2012
8:30 a.m.

I. **Call to Order/Roll Call:** Mr. Matt Kelly called the meeting to order at 8:30 a.m. Mr. Kelly welcomed new members and asked them to introduce themselves.

→ Susan Wheeler and Zak Ford were welcomed. Ms. Wheeler, SMUD, Coordinator, Education Relations became involved with young people when SMUD participated in the summer youth program last year.

→ Mr. Zak Ford, representing education as a member of the Folsom Cordova Unified School District is also the Mobilization Coordinator for the Central Labor Council.

Members Present: Brian Broadway, Deborah Portela, Matt Kelly, Daniel Koen, Philip Moore, Maurice Read, Susan Wheeler, David Younger

Youth Advocates Present: Tatiana DeLeon (South County Career Center), Bunlong Hong (LaFamilia)

Member Absent: Dennis Morin, Martha Penry

Others Present: Phil Cunningham, Robin Purdy, Christine Welsch, Becky Walton, Marty Araiza, Bina Donde, Lauren Mechals, Kathy Kossick. Terri Carpenter, Narine Danoyan

2. **Action Item:** Approval of the January 11, 2012 Minutes

The minutes were reviewed; no questions or corrections.

Moved/Read, second/Younger, to approve the minutes of the January 11 meeting.

Voice Vote: Unanimous approval.

Mr. Phil Cunningham welcomed new board members. Mr. Cunningham stated that Youth Council members are public officials and are subject to public interest rules. Members may not vote on the provision of services by yourself or an entity you represent or an immediate family member; members must disclose the conflict and recuse yourself. If there is a conflict of interest, members cannot participate in the conversation, discussions or vote; members should leave the room during the discussion. If there is a matter under consideration, funding

matters or considering action, i.e., developing a budget, members need to recuse themselves and do not participate in any way. Board members also have to take AB1234 ethics training.

3. **WIA Youth program overview** – Review of WIA youth program elements, requirements and performance

Ms. Welsch distributed a binder of WIA information. At the May meeting the funding recommendations will be considered for the next year.

Ms. Welsch explained the process for the youth coming into the career centers which is the point of entry for kids entering the program. Generally the first person a youth sees is a universal youth specialist. The youth specialist gives the youth a general overview of the programs and services available. The youth specialists have to serve 440 youth at each career center. The services are not income eligible; they are available to all youth. There are providers at the career centers to help the youth specialist to determine where the youth could be assisted. Income eligible youth are then enrolled into the WIA youth program.

Youth that do not have a high school diploma are given information how to get their diploma or GED.

Ms. Welsch reviewed the funding and the outcomes for the program operators. The Council members asked what percentage of people served are provided remedial services. Ms. Walton replied that in the assessment, staff recommend at least 48 hours of remediation/tutoring before the youth has any other kind of services. This shows they can do the 48 hours and move up the educational level.

Ms. Welsch reviewed the performance for the program operators for the quarter ending March 31. Mr. Younger asked what qualifies for exiting? Ms. Welsch replied that exiting is when the youth achieves their goal. There is a possibility of having a negative exit. New providers are provided extra technical assistance to ensure positive outcomes.

Ms. Lauren Mechels started a Youth Advocate group that meets monthly. This group has been working with Terri Carpenter who reported on the SETA/Sacramento works Facebook page. The group decided that the Facebook page could use some improvement and created an action plan to develop goals. The overall goal is to reach out to youth through Facebook and improve the communication. The goal is to have youth going to the Facebook page to become interested in actually going to the career centers. Ms. Carpenter is working with youth specialists to have pictures and activities posted on the Facebook page.

Ms. Carpenter said that flyers and videos can be posted. The youth specialists will also post things on the Facebook page.

Ms. DeLeon works a lot on Twitter. She thinks every youth career center should have a Facebook page which will then be directed back to Sacramento Works. Ms. Carpenter stated that anything posted on Facebook is automatically posted on Twitter.

Mr. Younger inquired whether youth tend to go to a regular Facebook page or a young adult's Facebook page? Mr. Hong replied that the fact that it is on Facebook is 'cool' and it is a good way for a youth to learn what is going on.

4. **Discussion Item:** Plans for the future - Summer 2012 and proposed new initiatives

Summer - Ms. Becky Walton provided a brief overview of the Summer Jobs 2012 initiative proposed by President Obama and sponsored by the Department of Labor. Ms. Walton also provided an overview of the SMUD summer program for youth targeting several schools including Kennedy High School and Center High School.

Ms. Welsch was approached by a former Youth Council member proposing to do workshops for city hall internship programs. Staff will provide work readiness workshops. Other summer options include the Asian Resources and CSUS summer internships.

Mr. Kelly wants to encourage program operators that have received WIA funds to hire a youth over the summer.

New Initiatives - Ms. Welsch spoke of the previous human services career pathway program that Sacramento Works partnership with the Los Rios Community College District. Ms. Welsch wants to twist the idea and do a pilot program for kids that are in high school and need some help to get them to college. This idea was raised due to the concern that many youth do not have the guidance and access to higher education. This would test the theory that providing ongoing and longer intensive services would benefit the youth. Staff is also concerned about the high risk youth population. The members were in agreement to explore both options.

The Regional Youth Plan was distributed which includes the regional youth goals. The regional Youth Council members will be reviewing the goals at their April 18 meeting. If the regional members concur with the goals, they will be presented to the Youth Council at a future meeting for action.

Mr. Kelly attended the NAWIB meeting and heard a lot of how other areas of the country are trying to engage young people. The WIA will not be reauthorized at

least until after the election. Ms. Kossick reported that staff received the funding allocations for the next year and they are up a little bit; for the next year the programs will be okay.

Ms. Welsch stated that there may be a possibility of distributing another RFP for youth services; this will be decided May 9. Members were reminded that it is important to attend the May 9 meeting to have a quorum.

5. **Adjournment**: The meeting was adjourned at 10:01 a.m.

ITEM 5 – ACTION

APPROVAL OF FUNDING EXTENSION RECOMMENDATIONS FOR THE WORKFORCE INVESTMENT ACT (WIA), TITLE I, YOUTH PROGRAM, FOR PROGRAM YEAR 2012-2013

BACKGROUND:

The Sacramento Works Youth Council's strategic goal is to "Prepare youth to thrive and succeed in the regional workforce by providing relevant work readiness and employment programs and engage regional employers and academia". The Sacramento Works for Youth WIA program is designed to prepare youth to be successful in the local workforce. The Sacramento WIA youth funds are allocated in three categories: Universal and Individualized In-School Youth, and Individualized Out-of-School Youth.

Universal Services:

The Universal Services are delivered via Universal Youth Specialists stationed at the career centers. The services, without regard to eligibility, focus on providing youth with a variety of "youth" friendly services at the one stop career center. The Youth Specialists are liaisons between the Sacramento Works Career Centers, neighborhood resources, academic institutions and the WIA youth services. Youth Specialists conduct outreach and recruitment events and information sessions geared to the needs of local youth. They provide job search assistance and referrals to youth. Youth Specialists do not carry a caseload and are not case managers.

The Universal Services Youth team includes a Youth Advocate who is a former youth program participant assigned to provide assistance to the Youth Specialist. The position of the Youth Advocate is viewed as a career pathway vehicle into the workforce development industry.

Individualized Services:

The In-school and Out-of-School Sacramento Works Youth WIA programs incorporate the following **required WIA Program Elements:**

Improving Academic Achievement

Secondary school completion & drop-out prevention strategies (In-School Youth)

Alternative secondary school services (Out-of-School Youth)

Preparing for & Succeeding in Employment

Occupational skills training

Work Experience / On-the-Job Training directly linked to academic and occupational learning

Supporting Youth Development

Leadership development opportunities

Supportive services

Adult mentoring

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Comprehensive guidance & counseling including alcohol and drug abuse
Follow-up services for one year

In addition, the strategies and principles that guide the Sacramento Works for Youth WIA program include:

- Asset-based - Youth Development approach
- Focus on soft skills to attain and retain employment and academic achievement
- Services to high-risk populations, including youth at risk of or involved in the criminal justice systems and current and emancipating foster youth;
- Youth-related Green strategies
- Career Pathways and/or Service Learning
- Integration of WIA youth program elements in career centers and new program concepts.

Evaluation Process

SETA staff routinely monitors and evaluates the WIA Youth program services and performance. The current WIA program year ends June 30, 2012. Annual performance reports will be completed and ready for review by August 2012.

Areas that are reviewed and addressed include:

- Demonstrated ability to attain of WIA Common Measures, enrollment, training completion and placement goals. Sacramento's current outcomes for the youth common measures are:
 - ⇒ **Placement in Employment or Education – 70%**
Defined as: *Employment, military service, enrolled in post-secondary education and/or advanced training or occupational skills training.*
 - ⇒ **Attainment of Degree Or Certificate - 62%**
Defined as: *Attaining a diploma, GED or certificate*
 - ⇒ **Literacy Or Numeracy Gains – 40%**
Defined as: *Advancing one or more Adult Basic Education (ABE) or English as a Second Language (ESL) functioning levels.*
- SacramentoWorks case management system documentation of services and progress toward goal attainment
- Understanding and adhering to the Youth Council's program design and performance requirements
- Ensuring that targeted challenged communities are served
- Commitment to youth development and a collaborative service delivery
- Staffing infrastructure – ensuring that funded agencies have an adequate staff to participant ratio
- Ability to implement all required program elements.

Meeting performance goals is a continual cause for concern given the economy and target group. Other performance issues include:

- Several programs continue to have challenges meeting enrollment goals. The under-enrollments are of concern given the increased demand for youth services. Although the program and funding year begins in July, several programs did not enroll youth until the third quarter (ending 3/31/12).

The consistent documentation of case management has been a challenge for several programs. Non-documentation of services in the electronic system results in a negative exit and negative performance outcomes.

Available Funding

The attached recommendation is based on the estimate of available funds and current performance

Individualized services	\$2,351.665
Universal Services	572,000
Youth Council Initiatives	<u>60,000</u>
Total	<u>\$2,983,665</u>

Universal Services and Youth Advocates: The Sacramento Works Youth program is well integrated into the One Stop Career Center system helping to make the Sacramento Works Career Center system a youth-friendly system. Staff recommends the continuation of the Youth Specialists out stationed at the career centers at the current funding levels. Additionally, staff recommends the continuation of the Youth Advocates which are “youth” working in the career centers. This demonstrates the ongoing commitment in career pathways and young people entering the workforce development field.

Individualized Services: The attached chart reflects the funding recommendations to provide in-school and out-of-school WIA youth services. The attached recommendations also reflects the proposed Youth Council initiatives focusing on career pathways, serving high-risk youth populations and the high school to college/advanced training concepts.

Youth Council Initiatives:

Outreach to the Community and other Youth Council Initiatives

The Youth Council is reserving \$60,000 for other Youth Council Initiatives including: sponsoring job fairs, community outreach, community college support of Sacramento

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Works for Youth initiative, supporting youth workforce readiness events and youth leadership training. A total of \$10,000 of the \$60,000 will be reserved for the 2012 Career GPS event, and \$5,000 will be reserved to sponsor the Design Build Competition.

RECOMMENDATION:

Review and approve the staff funding recommendation for the WIA, Title I, Youth Program, PY 2012-2013 with the program year beginning July 1, 2012.

Approve with the stipulations attached and that all funding recommendations are subject to satisfactory year-end program performance reviews. Subgrantees that do not meet performance goals and benchmarks will be evaluated in August 2012 and may face deobligation of funds.

WIA YOUTH FUNDING RECOMMENDATIONS 2011

Universal Services			
Provider	# Served	Career Center	
Asian Resources, Inc.	440	Broadway	\$71,500
Crossroads Diversified Services, Inc.	440	Citrus Heights	71,500
Sacramento Chinese Community Service Center, Inc.	440	Franklin	86,500
La Familia Counseling Center, Inc.	440	La Familia	71,500
Sacramento City Unified School District	440	Lemon Hill	71,500
Crossroads Diversified Services, Inc.	440	Rancho Cordova	71,500
Elk Grove Unified School District	440	South County	71,500
Greater Sacramento Urban League	440	Urban League	71,500
SETA	440	Hillsdale	
SETA	440	Mark Sanders	
SETA	220	Galt	
Total	4,620		\$587,000

WIA YOUTH FUNDING RECOMMENDATIONS 2012-13

OUT OF SCHOOL YOUTH		Current(2011) Allocation		2012 Recommendation		Career Center / Area
Provider Name	Amount	Goal to Serve	Cost per	Amount	# served	
Asian Resources, Inc.	\$ 307,160	70	\$ 4,388	\$ 307,160	70	Broadway & Citrus Heights SWCC, Avondale, Citrus Heights, North Sac & South Sac
California Indian Manpower Consortium, Inc.	145,650	30	5,055	126,375	25	All Sacramento County
Elk Grove Unified School District	244,300	70	3,800	190,000	50	South County SWCC - Elk Grove & South Sacramento
La Familia Counseling Center, Inc.	293,940	60	4,899	293,940	60	LFCC SWCC- South & Central Sacramento
North State Building Industry Foundation	160,380	30	5,346	187,110	35	Hillsdale, Urban League & Citrus Heights SWCC - All county
Sacramento City Unified School District	131,950	35	3,770	131,950	35	Lemon Hill SWCC - South and East Sacramento
Subtotal - Out-of-School				\$1,236,535	275	
IN SCHOOL YOUTH			Recommendation		Career Center / Area	
Provider Name			Cost per	Funding	# served	
City of Sacramento – Dept. of Parks & Rec.	\$ 179,450	50	\$ 3,800	\$ 228,000	60	Lemon Hill SWCC & LaFamilia SWCC, City Sacramento (North & South)
Sacramento Chinese Community Service Center	317,520	70	4,536	362,880	80	Franklin SWCC & Hillsdale SWCC - South & North Sacramento
Soil Born Farms Urban Agriculture Project	132,000	22	6,500	130,000	20	Rancho SWCC/Rosemont, Florin-Perkins & Oak Park
Crossroads Diversified Services, Inc.	185,850	50	3,885	194,250	50	Rancho SWCC & Citrus Heights SWCC
Sacramento Works for Youth HS to College/Career Pathways & High Risk Youth (ISY & OSY)				200,000	75	Twin Rivers USD, San Juan USD & North Sacramento
Subtotal - In School				\$ 1,115,130	285	

Total	
Universal Services	\$587,000
Out-of-School Services	1,236,535
In-School Services	1,115,130
Youth Council Initiatives	60,000
Grand Total	\$2,998,665