

M A D E R A C O U N T Y
W O R K F O R C E
I N V E S T M E N T B O A R D

"Committed to a Quality Workforce"

Youth Advisory Council

**December 3, 2008
3:30 p.m.**

Meeting will be held at:

***Madera County Workforce Assistance Center
Executive Conference Room
209 East 7th Street
Madera, CA 93638
(559) 662-4500***

A G E N D A

REASONABLE ACCOMMODATION FOR ANY INDIVIDUAL WITH A DISABILITY Pursuant to the Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990, any individual with a disability who requires reasonable accommodation to attend or participate in a meeting or function of the Madera County Workforce Investment Board, may request assistance by contacting the Senior Administrative Assistant at Madera County Workforce Development Office, 209 E. 7th St., Madera, CA 93638; Telephone 559/662-4589; Fax 559/673-1794.

This agenda and supporting documents relating to the items on this agenda are available through the Madera County Workforce Investment Board website at http://www.maderawac.org/Workforce_Investment_Board/Public_Meetings. These documents are also available at the Madera County Workforce Assistance Center – office of the Executive Director.

1.0 Call to Order

2.0 Public Comment

This time is made available for comment from the public on matters within the Board's jurisdiction. The comment period will be limited to 15 minutes. Each speaker will be limited to 3 minutes and only one speaker per subject matter.

3.0 Introductions and Recognitions

4.0 Consent Calendar

4.1 Approve Youth Advisory Council Meeting Minutes – June 4, 2008

5.0 Action Items

5.1 Approve Request for Proposals (RFP) for Youth Services Provider and Appoint Ad Hoc Review Committee

6.0 Information Items

6.1 New Youth Advisory Council Members

- 6.2 Kings View RSG 2008 Yearbook
- 6.3 2007-2008 Youth Program End of Year Report
- 6.4 Integration Initiative Update
- 6.5 2008-2009 Status Report
- 6.6 Grant and Foundation Funding Information
- 6.7 Budget Information
- 6.8 Presentation by RSG Program Youth Participants

7.0 Written Communication

8.0 Open Discussion/Reports/Information

- 8.1 Committee Members
- 8.2 Staff

9.0 Next Meeting

March 4, 2008

10.0 Adjournment

M A D E R A C O U N T Y
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Youth Advisory Council

June 4, 2008

MINUTES

PRESENT: Debi Bray, Ozzie DeLuna, Sally L. Frazier, Ed.D., Maria Juarez, Harry Nabors, Ernie Perez, Linda Rodriguez, Claudia Romero, Olga Saucedo-Garcia, Rachel Vasquez-Moy

ABSENT: Susan Arteaga, Cyndia Gray, Kathy Lopes, Gwendolyn Palmer, Robyn Smith,

GUEST: Rachel Freeman, Linda Venhaus, Eugene Bell, Mayra Ramirez

OTHERS: Elaine Craig, Tracie Scott-Contreras, Jessica Roche, Nicki Martin

1.0 Call to Order

Meeting called to order at 3:31 p.m. by Vice Chair Harry Nabors

1.1 Pledge of Allegiance

Pledge of Allegiance led by Nicki Martin

2.0 Public Comment

None

3.0 Introductions and Recognitions

Roundtable introduction by Youth Advisory Council members and guests.

4.0 Consent Calendar

4.1 Ratify Youth Advisory Council Minutes, March 5, 2008

Ernie Perez moved to approve Youth Advisory Council minutes, seconded by Maria Juarez. Motion approved unanimously.

5.0 Action Items

5.1 Approve New Member Representing Apprenticeship Programs

Staff requests approval of new member representing apprenticeship programs and forward her nomination to the Workforce Investment Board and the Board of Supervisors for final appointment. Ms. Rachel Freeman has been involved with serving youth for over 28 years. Originally started working with EDD in Fresno as a Youth Specialist; was a former YEOP member; worked with the Sacramento WIB as an administrative manager. She has worked with hard to place youth, corrections department and the youth authority.

Debi Bray moved to approve, seconded by Linda Rodriguez. Motion approved unanimously.

5.2 Approve RSG Program End-of-Year Budget Adjustments

Staff request approval to RSG end of year budget adjustments. As the end of the year approaches, need to align operational adjustment to align with actual expenditures. Staff costs were expended as anticipated. Staff funding is being reallocated to create a new budget line item for Instructional Materials. Items purchased for the Build Your Own Computer class being offered at Madera Center will be purchased from this line item. These materials didn't fit into the Instructional Supplies category. Funds will also be moved into In School Youth paid work experience summer program. Fewer Out of School youth completed the Customer Service Academy course which contributed to the left over funds. The adjustments do not negatively impact direct services to youth.

Sally Frazier moved to approve the end of year budget adjustments, seconded by Maria. Motion approved unanimously.

5.3 Approve RSG Program Budgets July – December 2008

Staff, not having received any allocation guidance from the State, requested an extension of the contract with the intent to let an RFP once guidance was received per WIA mandates. The RSG contract was extended from December 31, 2007 to June 30, 2008. Staff requests approval to enter into budget negotiations for the contract extension for the time period of July 1 to December 31, 2008.

Maria moved to approve budget, seconded by Debi Bray. Motion approved unanimously.

5.4 Consideration of Change in Meeting Dates

At the Youth Advisory Council meeting dated March 5, 2008, Council discussed possible attendance notices for Youth Advisory Council members who did not have satisfactory attendance. Due to poor attendance, frequent meetings were cancelled due to lack of quorum. Council directed staff to contact Council members and establish alternate meeting dates. Staff compiled a matrix with meeting preferences. Matrix was all over the board with no preference established. Directors preferred not to send out attendance letters and asked that any members able to attend notify staff.

Sally Frazier moved to keep the Youth Advisory Council meetings on current day and time, seconded by Maria Juarez. Motion approved unanimously.

6.0 Information Items

6.1 Update on RSG Youth Connect Project

Eugene Bell, Director-RSG, presented information regarding the Youth Connect Project. Youth Connect had its second cohort of students graduate on Wednesday, May 28, 2008. 12 of the 14 students who started to program graduated. All graduating students received computers on Wednesday as well. RSG will have a summer class which will teach students how to build their own computer.

6.2 Invitation to RSG Senior Recognition Ceremony

Eugene Bell extended an invitation to the Council for the RSG graduation scheduled to take place on June 9, 2008 at the Frank Bergon Center. 25 RSG youth will graduate. Youth Council Member Claudia Romero is among the graduates. The event will be catered with. Please RSVP to Bonnie Harding if you wish to attend.

6.3 Update on Reauthorization and 2008-2009 Budget

Staff has not received any new information on reauthorization and do not expect any new developments until after the Presidential election and the seating of a new Congress. Program received a small increase for the first time in 5 years. This may be due to value being place in the Workforce Development system because of the economy and due to some misinformation that was clarified to Congress. In an effort to demonstrate how many people are serviced by our One Stops, Madera will begin it' integrated services delivery model beginning July 1, 2008. Under this model, everyone who

enters the One Stop will be enrolled. The One Stop will concentrate on providing skills enhancement per employer needs and requests.

6.4 Recruitment for New Youth Advisory Council Membership

Staff asked that Council members provide assistance in recruiting new members to the council. Please let staff know if you have anyone in mind. Staff will contact any potential members. Currently, the Youth Advisory Council is mandated under WIA. Currently, it has been recommended that the Youth Councils be done away with. Local WIBs can continue to operate Youth Councils if they so choose despite mandate.

7.0 Written Communication

Jessica Roche, Fiscal Manager, provided hand outs illustrating the current budget status. Everything is going well.

8.0 Open Discussion/Reports/Information

8.1 Committee Members

Council Member Sally L. Frazier reported that Pioneer Technical Center will be having graduation in the evening. 41 students will be graduating. Pioneer Technical Center is a charter school that was supported by the Youth Advisory Council at its inception. Sally also reported that Ozzie Deluna has been accepted into the Doctoral Program at Fresno State. Ozzie was 1 of 12 selected to enroll in the program.

8.2 Staff

Elaine reported that she and WIB Director Sally L. Frazier attended a Madera Compact meeting where a discussion regarding a possible Retail program may be set up at Madera South. This program would need sponsorship. This may be a positive project for the Youth Advisory Council to support. Compact members were asked to contact the school program director for more information such as a business plan. A small committee is being formed. Elaine would like to join the committee to represent the Youth Council in order to be able to gather information and bring back to the Council and possibly arrange for a presentation at a future meeting. The program currently has a grant for \$250,000 and needs to match it for a total of \$500,000.

9.0 Next Meeting

September 3, 2008 – 3:30 p.m.

10.0 Adjournment

Meeting adjourned at 4:24 p.m.

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Youth Advisory Council

Agenda Item 5.1

Consent

Action

Information

TO: Madera County Workforce Investment Board, Youth Advisory Committee

FROM: Elaine Craig, Executive Director
Workforce Investment Board

DATE: December 3, 2008

SUBJECT: Approve Request for Proposals (RFP) for Youth Services Provider & Appoint Ad-hoc Review Committee

Recommendation:

The Madera County Workforce Investment Board Youth Advisory Council approve the release of a Request for Proposals for youth services for the three-year period beginning July 1, 2009, and appoint an ad-hoc committee of Youth Advisory Council directors to review and rate the proposals received.

Summary:

The Workforce Investment Act requires that youth services in each local area be competitively procured. The last formal RFP process was completed in for program years 2006-2008, with subsequent extensions to the current youth service provider contracts. Staff is requesting the approval of the release of a Request for Proposals, following ratification of this action by the Workforce Investment Board, and the appointment of an Ad-hoc Committee of Youth Advisory Council directors to serve at the readers and raters of all proposals received. The scores and rankings of all responsive proposals received will be brought to the Youth Advisory Council for funding recommendations. Those recommendations would then be forwarded to the Workforce Investment Board for final funding approval.

Financing:

Workforce Investment Act of 1998