

**WORKFORCE CONNECTIONS
YOUTH COUNCIL
MINUTES**

**August 13, 2014
11:00 a.m.**

*Workforce Connections
6330 W. Charleston Blvd., Ste. 150
Bronze Conference Room
Las Vegas, NV 89146*

Members Present

Sonja Holloway	Dan Rose	Vida Chan Lin (phone)	Willie J. Fields
Stavan Corbett	Lt. Jack Owen	Mujahid Ramadan	Jack Martin

Members Absent

Tommy Rowe	Debbie Tomasetti	Rudee Bagsby
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Staff Present

Ardell Galbreth	Heather DeSart	Suzanne Potter	Jim Kostecki
Ricardo Villalobos	Brett Miller	Clentine January	Shawonda Nance

Others Present

Jeramey Pickett, Nevada Partners, Inc.	Chelsea Patow, Nevada Partners, Inc.
Fabian King, Jr., Youth Advocate Program	Brenda Maqueda, Youth Advocate Program
Denise Gee, HELP of Southern Nevada	Helicia Thomas, GNJ Family Life Center
Nield Montgomery, The Learning Center	Steve Gibson, WISS
Neosha Smith, Youth Advocate Program	Sharon Morales, LCCCF
Loyd Platson, Nye Communities Coalition	Kristi Siegmund, Goodwill of Southern Nevada
Tenesha McCulloch, Goodwill of Southern Nevada	Stacey Bostwick, So. NV Regional Housing Authority
Jocelyn Hernandez, Youth Advocate Program	Stacy Smith, Nye Communities Coalition
Dr. Tiffany Tyler, Nevada Partners, Inc.	Will Reed, HELP of Southern Nevada
Liberty Leavitt, CCSD Partnership	

It should be noted that all attendees may not be listed above.

1. Call to order, confirmation of posting and roll call

The meeting was called to order at 11:06 a.m. by Chair Sonja Holloway. Staff confirmed the meeting had been properly posted in accordance with the Nevada Open Meeting Law. Roll call was taken and a quorum was present.

2. DISCUSSION AND POSSIBLE ACTION: Approve the Agenda with inclusions of any emergency items and deletion of any items

A motion to approve the agenda as presented was made by Lt. Jack Owen and seconded by Dan Rose. Motion carried.

3. FIRST PUBLIC COMMENT SESSION:

Sharon Morales, Assistant Director, Latin Chamber of Commerce Community Foundation introduced two youth participants Melinda Gross and Kire Hopkins who shared about their experience with the WIA Out-of-School Youth Program. Melinda is pursuing a career in the dental field. Kire is enrolled in college and works part-time.

Chair Holloway welcomed new Youth Council member John “Jack” Martin, Director, Clark County Department of Juvenile Justice Services.

4. DISCUSSION AND POSSIBLE ACTION: Approve the Youth Council minutes of June 11, 2014

Chair Holloway presented the Youth Council minutes of June 11, 2014 provided on page 6 – 10 of the agenda packet.

A motion was made to approve the Youth Council minutes of June 11, 2014 by Willie J. Fields and seconded by Mujahid Ramadan. Motion carried.

5. INFORMATION: Youth Funded Partners Performance Report

Brett Miller, Manager/Strategic Planning & Analysis provided an overview of the Common Measures Snapshot PY13 Preliminary & Future Quarter Progress report as of June 30, 2014 included in the agenda packet on page 12 and 13. Mr. Miller noted one provider, Southern Nevada Children First, included in the “Other” category. Brief discussion ensued regarding the varying cost per youth per training.

6. INFORMATION: PY2013 Summary of Monitoring Findings

Ricardo Villalobos, Director/Workforce Development Programs presented the updated PY 2013 Monitoring – Summary of Findings. Mr. Villalobos noted that many findings have been closed and a good amount will be closed by the end of September and agreed that none of the findings were of major concern, other than those that are still questionable/disallowed costs that have not been paid back. Discussion ensued regarding the monitoring process. An individual monitoring summary for Youth Advocate Program, Olive Crest, Goodwill of Southern Nevada, HELP of Southern Nevada, Southern Nevada Regional Housing Authority, GNJ Family Life Center, Nevada Partners, Inc., NyE Communities Coalition, and Lincoln County School District is included in the agenda packet on 15 – 26.

Stavan Corbett recommended that future reports include the dates of the actual monitoring and timelines for follow up; Mr. Villalobos concurred.

7. INFORMATION: Awards & Expenditures Report – Monthly Update

Jim Kostecki, Manager/Financial Services presented the Awards & Expenditures Report through June 30, 2014 provided on page 28 of the agenda packet. Remaining funds have been recaptured and factored into new contracts.

Mr. Corbett recommended developing a projection chart showing expenditure trends for youth activities (summer school, work experience, training, etc.).

8. INFORMATION: Youth Funding Plan – Monthly Update

Jim Kostecki presented the Youth Funding Plan provided on page 30 of the agenda packet. The report shows a remaining balance of \$265,535 (.14 months). Mr. Villalobos requested input from the Youth Council regarding what focus staff should take to address the needs of the community, such as releasing an RFP targeting a specific industry and/or population.

9. DISCUSSION AND POSSIBLE ACTION: Approve staff’s recommendation to amend Southern Nevada Regional Housing Authority’s In- and Out-of-School PY2012 contract for an additional year in an amount not to exceed \$400,000 in order to serve a minimum of 140 new youth for the contract period October 1, 2014 to September 30, 2015

Chair Holloway read the agenda item. Ricardo Villalobos provided background.

Jack Martin disclosed his relationship as Director of Clark County Department of Juvenile Justice Services and abstained from discussion and voting.

Stacey Bostwick, Acting Resident Program Coordinator, SNRHA addressed questions from the Youth Council. Ms. Bostwick reported that SNRHA serves over 30,000 households in the Las Vegas Valley who are recipients of some kind of subsidized housing program. SNRHA’s WIA program serves in-school and out-of-school youth who have dropped out of high school, are struggling to graduate, and/or face other barriers. SNRHA focuses on two main job sectors, Tourism/Gaming/Entertainment and IT/Business both of which align with the Governor’s Sector Councils. Regarding expenditures (currently at 70%), Ms. Bostwick

stated that SNRHA should be fully expended at the end of the contract, except potentially in the area of supportive services, which they have not had a huge need for.

Mujahid Ramadan stated that the Literacy and Numeracy performance measure (43%) is low for a program that serves an incarcerated population. Ramadan commented that the Youth Council is missing an opportunity to receive valuable information from Jack Martin in this matter due to disclosure and abstention requirements. Heather DeSart, Deputy Executive Director replied that the performance measures are mandated by the Department of Labor and negotiated at the State level and the Literacy and Numeracy measure was increased from 29% to 43%. Ms. DeSart further stated that higher performance measures can be negotiated in the Funded Partners' contracts. Discussion ensued.

Southern Nevada Regional Housing Authority's (SNRHA) program summary is included in the agenda packet on page 32.

A motion to approve staff's recommendation to amend Southern Nevada Regional Housing Authority's In- and Out-of-School PY2012 contract for an additional year in an amount not to exceed \$400,000 in order to serve a minimum of 140 new youth for the contract period October 1, 2014 to September 30, 2015 was made by Staven Corbett and seconded by Vida Chan Lin. Jack Martin abstained. Motion carried.

10. DISCUSSION AND POSSIBLE ACTION: Approve staff's recommendation to amend Youth Advocate Program's In- and Out-of-School Re-entry Youth PY2013 contract for an additional year in an amount not to exceed \$300,000 in order to serve a minimum of 100 new youth for the contract period October 1, 2014 to September 30, 2015

Chair Holloway read the agenda item. Ricardo Villalobos provided background. Youth Advocate Program (YAP) has achieved 50% in the Attainment of Degree or Certificate measure; 42% in Placement in Education or Employment; and 26% in Literacy and Numeracy Gain. YAP's program summary is provided in the agenda packet on page 34.

Chair Holloway requested a YAP representative to briefly speak about how YAP plans to increase its performance outcomes, particularly with the Literacy and Numeracy Gains measure. Nyeri Richards, Program Director/WIA reported that YAP has implemented an onsite tutoring program and performs one-on-one tutoring with youth who are credit deficient to increase the Literacy and Numeracy Gains measure. To increase the Placement in Education or Employment measure, YAP extended its work readiness program from eight weeks to ten weeks and holds a career day on Fridays where the youth meet and greet with employers from different trades, and to increase the Attainment of Degree or Certificate measure, YAP works closely with Caliente Youth Camp and is having the Educational Counselor to its facility to perform GED and HiSET tutoring individually with the youth until they graduate. Ms. Richards stated that their clients require a lot of assistance as many of them are at a first to third grade level in literacy and numeracy. Discussion ensued.

A motion to approve staff's recommendation to amend Youth Advocate Program's In- and Out-of-School Re-entry Youth PY2013 contract for an additional year in an amount not to exceed \$300,000 in order to serve a minimum of 100 new youth for the contract period October 1, 2014 to September 30, 2015 was made by Lt. Jack Owen and seconded by Dan Rose. Jack Martin abstained. Motion carried.

11. DISCUSSION AND POSSIBLE ACTION: Approve staff's recommendation to amend GNJ Family Life Center's Out-of-School Youth PY2013 contract for an additional year in an amount not to exceed \$720,000 in order to serve a minimum of 100 new youth for the contract period October 1, 2014 to September 30, 2015

Chair Holloway read the agenda item. Ricardo Villalobos provided background. GNJ Family Life Center's program summary is included in the agenda packet on page 36.

Chair Holloway requested Helicia Thomas, GNJ Family Life Center to speak about performance. Ms. Thomas stated that GNJ's attainment numbers appear to be low due to the 146 transfer files received in January 2014 for clients that had mostly met performance prior to the transfer. Ms. Thomas reported that since the June 30th performance report, an additional eight youth passed the HiSET, 25 youth had literacy/numeracy gains, 55 youth still have time to increase in this measure, and 28 youth will enter the

attainment of employment and/or education measure upon exiting the program. Ms. Thomas stated that GNJ will expend approximately 90% of their contract award by September 30th.

A motion to approve staff's recommendation to amend GNJ Family Life Center's Out-of-School Youth PY2013 contract for an additional year in an amount not to exceed \$720,000 in order to serve a minimum of 100 new youth for the contract period October 1, 2014 to September 30, 2015 was made by Stavan Corbett and seconded by Vida Chan Lin. Motion carried.

12. DISCUSSION AND POSSIBLE ACTION: Approve staff's recommendation to amend HELP of Southern Nevada's Out-of-School Youth PY2013 contract for an additional year in an amount not to exceed \$660,000 in order to serve a minimum of 220 new youth for the contract period October 1, 2014 to September 30, 2015

Chair Holloway read the agenda item. Ricardo Villalobos provided background. HELP of Southern Nevada's program summary is included in the agenda packet on page 38.

Chair Holloway requested Denise Gee, HELP of Southern Nevada to speak about HELP's expenditures. Ms. Gee stated that HELP also received a significant number of transfer files and was only able to provide a small number of them (approximately 60-80) with a work experience and/or an occupational skills training. Ms. Gee stated that every effort is being made to expend all of the funding, however she anticipates that a small amount will be unspent at the end of the contract.

A motion to approve staff's recommendation to amend HELP of Southern Nevada's Out-of-School Youth PY2013 contract for an additional year in an amount not to exceed \$660,000 in order to serve a minimum of 220 new youth for the contract period October 1, 2014 to September 30, 2015 was made by Mujahid Ramadan and seconded by Dan Rose. Motion carried.

13. INFORMATION: Nye Communities Coalition Youth Presentation

Loyd Platson, Nye Communities Coalition presented a PowerPoint presentation featuring the Youth W.E.R.K.S program. A copy of the presentation is provided in the agenda packet on page 40 – 46. Following the presentation, two youth participants, Tanner Davis and Dallas Kelly shared about their experience with the program. Mr. Davis, a father of two children, obtained his GED, participated in a work experience at the district attorney's office and is now employed at the Nye County Clerk's Office. Mr. Davis wants to pursue a career as an attorney. Ms. Kelly entered the program at 16 years as a homeless teen parent. Since joining the program, Ms. Kelly obtained her GED and High School Diploma and works at the hospital as a Certified Nurse's Assistant. Ms. Kelly will be attending college in the spring studying to become a Registered Nurse in Radiology.

Jack Martin congratulated both youth for making positive changes in their lives and for their accomplishments as young parents.

14. INFORMATION: Workforce Innovation and Opportunities Act (WIOA) Update

Ricardo Villalobos presented information regarding the Workforce Innovation and Opportunities Act provided in the agenda packet on page 48 – 51 and highlighted the following:

- WIOA requires 75 percent of youth funding to support *out-of-school youth*, of which 20 percent is prioritized for work-based activities
- Provides youth with disabilities the services and support they need to be successful in competitive employment, and
- Focuses youth program services on *out-of-school youth*, high school dropout recovery efforts, and attainment of recognized postsecondary credentials
- Income eligibility includes Free and Reduced Lunch for in-school youth
- Removes income eligibility requirements for most *out-of-school youth* and raises the eligible age to 16 through 24; *out-of-school youth* living in an Enterprise community automatically eligible

Mr. Villalobos stated that the current youth system as a whole (Graduate Advocate Initiative, Juvenile Justice/Caliente) will be significantly impacted with less youth funding (25%) to support in-school youth programs and requested the Youth Council to consider where its future focus should be.

15. INFORMATION: Director's Report ~ Ricardo Villalobos, Director – Workforce Development Programs

Ricardo Villalobos announced upcoming event featuring motivational speaker James Chapman who will speak about best practices for serving youth and achieving positive outcomes for WIA youth programs. The event will take place at Workforce Connections on Friday, August 22nd from 9:00 a.m. to 2:00 p.m.

16. SECOND PUBLIC COMMENT SESSION

Jeremy Pickett, Director of Youth Programs, Nevada Partners, Inc. reported that the first cohort of nine youth recently completed a workshop and intensive training with Studio 11 Production Company to earn a Production Assistant certification through the film and production industry that is nationally recognized. A video of the recognition ceremony will be presented to the Youth Council at a future meeting.

Will Reed, WIA Programs Manager, HELP of Southern Nevada reported on HELP's early enrollment process that began in August to early enroll youth at the GAI high schools. Yesterday, at Workforce Connections, HELP early enrolled 16 youth from Bonanza High School and last week at their facility HELP early enrolled 15 youth from Del Sol and Chaparral High Schools. HELP is looking to continue the early enrollment process to identify youth before school starts so youth can immediately begin receiving services when the program starts on October 1st.

Liberty Leavitt introduced herself as the new Graduate Advocate Coordinator for CCSD's Partnership Office. Ms. Leavitt will replace Debbie Tomasetti and serve on the Youth Council.

17. INFORMATION: Youth Council Member Comments

Jack Martin echoed Mr. Corbett's earlier comments regarding a growth model for literacy and numeracy gains and noted that illiteracy increases the likelihood of youth entering the adult system, which is an estimated \$2,000,000 lifetime cost. The correctional system's growth model believes that youth should be increasing three levels. Mr. Martin wants to ensure Juvenile Justice Services is collaborating well with Workforce Connections and the funded partners to do its part in the educational process and asked to be notified if this is not the case in any of the correctional facilities.

18. ACTION: Adjournment

A motion was made to adjourn the meeting at 12:53 p.m. by Mujahid Ramadan and seconded by Lt. Jack Owen. Motion carried.