

**SOUTHERN NEVADA WORKFORCE INVESTMENT BOARD
YOUTH COUNCIL
AGENDA**

Wednesday, April 22, 2009

1:30 p.m.

SNWIB Meeting Room

7251 West Lake Mead

Las Vegas, NV 89128

This meeting has been properly noticed and posted in the following locations:

City of North Las Vegas, 2200 Civic Center Dr., North Las Vegas, NV
Esmeralda County Courthouse, 233 Crook Street, Goldfield, NV
Henderson City Hall, 240 Water Street, Henderson, NV
City Hall, Boulder City, 401 California Ave., Boulder City, NV
Southern Nevada Workforce Investment Board, 1127 S. Rancho Drive, Las Vegas, NV
Nevada JobConnect, 3405 S. Maryland Pkwy., Las Vegas, NV
Nye County School District, 484 S. West St., Pahrump, NV
Pahrump Chamber of Commerce, 1302 S. Highway 160, Pahrump, NV

This Agenda is also available on the Southern Nevada Workforce Investment Board internet website at www.SNWIB.org.

NOTE: All items listed on this agenda are for action by the Youth Council unless otherwise noted. Action may consist of any of the following: approve, deny, condition, hold or table.

COMMENTARY BY THE GENERAL PUBLIC

According to Nevada's Open Meeting Law, it is the Youth Council's discretion to take Public Comment during any other time other than during a Public Hearing or during the Public Comment Session. In all other instances, a citizen may speak on any matter before the Youth Council for consideration, after receiving recognition and consent of the Chair. Public Comment will be limited to three minutes. If any member of the Youth Council wishes to extend the length of a presentation, this will be done by the Chair, or the Youth Council by majority vote.

If you wish to speak on a matter not posted on the agenda, you may do this during the Public Comment Session. Please clearly state your name and address – please spell your name for the record and limit your comments to no more than three minutes. No vote may be taken on any matter not listed on the posted agenda.

YOUTH COUNCIL MEMBERS: KIRBY BURGESS, JAMES CHANEY, BILL ENGLISH, KATHLEEN FROSINI, SONJA HOLLOWAY, KEN LOBENE - CHAIR, TANYA MANNING, ELOIZA MARTINEZ – VICE CHAIR, CHARLES PERRY, MUJAHID RAMADAN, MARGARITA REBOLLAL, DANIEL ROSE, GABRIEL LOPEZ, MARK EDGEL, TRAVIS BUCHANON, DANA WIGGINS, AND LASHAE THOMAS

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AGENDA

1. CALL TO ORDER
2. ROLL CALL
3. APPROVAL OF MEETING MINUTES: March 26, 2009..... 1
4. APPROVAL OF AGENDA with the inclusion of any Emergency Items and deletion of any items..... 6
5. RECOMMENDATION: Discussion and possible action to negotiate and execute Youth Contracts funded with ARRA Youth Stimulus for Caliente Youth Camp (State Department of Children and Family Services) in the amount of \$80,944, Lincoln County in the amount of \$30,000, Spring Mountain Youth Camp (Clark County) in the amount of \$147,580
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6. INFORMATION: Year Round Youth Contract Performance.....9
7. INFORMATION: Update on Summer Program Implementation.....10
8. INFORMATION: Updates from Youth Council Members.....11
9. Citizen Participation
10. Adjournment

**SOUTHERN NEVADA WORKFORCE INVESTMENT BOARD
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AGENDA: Approval of minutes for the meeting of March 26, 2009

PETITIONER: Dianne Tracy, SNWIB Staff

RECOMMENDATION: That the Southern Nevada Workforce Investment Board Youth Council review and approve the minutes of March 26, 2009 meeting as presented or with any noted corrections.

Respectfully submitted,

**Agenda Item 3
April 22, 2009**

MINUTES
SOUTHERN NEVADA WORKFORCE INVESTMENT BOARD
BOARD DEVELOPMENT
YOUTH COUNCIL
March 26, 2009

Members Present

Ken LoBene, Chair
Kirby Burgess
James Chaney
Chanda Cook (via telephone)
Bill English
Dana Wiggins

Sonja Holloway
Tanya Manning
Eloiza Martinez
Mujahid Ramadan
Margarita Rebolal

Members Absent

Charles Perry
Dan Rose
LaShae Thomas

Staff Present

John Ball, Executive Director
Rosie Boulware
Kelly Henwood

Dianne Tracy
Heather DeSart
Tom Dang

Others Present

Helicia Thomas, GNJ
Bishop James Rogers, GNJ
Anthony Snowden

(It should be noted that not all attendees may be listed above)

Agenda Item 1 – Call to Order, Roll Call

After a roll call, a quorum was confirmed. The meeting was called to order by Chairman, Ken LoBene. Staff confirmed the meeting had been properly noted and posted in accordance with the Nevada Open Meeting Law.

Agenda Item 2 - Approval of Agenda with the Inclusion of any Emergency Items and deletion of any Items

Motion was made to approve the agenda by Margarita Rebolal and seconded by Eloiza Martinez. Motion carried.

Agenda Item 3 – Approval of meeting minutes of February 26, 2009

Motion was made to approve the minutes with no noted corrections by Margarita Rebolal and seconded by Eloiza Martinez. Motion carried.

Agenda Item 4 – Welcome: New Youth Council members appointed by the WIB

Ken LoBene, Chair welcomed the three (3) new members joining the Youth Council:

Mark Edgel, Training Director, SN Laborers 872 Training;
Travis Buchanan, Atty.;
Dana Wiggins, Labor Relations Director

Agenda Item 5 – That the Youth Council recommends to the Southern Nevada Workforce Investment Board revisions to the Local Youth Eligibility Definition for WIA to include: Not work ready (for Economic Stimulus purposes).

Kelly Henwood, Youth Systems & Policy Director, presented the Youth Eligibility and income guidelines for youth eligibility WIA services. The Youth Council recommends to the Southern Nevada Workforce Investment Board revisions to the Local Youth Eligibility Definition for WIA to include: Not work ready (for *Economic Stimulus purposes*). The definition shall be incorporated into the Local Workforce Investment Area Plan and replaces SNWIB General Policies and Procedures – 3.0r Eligibility for WIA Title I Services.

A motion was made to accept the recommendation from the Youth Council by Eloiza Martinez and seconded by Margarita Rebolal. Motion carried.

Agenda Item 8 – That the Youth Council discuss and make contract recommendations to the Southern Nevada Workforce Investment Board regarding youth contracts as a result of the Request for Interest for concept papers.

Mr. LoBene, Chair stated that the funding availability is contingent upon SNWIB budget approval by the State Board of Examiners on April 14, 2009. The amount of ARRA Youth funds available for services in the Southern Nevada local workforce is approximately \$3.3 million the majority of which will be obligated and expended between spring of 2009 and September 2009. Noted that the ARRA Summer Program Funding is for youth activities, including summer employment for youth, will be directed towards youth ages 14-24 years of age which meet WIA eligibility requirements, and will be required to meet the mandated outcome “work readiness” skills attainment. Also noted that the timeline was expedient, Youth RFI released March 6, 2009, Information Session was March 13, 2009, RFI Proposal submission due March 20, 2009 (4pm), Results of RFI presented to SNWIB Governance, March 26, 2009 and an Anticipated Contract Start Date of April 15, 2009 (funds will be allocated through WIA formula dollars to the State of Nevada DETR and then to SNWIB).

Ms. Henwood presented an overview of the matrix for the concept papers and thanked the team of reviewers that participated in the evaluation process. 18 agencies were selected and the performance outcomes accountability and tracking will be based on “work readiness” attainment will be the primary federally mandated performance indicator for participants in the summer programming.

A motion to accept the youth contracts as a result of the Request for Interest for concept papers was made by Margarita Rebolal and seconded by Dana Wiggins. Motion passed. Noted that James Chaney did not vote on this agenda item.

Agenda Item 9 – That the Youth Council discuss and recommend to the Southern Nevada Workforce Investment board a contract with Clark County Summer Business Institute funded in the amount of \$874,954. This includes ARRA Youth Stimulus in an estimated \$56,104 SNWIB WIA Title I Youth in an estimated amount of \$66,250, and State of Nevada Governor’s Reserve funds in an estimated amount of \$752,600. These funds are contingent upon funds allocation from DETR to SNWIB.

Discussion ensued regarding the contract with the Clark County Summer Business Institute and the funding availability that is contingent upon SNWIB budget approval by the State Board of Examiners on April 14, 2009. SNWIB staff disseminated additional budgetary materials for review and discussion. David Jefferson, Finance Manager, presented the ARRA Revenue and Services Summary for the Youth Stimulus in the amount of \$4,517,790 and the allocation breakdown with the caveat that this is a 2-year stimulus package.

A motion was made to accept the recommendation by the Youth Council for a contract with Clark County Summer Business Institute funded in the amount of \$874,954. To include ARRA Youth Stimulus in an

estimated \$56,104 SNWIB WIA Title I Youth in an estimated amount of \$66,250, and State of Nevada Governor's Reserve funds in an estimated amount of \$752,600 contingent upon funds allocation from DETR to SNWIB by Eloiza Martinez and seconded by Dana Wiggins. Motion passed.

Agenda Item 10 – That the Youth Council recommend to the Southern Nevada Workforce Investment Board to allocate an additional \$85,000 for the PY'08 GNJ Transition Youth Contract due to the increased costs incurred during the transition process. This contract total amount would be increased from \$200,000 to \$285,000.

Discussion ensued regarding the allocation of additional funds in the amount of \$85,000 for the PY'08 GNJ Transition Youth Contract that incurred an increase during the transition process. Kelly Henwood stated that GNJ did not apply for funding through the last RFP process and had a significant number of youth that are currently being served that would not transition well to a new provider and could potentially still meet performance outcomes. SNWIB engaged in a transition contract and through the process there was additional staff work that needed to be completed in terms of case analysis for which young people transition resulting in additional costs incurred.

A motion was moved for an additional \$85,000 for the PY'08 GNJ Transition Youth Contract due to the increased cost incurred during the transition process by James Chaney and seconded by Kirby Burgess. Dana Wiggins requested to amend the motion to require a report to show what the additional \$85,000 is actually going to do for the SNWIB. The recommendation was then revised to state, "That the Youth Council recommends to the Southern Nevada Workforce Investment Board the allocated additional \$85,000 for the PY'08 GNJ Transition Youth Contract. Additionally, the Youth Council would request a report that details what GNJ is doing for the additional \$85,000 and transition activities. The motion was moved by James Chaney and seconded by Dana Wiggins. Motion passed.

Agenda Item 6 – Information: Youth Service Providers Contracts Updates

Ms. Henwood provided information on progress of the contractors. With the challenges in retrieving data from the NJCOS (performance management data base), SNWIB is in the process of a performance enhancement project through technical assistance with the US DOL to assist the service providers with managing performance (not just track) of program designs offered to youth and to get the youth to the outcomes that SNWIB is obligated under the US DOL. A matrix was disseminated and reviewed illustrating the contracts with GNJ Family Life Center, Help of Southern Nevada and Nevada Partners, Inc. Ms. Henwood stated that Nevada Partners has 2 contracts; a transition contract through September 30th and a year-round contract that was awarded through the procurement process that cannot separate out the youth within the contract for reporting purposes. The matrix also includes number of new youth, number of active youth (combination of carryin), and new enrollments for this contract year and the number of youth exited since October 1, 2008.

Performance measures are addressed from one quarter up to 12 months from the time that youth exit the program. The SNWIB has no way to address real-time data and there is a new reporting function that Ted Watkins from the State is investigating and with that reporting interface would provide access to new reporting. Also included in the matrix is the 3 common measures, list of services and activities (including the 10 WIA elements), and characteristics.

Mr. LoBene stated that with 138 youth in work experience the number appears low and should be addressed in the next contract phase.

Ms. Rebollal queried two areas; that on the next report there be included ethnicity and sex of youth participating in the program and more detail on the average cost per youth.

Agenda Item 7 – Information: updates from Youth Council Members

Mr. LoBene addressed the new neighborhood stabilization program funds that will be awarded to the communities effective April 1, 2009 with an approximate amount of \$62 million and a significant portion will be for rehab properties. He stated that there have been requests from each community to submit a hiring component. Las Vegas and Clark County will receive approximately \$10 million for upgrades of facilities and to ramp up their Section 3 requirements to hire more youth from the communities to create a positive impact. Weatherization, Green Technology, retro-fitting, public housing, assisted housing will also have a significant amount of monies available.

Mujahid Ramadan spoke on his participation at the National Workforce Investment Board meeting held on March 7 – 10, 2009 and noted no participants from the Youth Council. He also encouraged participation and engagement in these meetings.

Agenda Item 11 – Citizen participation

Anthony Snowden, community citizen, spoke on the participant numbers and interest in the community on the Economic Stimulus package and the necessity incumbent upon the Board and Youth Council to participate in the opportunities available. He placed emphasis on a model, community based funding, zip codes targeted and more aggressive neighborhood outreach.

Helicia Thomas, Chief Operations Officer, GNJ Family Life Center regarding the summer stimulus youth employment program, GNJ has successfully served youth in Southern Nevada assisting them in increasing their basic math and reading skills, assisted in acquiring work readiness skills and employment. In addition, GNJ has assisted over 500 youth in summer job opportunities. GNJ has mastered WIA eligibility, and WIA regulations process. During the last Youth Council meeting there was discussion on urgency, efficiency and transparency and because there is an understanding of the nature of the youth that qualify for this type of funding, GNJ did not wait to receive funding. GNJ contacted employer partners in the community and volunteers and developed a recruitment strategic plan to ensure outreach. As a result of the efforts in determining pre-eligibility and certain demographics (age 14-24, zip codes, income requirements), over 500 youth have been prescreened and expressed interest in the summer employment opportunity. GNJ is not looking for funding to supplant its agency, but have proposed to serve 440 youth in a work experience, work readiness program to increase basic skills with a cost per participant of \$2200. Because there is a large population of individuals who have language barriers and/or ESL, GNJ has partnered with the Academy of Human Development to ensure that all youth have equal access to the funding and provide the availability to be placed in the summer work experience. It is disheartening that we were not considered.

Bishop James, GNJ Family Life Center noted that they did not participate in the last funding cycle because of some of the systems that were in place that impacted the organization and would have caused hardship with and for GNJ and would not have been able to effectively and efficiently serve the population. Bishop James extended his appreciation to the 18 participating agencies that are being considered to receive the funding, but “you do not throw out the babe with the bath water”. Bishop James expressed his concern that the funding would be effectively and efficiently utilized by known organizations that have proven track records in serving youth in the community.

Ron Hilke, WISS, under the stimulus funding the age and eligibility for youth services has increased to age 24 and the board might want to consider the effect this could have on young veterans; young men and women coming off active duty and are eligible for youth services.

Agenda Item 7 - Adjournment

Meeting adjourned at 10:45 a.m.

**SOUTHERN NEVADA WORKFORCE INVESTMENT BOARD
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AGENDA: Approval of Agenda

PETITIONER: Kelly Henwood, SNWIB Staff

RECOMMENDATION: That the Southern Nevada Workforce Investment Board Youth Council review and approve the agenda as presented or with any noted corrections.

Respectfully submitted,

**Agenda Item 4
April 22, 2009**

**SOUTHERN NEVADA WORKFORCE INVESTMENT BOARD
YOUTH COUNCIL
AGENDA**

AGENDA: RECOMMENDATION: Discussion and possible action to negotiate and execute Youth Contracts funded with ARRA Youth Stimulus.

PETITIONER: Kelly Henwood, SNWIB Staff

RECOMMENDATION: That the Southern Nevada Workforce Investment Board Youth Council discuss and take possible action to recommend the negotiation and execution of Youth Contracts funded with ARRA Youth Stimulus for: Caliente Youth Camp (State Department of Children and Family Services) in the amount of \$80,944, Lincoln County in the amount of \$30,000, Spring Mountain Youth Camp (Clark County) in the amount of \$147,580.

The Youth Council will discuss and consider contract recommendations to the Southern Nevada Workforce Investment Board regarding Clark County, Lincoln County and the State Department of Children and Family services.

Background

Caliente Youth Camp: will include summer programming for youth living at the juvenile justice youth camp during the period of summer from May 1, 2009 to September 30, 2009. Programming will include vocational training, instruction, and hourly paid, work experience to 32 youth.

Campus Maintenance/Horticulture Crew: Eight youth (8) will take part in a variety of campus beautification projects. Youth will work directly with an assigned direct care staff supervisor, the C.O. Bastian Horticulture Instructor, and the Facility Supervisor (physical plant and maintenance supervisor) to improve the general appearance of the campus, replace existing shrubbery and plants with desert landscaping, and building a variety of rock/stone structures. Instruction will be provided on workplace and equipment safety, general landscaping techniques, as well as landscaping and horticulture compatible to the region. The students will participate in the program for approximately 5 hours per day, 5 days per week for 10 weeks.

State Parks Work Crew (Construction trades): Up to eight (8) students will help maintain as well as enhance local parks. Program components include instruction in workplace safety, proper use of tools and equipment, landscaping, painting, etc. Work experience and projects have in the past included projects such as building retaining walls, rehabilitation of buildings and residences, building informational kiosks, debris removal and landscaping.

Culinary Arts Program: Sixteen (16) youth will be provided with instruction and paid work experience assisting with CYC Food Service in the preparation and serving of meals, as well as receive additional instruction specific to culinary arts. This shall include intensive instruction on food preparation and presentation, introduction to diverse cuisines, skill marketability in the hospitality industry, and personal work ethic and interaction.

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Spring Mountain: Services will include job readiness instruction, work experience for a total of 78 youth living at Spring Mountain Youth Camp operated by Clark County Department of Juvenile Services. Youth will be provided with subsidized, hourly work based learning opportunities in the culinary or forestry vocational programming.

Year-round re-entry services at Caliente and Spring Mountain have also been discussed past the period of summer. Any subsequent contract will be brought to the Youth Council for consideration as part of PY 09 Contract recommendations.

Lincoln County: A projected number of 5-10 youth shall be served for the period of summer. This will include job readiness training and internships/work experiences at the Lincoln County and possible with the school district. Lincoln County is in the process of exploring possibilities for a summer program: what activities could be offered, staffing and capacity for numbers of youth. There has been initial discussion of utilizing Adult and Youth WIA Title I formula funds as well as Summer ARRA funding to support a full time workforce staff position to plan such activities. Educational connections to College of Southern Nevada (CSN) Lincoln County satellite are also being explored.

Respectfully submitted,

**Agenda Item 5
April 22, 2009**

**SOUTHERN NEVADA WORKFORCE INVESTMENT BOARD
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AGENDA: INFORMATION: Year Round Youth Contract Performance.

PETITIONER: Kelly Henwood, SNWIB Staff

RECOMMENDATION: None

Staff will share an update regarding current WIA funded Youth Providers and any performance information available.

Respectfully submitted,

**Agenda Item 6
April 22, 2009**

**SOUTHERN NEVADA WORKFORCE INVESTMENT BOARD
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AGENDA: INFORMATION: Update on Summer Program Implementation.

PETITIONER: Kelly Henwood, SNWIB Staff

RECOMMENDATION: None

Staff will provide an update on ARRA Summer implementation activities. A summary includes the following:

Contracts:

- The Youth Council and WIB selected 18 programs for funding through the Summer Stimulus RFI process, approved 3/26.
- Three additional contracts will be recommended to the Youth Council and WIB for Summer ARRA at their April meetings (these are for Lincoln County, Caliente and Spring Mountain Youth Camps)
- Contracts shall have a term of April 15th - September 30th.
- We project over 1300 youth served between ARRA funds and SBI contract during the summer.

Summer Program Operational Functions:

- SNWIB will be centralizing certification of WIA eligibility and data entry for summer programs. This will include the required individual participant WIA reporting elements.
- SNWIB is waiting on a data/fiscal reporting guidance letter from DOL to know more what data elements will be required.
- Recent draft guidance on summer has been issued by DETR and will be discussed for clarity on Monday, April 19th.
- A series of contractor trainings will be offered at the beginning of May and into June on program and fiscal requirements. The first shall be April 29th.

Contract language and operational policies:

- Contract Assurances and Certifications have been drafted and should be complete by early in the week of the 19th.
- Operational Policies are being drafted with revisions in order to streamline for youth program implementation. These will be brought to the Youth Council at an upcoming future meeting.

Staffing

- Summer staff are being hired for the centralized data entry and certification process. In addition, to assist with connecting the 17 Clark county contracts with CCSD summer school contract to coordinate these activities and the acquisition of academic and work experience credit for Summer ARRA youth participants.
- A professional services agreement for staffing support is being recommended to the WIB with NVPEF for intermediary support to coordinate credit acquisition, both academic and work experience credit from CCSD and the 17 youth providers offering services in Clark County.

Communication:

- Summer Youth Press Release: DETR has offered to assist to craft a press release regarding youth stimulus. We hope to put this out with support/quotes from Reid, WIB/Youth Council leadership sometime in the next week.

Respectfully submitted,

**Agenda Item 7
April 22, 2009**

**SOUTHERN NEVADA WORKFORCE INVESTMENT BOARD
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AGENDA: INFORMATION: Updates from Youth Council Members
PETITIONER: Kelly Henwood, SNWIB Staff
RECOMMENDATION: None

Youth Council members who wish to share information about relevant youth activities affecting the region.

Respectfully submitted,

**Agenda Item 8
April 22, 2009**