

## Youth Council (YC)

*date* Monday, June 27, 2016  
*time* 3:30p – 5:00p  
*place* San Diego Workforce Partnership, 3910 University Ave. San Diego, CA  
Julie Benedict Community Room, 3rd Floor

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### Welcome & Introductions

- Jared Aaker – Chair

### Action Items

- Minutes of the May 23<sup>rd</sup> meeting (Jared Aaker – Page 2)
- YC governance, bylaws, and membership (Sandy McBrayer – Page 5)

### Information Items

- Introductory Life Sciences Experience (ILSE) - (Biocom Institute – Page 6)
- Looking ahead – SDWP Youth Programs in PY 16/17 (SDWP staff - Page 7)

### Adjournment

- Next meeting – August 29, 2016 - 3:30pm

**PUBLIC COMMENT:** members of the public may address the Youth Council on issues on this agenda (three minutes per subject). To speak, submit a “Request to Speak” form prior to the meeting. In compliance with the Americans with Disabilities Act, the SDWP will provide accommodations to persons who require assistance. If you require assistance, please call (619) 228-2900.

# Item #1: Minutes of the May 23, 2016 Youth Council Meeting

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## Members Present

Jared Aaker  
Alejandra Aceves  
Erica Bouris  
Tinesia Conwright

Lorraine Fernandez  
Matt Kriz  
Rosa Ana Lozada  
Sandra McBrayer

Ruth Salcido  
Louis Song  
Marlene Taylor  
Heather Whitley-Quinn

## Members Absent

Ed Abeyta  
Rickey Laster

All reports, memoranda and letters contained in the agenda or distributed at the meeting shall by this reference become part of the original minutes.

The meeting was called to order by Jared Aaker , at 3:35pm, at SDWP, with a quorum.

## Public Comment

None

## The following items were discussed and approved on the agenda:

1-05/23/2016 - Item 1 **Minutes of the April 27, 2016 Youth Council Meeting**  
*Unanimous (McBrayer/Taylor)*

2-05/23/2016 - Item 2 **Program Funding for Foster Youth**

Sara Fox introduced the item. Staff discussed that performance has been brought within each of the items. Some contractors will be on corrective action. Marlene Taylor asked if the staff felt confident in the data. Ms. Fox responded that the data presented is accurate in the items. Staff are working with contractors to troubleshoot any data entry errors.

SDWP is recommending funding for Access, South Bay Community Services (SBCS), and San Pasqual Academy (Access) to operate in-school and out-of-school WIOA services for foster youth - amounts are listed in Figure 1. Ms. Fox noted that South Bay Community Services will be placed on corrective action for placement and attainment (noted in figures 3 and 4). Willie Wallace commented on the past performance of SBCS and the overall effect of Foster Youth programs - which is impacting the performance outcomes. Staff noted that they are looking at third quarter performance reports to see improvements in trends and will bring back to the Youth Council any recommendation of de-obligation of funds. Sandy McBrayer asked to

see what Technical Assistance has been provided if this item returns to the Youth Council.

*Unanimous (McBrayer/Kriz)*

3-05/23/2016 - Item 3

### **Program Funding for Youth Re-Engagement Center**

Sara Fox introduced the item. Ms. Fox discussed issues with data entry and struggles with program partners, as well as the technical assistance around the corrective action performance for Urban League. Many youth closed out of the system after a 90-day no service - based on data not being entered in CalJOBS. Moving forward, staff is providing data entry assistance to Urban League and will look at the youth exiting in third quarter.

Al Abdullah, COO, presented on behalf of Urban League. Mr. Abdullah talked about that Urban League has pulled data entry from sub-contracting and brought it in-house. He also stated ownership of underperforming and asked the board for more time to improve the measures. Mr. Abdullah noted an approximate 10% increase in performance in recent weeks due to assigning two Urban League to case management and data entry.

Approval with amendment to the recommendation: One quarter of funding pending performance reported at the August 31, 2016

*Unanimous (McBrayer/Fernandez)*

*Recuse - Lozada/Whitley-Quinn*

4-05/23/2016- Item 4

### **Program Funding for Contract Close-Out and Follow-Up Services**

Sara Fox introduced the item. Figure 1 notes the funding for follow-up services per provider based on discussion with each provider individually. The Youth Council would like to see all technical assistance given to providers in corrective action when bringing third quarter performance. Youth Council members would also like clarification on the process for reporting performance and placing contractors in corrective action. Rosa Ana Lozada thanked the Youth Council for being diligent in requesting more information on this item at the previous meeting and that staff responded to their requests.

*Unanimous (Lozada/Taylor)*

*Recuse - Bouris/Whitley-Quinn*

5-05/23/2016 - Item 5

### **Youth Council Bylaws**

Sandy McBrayer introduced the item. The Governance work group began the process of looking at the membership structure and wanted to ensure that we identify businesses that with hire young people and

brainstormed who would be engaged in our youth and programs - including Starbucks and Chipotle, who are willing to support and hire. The work group also wanted to mirror the Workforce Development Board and make the group smaller and more defined. A draft of the changes bylaws was emailed to members on April 24<sup>th</sup>.

Some modifications to the draft were discussed in section 3 including: changing the roster count between 13-18 members, adding up to four businesses instead of five, move Adult Basic Education to within the Community College category, remove Business Associations and include those members in the business category.

All those who are interested in serving on the new Youth Council would be asked to submit an application and make a recommendation to the Workforce Development Board by an independent panel of WDB members and previous Youth Council members.

Section 4.4 states that the YC chair would serve on the WDB as a non-voting member. Marlene Taylor noted the importance of a Youth voice on the WDB and recommend the chair/co-chair be a business member who can vote. Ms. McBrayer noted that a voting member would need to be a business member in order to fill the seats on the WDB. Heather Whitley-Quinn stated she was concerned that it limits who can be the chair/co-chair. Jared Aaker noted it would be challenging to find a business person to serve. Erica Bouris also stated concerns about limiting the person to a business member who could provide good leadership and good understanding of the Youth issues brought from the Youth Council to WDB.

Approve the bylaws with changes noted in section 3.2 and 4.4.

*Unanimous (McBrayer/Fernandez)*

*Abstain - Lozada/Aceves*

## **Adjournment**

The meeting was adjourned at 5:17pm

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Crystal Gunter, Meeting Secretary

## **Item #2:** YC Governance, Bylaws, and Membership

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### **RECOMMENDATION**

That the Youth Council continue to operate under the current bylaws and membership structure, and to renew all terms of members and officers (chair and vice-chair) until further action by the Workforce Development Board.

### **BACKGROUND**

At the May 23<sup>rd</sup> Youth Council meeting, the YC Governance work group brought forth changes to the Youth Council bylaws, which were approved by the YC on May 23<sup>rd</sup> and moved forward to the June 16<sup>th</sup> WDB meeting.

The WDB voted to refer the YC bylaws item to the WDB executive committee as part of the new WDBs work to understand and align the role and function of the WDBs various committees, including the YC, Adult Programs Committee, audit/finance committee, and executive committee. The WDB executive committee will be formed at the July WDB meeting and will take up the item shortly after.

As part of the motion, the WDB authorized the YC to continue to operate under its current membership and structure until further WDB action and requested to learn more about the APC and YC at its July meeting.

WDB members reaffirmed the importance of the YC's work and the importance to have community experts discussing and advising SDWP's youth funding and programs.

**Item #3:** BIOCUM Institute, Introductory Life Sciences Experience (ILSE) Presentation

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**INFORMATIONAL ITEM – NO ACTION REQUIRED**

The BIOCUM team will present on the Introductory Life Sciences Experience (ILSE) pilot program.

**BACKGROUND**

In September 2015, the Youth Council approved \$275,000 in funding for BIOCUM Institute to operate the ILSE pilot program for out-of-school youth ages 17-21. The period of performance is October 1, 2015 through June 30, 2017.

ILSE will serve up to forty (40) out-of-school youth ages 17-24 in San Diego County through the following activities:

- Educational services with Miramar College
  - Biology 134 - Introduction to Biotechnology, and
  - Biology 277 - Biotechnology Service Learning
- Attainment - Certificate of Completion will be issued by San Diego Miramar College and Southern California Biotechnology Center (SCBC)
- Work readiness - which includes the ACT National Career Readiness Certificate provided through San Diego Miramar College and a Strong Interest Inventory
- Work experience - approximately 120 hours working in the biotechnology and life sciences sectors
- Youth development activities - including financial literacy with the San Diego Financial Literacy Center
- SDWP also provides direct funding to coordinate transportation to and from Miramar College and to scheduled industry site visits

The ILSE program operates under the same requirements for performance as all other WIOA youth programs, including target enrollments, attainments and placements. As of June 2016, BIOCUM has enrolled 13 participants out of a projected 20. BIOCUM will enroll 28 more youth for the second cohort, to reach their goal of 40 total youth enrolled. A total of 11 participants received an attainment for completing the first cohort at Miramar College. Placements will come after the youth complete their internship and finish program goals.

## **Item #4:** Looking Ahead - SDWP Youth Programs in PY 16/17

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### **INFORMATIONAL ITEM – NO ACTION REQUIRED**

SDWP staff will facilitate a discussion with the YC about the direction of SDWP youth services including:

1. Overview of the size and scope of Opportunity Youth unemployment in San Diego County (Andy Hall);
2. Efforts to integrate WIOA funded programs, Connect2Careers, and other SDWP youth programs to create a single youth employment system and brand in San Diego County (Sara Fox and Karmin Noar); and
3. 2-minute lightning talks from PY 16/17 youth providers for YC members to meet the providers and briefly learn about their programs.