

YOUTH OVERSIGHT COMMITTEE

January 16, 2019

8:30 A.M.

WDB Conf. Room

PRESENT: V. Zeppelin, B. Nugent, S. Kittel; T. Watts; T. Geisenhof

EXCUSED: I. Burbank

STAFF: J. Mattick, S. Alvord

CALL TO ORDER

Ms. Kittel called the meeting to order at 8:38 a.m.

APPROVAL OF MINUTES

The minutes of November 14, 2018 were deferred to February 2019.

There being no quorum for the December 19, 2018 meeting there are no minutes for approval.

WIOA YOUTH - FEDERAL PERFORMANCE MEASURES

Ms. Mattick provided information on the WIOA performance measures.

Ms. Mattick clarified that WIOA outlines the performance measures and then we negotiate with the state regarding the standard the programs need to meet. There are a couple of areas that we have more control over locally such as what percent of the money must be spent on in school vs. out of school beyond the required no more than 25% of money may be spent on In School. Tompkins County follows 20:80 formula to ensure that we are reaching those with highest need and to give us a buffer for the required no 25%.

Ms. Kittel raised question as to how this data informs us as opposed to what information we would like to know. Discussion revolved around data not demonstrating who *needs* services (total youth population), just who *is* receiving services (participants we get vs. potential pool of eligible youth). Ms. Mattick suggested that we could compare benchmark numbers with amount of funding allocated per participant and compare further with like-funded regions. M

Ms. Mattick stated that the measures of performance are good indicators of how well people are being served. Additional reports from contractor would be helpful (avg. earnings/hour, avg. hours/week, etc.). As a committee, once standards are set, we can look at monitoring how those needs are being met. Ms. Mattick reminded the committee that we are responsible for ensuring that the contractor meets the federal performance measures. There are fiscal and program impacts if we do not meet the federal measures.

Questions raised by the committee: What are our aspirations? How will we know we've gotten there? How do we match these aspirations to meet the needs of targeted population? How are we setting goals? Are we meeting the individual needs and interests of youth? What is counted as a "service provided"? How are we recruiting, engaging and retaining youth? These questions shaped discussion around the specific items to be addressed by Job Link in quarterly update.

QUARTERLY JOB LINK UPDATE – SPECIFIC QUESTIONS, ITEMS TO ADDRESS

Will highlight and discuss following areas with Job Link; not requesting any data at this time:

- **Recruitment:** outreach activities (# of evening & weekend outreach, # of agency presentations, # of unique community partners ...)
- **Entry:** # of new enrollees; goal setting and assessment
- **Retention** (reflection of quality of program): level of individual participation, # of

workshops participated in, review of individuals with low engagement for revision of strategy/plan, identification of causes of low participation and appropriate response/referral, reduction in “oversight” by other entity (i.e. probation)

- **Exit:** # of exits in last quarter, reason for exit, if placement – what is occupation, who is employer, what is their wage rate, age, hours worked/week, etc., for youth exited due to loss of contract, how many contact attempts were made?

Specific indicators identified, as summarized by Ms. Zeppelin:

- All youth who are eligible for Job Link are enrolled
- All enrolled youth have a plan that was co-developed to meet both immediate and long-term goals
- All enrolled youth are actively engaged in services that will help them reach their goals
- All exits from the program are intentional

COMMITTEE MEMBERSHIP & CHAIR

Ms. Geisenhof announced that she will be retiring in June 2019 and will need to be replaced. Committee Chair does not need to be on the Executive Committee but does report to Workforce Development Board meetings. Ms. Nugent will serve as interim chair until new TCYSD Director is on-boarded.

MEETING LOCATION MOVING FORWARD

Next month, due to having guests, we will meet at Park Foundation for additional space. Workforce Development Board conference room can be used but space is small (larger space will be available later in 2019). Use of County Office for the Aging (COFA) conference space will be looked into by Ms. Mattick. Ms. Kittel cautioned for conflict of interest with locations like Park Foundation or Workforce NY, or security concerns at the Human Services Building.

DIRECTOR’S UPDATE

SYEP RFP successfully released Friday, January 11th (targeted date, on schedule). Replacement for Ms. Luu hired and will begin Jan. 29th.

ADJOURNMENT

The meeting adjourned at 10:03 a.m. The next meeting is scheduled for Wednesday, February 20th at 8:30 a.m. in the Park Foundation Conference Room.

Minutes prepared by Shannon Alvord