

## YOUTH OVERSIGHT COMMITTEE

February 20, 2019

8:30 A.M.

Park Foundation  
Conference Room

**PRESENT:** V. Zeppelin, B. Nugent, S. Kittel, T. Geisenhof, I. Burbank

**EXCUSED:** T. Watts

**STAFF:** J. Mattick, D. Achilles

**GUESTS:** T. Carlson, J. Mouillesseaux

### CALL TO ORDER

Ms. Nugent called the meeting to order at 8:31 a.m.

### APPROVAL OF MINUTES

It was Moved by Ms. Zeppelin, seconded by Ms. Nugent and unanimously adopted by voice vote of members present to approve the minutes of November 14, 2018 and January 16, 2019 as written.

Ms. Geisenhof left the meeting at 9:30

### QUARTERLY WIOA YOUTH PROGRAM UPDATE – TOMPKINS COUNTY OFFICE OF EMPLOYMENT AND TRAINING

Ms. Carlson and Ms. Mouillesseaux provided an update on the WIOA Youth Program and their recruitment plan. They noted that they are seeing a rise in referrals. Ms. Kittel inquired about who are they partnering with to get referrals. Ms. Mouillesseaux response was: Learning Web, GIAC, IHS, and ReUse. Ms. Kittel wanted to know if there are plans to go to other schools. Ms. Mouillesseaux indicated they were in March, April. Out of school referrals are an issue because contact information is not available. Ms. Kittel suggested that they consider rural libraries.

Ms. Mouillesseaux stated that they have reached out to Cornell to see if they can access an intern with social media experience. Ms. Mattick suggested when filling the vacant position, see if any of the candidates have social media experience as well as consider hiring a Project Assistant to create a social media presence. A funding source would be unexpended staff wages due to staff turnover. When hiring the position Ms. Carlson and Ms. Mouillesseaux are including in the interview that there will be evening and weekend hours.

The conversation concluded with Ms. Kittel adding that there needs to be a conversation next meeting on retention and she appreciated all the back and forth of conversation with Ms. Carlson and Ms. Mouillesseaux.

Ms. Carlson and Ms. Mouillesseaux left the meeting at 9:36

### COMMITTEE DISCUSSION – QUARTERLY REPORTING - WIOA YOUTH

Ms. Nugent asked if there needed to be anymore discussion. Ms. Mattick will have a list of indicators for retention. Ms. Carlson and Ms. Mouillesseaux will come to the March 13<sup>th</sup> meeting to give an update and to provide information on expenditures and where the hiring for the vacant position is at.

#### **DIRECTOR'S UPDATE**

- **SYEP RFP – UPCOMING REVIEW MEETINGS**

Ms. Mattick report that there were two questions asked. The questions and answers have been posted to the Workforce website. Proposal is due on Friday.

#### **ADJOURNMENT**

Ms. Nugent adjourned the meeting at 10:05 a.m. The next meeting is scheduled for Wednesday, March 6<sup>th</sup> at 8:30 a.m. meeting location to be determined.

Minutes prepared by Diane Achilles