

YOUTH OVERSIGHT COMMITTEE

March 16, 2021

3:30 P.M.

Zoom Platform

PRESENT: K. Shanks-Booth, V. Zeplin, S. Kittel

EXCUSED: T. Watts

GUEST:

STAFF: N. Branosky, S. Alvord, D. Achilles

CALL TO ORDER

Ms. Shanks-Booth called the meeting to order at 3:34 p.m.

APPROVAL OF MINUTES – February 18, 2021

Approval of the February 18, 2021 minutes were deferred to the March 18, 2021 meeting.

SYEP RFP REVIEW AND VOTE

Ms. Alvord reported to the Committee there are two proposals submitted to bidnet this year for the Summer Youth Employment Program from Office of Employment and Training and the Ithaca Youth Bureau. The Committee reviewed proposals and would like to see additional information from both contractors. Ms. Alvord will be asking the two contractors to submit answers to questions with Committee concerns regarding outreach and recruitment for youth with significant barriers to employment. The Committee will meet Thursday, March 18th to continue review of SYEP proposals in order to move forward for approval to contract.

ADJOURNMENT

Ms. Shanks-Booth adjourned the meeting at 5:30 p.m.

The next meeting is scheduled for March 18, 2021.

EVALUATION OF PROPOSALS

SUMMER YOUTH EMPLOYMENT PROGRAM 2021

Proposal Name:

Reviewer Name

Date

Overall Proposal Score:

Program Design-60 points

Comments

Proposal includes all required program elements 2 4 6 8 10

Proposal has a documented plan to reach program goals 2 4 6 8 10

Proposal incorporates youth skill development into program design 2 4 6 8 10

Proposal level of involvement from for profit private sector employers 2 4 6 8 10

Proposal incorporates demand occupations into program components 2 4 6 8 10

Proposal has a robust recruitment plan per pages 13, section IIb* 2 4 6 8 10

Demonstrated Capability-20 points

Demonstrates record of achievement in program management and operations 1 2 3 4 5

Exhibits high level of professional and technical skill/knowledge 1 2 3 4 5

Agency has history of success in serving target population 1 2 3 4 5

Agency has a history of collaborating with other agencies 1 2 3 4 5

Cost Efficiency-20 points

Clarity and completeness of budget detail 2 4 6 8 10

Reasonableness of program costs 2 4 6 8 10

*Has a method for recruiting underrepresented populations, addresses the transportation needs of participants, and describes the strategies to be used to recruit eligible participants and describes strategies to encourage participation of TANF recipients.