

## **YOUTH OVERSIGHT COMMITTEE**

**April 17, 2019**

**8:30 A.M.**

**COFA Conference Room**

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

**STAFF:** J. Mattick, S. Alvord  
**GUESTS:** K. Shanks-Booth

### **CALL TO ORDER**

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

Introduced Kate Shanks-Booth, new Director at Tompkins County Youth Services Dept, who will be joining the YOC and WDB upon Tompkins County Legislature approval.

### **APPROVAL OF MINUTES**

It was Moved by Ms. Geisenhof, seconded by Ms. Nugent and unanimously adopted by voice vote of members present to approve the minutes of March 13, 2019.

### **MAY MEETING CONFLICT – RESCHEDULE OR CANCEL?**

The committee agreed to reschedule the May meeting due to conflicts. – A Doodle poll will be sent around o reschedule.

### **WIOA YOUTH MONITORING – NYSDOL**

NYSDOL Program Staff conducted WIOA Youth Monitoring on 4/11 and 4/12. The monitoring including review of OSOS records, customer files, and area policies effecting the WIOA Youth program. Issues identified in the exit interview were primarily around OSOS data entry. Several of the state's concerns are already being addressed with new forms being developed by OET staff. We will need to create new policies to comply with increased state requirements. We should receive a draft "finding letter" with areas for additional work. Ms. Mattick does not expect any eligibility or disallowed cost issues but does expect to need revised or new policies re: incentives; work experience; training accounts; supportive services. These policies will need committee input, review and board approval.

Ms. Kittel suggested wrapping new policy approvals into one cluster to align with next contract renewal. This would save time instead of presenting them piece meal to the board. She also suggested that we include policies that the YOC has been discussing such as a formal outreach plan and/or a spend-down policy.

### **WIOA YOUTH EXPENDITURE UPDATE**

Expenditures are below benchmarks at this point in time (at 14.62% of 20% work experience expenditures and at 75.03% of 80% Out of School Youth (OYS) local requirement). Ms. Mattick explained that we can move some of last year's work experience expenditures to meet the 20% requirement, but it is not a long-term solution.

Ms. Kittel asked why expenditures are so low. Ms. Mattick sited OET changes in leadership and program staff coupled with difficulty in recruiting participants. In addition, there was a temporary

slowdown in recruitment efforts to address need for incorporating Academic Learning component. There is a plan in place to track staff time related to setting up the work experience and monitoring. This will allow us to meet the 20% requirement but again this is not a long term solution.

Ms. Geisenhof suggested we ask OET to speak to their plans for addressing low expenditures at their quarterly report to YOC next month.

Ms. Mattick announced that our WIOA Youth allocation will increase by approximately \$70K in PY19. There is a concern that if the Office of Employment and Training is struggling with expenditures how will an increase in resources work. Staff to the Youth Oversight Committee will compile research on best practices for working with OSY with attention to meeting 14 Program Components for further discussion at next YOC meeting.

### **SYEP UPDATE**

The NYS budget was approved with an additional \$4M for SYEP Programs. We are awaiting our allocations. Once released, Ms. Mattick will work with YOC Chair to develop recommendations for contracts and inform the committee.

Ms. Alvord reported that YES and OET are now actively recruiting for SYEP; applications for both programs are out.

### **ADJOURNMENT**

Ms. Nugent adjourned the meeting at 10:03 a.m. The May meeting will be scheduled via a doodle poll.