

**Workforce Development Board (WDB) of Contra Costa County  
Youth Council Charter**

Charter Element	Charter Agreement Information
<b>Business Objective</b>	The primary objective of the WDB Youth Council is to increase the number of high school students, with emphasis on at-risk youth and those from low-income communities, who graduate prepared for postsecondary vocational training, further education, and/or a career.
<b>Case for Action</b>	<p>As we advance our work toward realizing our vision for creating shared opportunity and economic prosperity, a number of key factors drive our work:</p> <ul style="list-style-type: none"> <li>• Good jobs in today’s economy and labor market require workers to have a growing level of knowledge and skill in order to compete for them;</li> <li>• The employment gap is widening between those with higher levels of education and credentials and those who lack them;</li> <li>• Jobs are growing at both the high-skill and low-skill end of the labor market, while growth of “middle skill” jobs has been lagging; however, the retirement of baby boomers from the labor force will create openings in nearly every industry and occupation;</li> <li>• The incoming workforce does not have the education and skill-sets needed to perform many of these jobs, as manifested by a continued lag in the educational attainment levels of young people (although beginning to show some signs of improvement, student preparedness for post-secondary education remains very low); and</li> <li>• The difference between supply and demand indicates that there is a “skills gap” between what most workers have to offer and what businesses need, creating the urgency to develop and support new strategies that can better equip and train people for jobs in today’s economy.</li> </ul>
<b>Requirements</b>	<p>The WDB Youth Council will:</p> <ul style="list-style-type: none"> <li>• Work with partners to develop systems that effectively engage employers in career development and work-based learning opportunities for youth and young adults to learn about, explore, and prepare for careers</li> <li>• Strengthen collaborations between the local workforce system and other programs and systems that seek to help youth with significant barriers to employment</li> <li>• Develop and implement strategies to direct Workforce Investment Act (WIA) and other resources to serve youth and young adults most in need and support their success</li> <li>• Collaborate with and support career-focused strategies at high schools and community colleges, particularly those aligned with WDB priority industries</li> <li>• Work with partners to increase opportunities for high school graduates and disconnected youth to transition into postsecondary education and careers</li> <li>• Work with Community Colleges, Apprenticeship Programs, Trade Schools and others to offer more opportunities for disconnected youth to achieve success</li> </ul>
<b>Boundaries / Guidelines</b>	The Youth Council advises and influences the direction and implementation of youth services strategies as outlined the WDB 2013-2017 Strategic Plan.
<b>Team Membership</b>	<p>The Youth Council brings together leaders from business, economic development, education, labor, community-based organizations, and the public sector. The Youth Council co-chairs are members of the WDB Executive Committee and some members of the Youth Council hold a seat on the Workforce Development Board. Other Youth Council members have specified membership on this body in accordance with provisions of the WIA. The Youth Council and the WDB work on behalf of the Contra Costa County Board of Supervisors and the businesses and residents of Contra Costa County.</p> <p>The WDB and the Youth Council also draw upon the knowledge and expertise of other individuals and organizations that are not members of the WDB and occasionally form <i>Ad Hoc</i> committees to do work.</p>
<b>Timing</b>	The work of the Youth Council is aligned with the timeline for the WDB’s 2013-2017 Strategic Plan.
<b>Resources</b>	The WDB and the Youth Council provide and/or support convening and networking functions that draw together a wide spectrum of stakeholders that contribute to the health of the local economy and prepare residents for effective participation in the workforce. These include local and regional businesses, economic development experts and organizations, public agencies, education, labor, and community-based organizations.
<b>Review Process</b>	<p>The Youth Council monitors and reports its progress at regular committee meetings and full WDB member meetings as appropriate.</p> <p>Progress against the WDB 2013-2017 Strategic Plan is reviewed at regular intervals as determined by the WDB and any of its relevant governing authorities at the local, state, and/or federal levels.</p>