



Youth Committee Agenda

August 11, 2020

12:00 p.m. – 1:30 p.m.

ZOOM Meeting

Meeting ID: 948 7158 8602

Password: 347835

<https://zoom.us/j/94871588602?pwd=L2VpaktTOW9rU1lEMkVBZEEyWThldz09>

Join by Dial In 669-900-9128, 253-215-8782

- 12:00 PM PRESENTATION ITEM**
P1 Pilot City – Derick Lee
- 12:30 PM CALL TO ORDER AND REMINDER OF POTENTIAL CONFLICT OF INTEREST**
- PUBLIC COMMENT**
- INTRODUCTIONS**
- CONSENT AGENDA**
C1 Approve July 14, 2020 Youth Committee Minutes
- 12:40 ACTION ITEM**
A1 Recommend Release of RFP to competitively procure WIOA Youth Services
- 12:45 DISCUSSION ITEMS & UPDATES**
D1 Covid-19 Youth/Young Adult Outreach Campaign – Crushing the Curve
D2 Virtual Internships – Promising Practices and Lessons Learned
D3 Youth Committee Membership
- 1:20 PM CHAIRS' REPORT AND NEXT AGENDA ITEMS**
- 1:30 PM ADJOURN**

Next Youth Committee Meeting: October 13, 2020

Any appropriate public records related to an open session item on a regular meeting agenda and distributed by the Workforce Development Board and any of its committees to a majority of members of the Workforce Development and/or its committees, less than 72 hours prior to that meeting are available and for public inspection at 4071 Port Chicago Highway, Concord during normal business hours. The Workforce Development Board will provide reasonable accommodations for individuals with disabilities planning to attend Board meetings. Arrangements can be made by contacting the Board at 925-671-4560

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

Charter Element	Charter Agreement Information
Business Objective	The primary objective of the WDB Youth Committee is to increase the number of youth and young adults, 16-24, who are well prepared for postsecondary vocational training, further education, and/or a career, with an emphasis on serving the most vulnerable and underserved populations and those from low-income communities.
Case for Action	<p>It is the vision of the WDBCCC to support a network that creates and promotes dynamic education systems, high-performing businesses, and a prosperous local economy with an abundance of high quality jobs and skilled workers to fill them. Our mission is to promote a workforce development system that meets the needs of businesses, job seekers, and workers, to support a strong and vibrant economy in Contra Costa County. As we advance our work toward realizing our vision a number of key factors drive our work:</p> <ul style="list-style-type: none"> • 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; • The employment gap is widening between those with higher levels of education and credentials and those who lack them; • 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; • The emerging 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 • The difference between supply and demand indicates that there is a "skills gap" between what most emerging 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.
Requirements	<p>The WDB Youth Committee will:</p> <ul style="list-style-type: none"> • 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; • Strengthen collaborations between the local workforce system and other programs and systems that seek to help youth with significant barriers to employment; • Develop and implement strategies to direct Workforce Innovation and Opportunity Act (WIOA) and other resources to serve youth and young adults most in need and support their success; • Collaborate with and support career-focused strategies at high schools and community colleges, particularly those aligned with WDB priority industry sectors; • Work with partners to increase opportunities for high school graduates, dropouts and disconnected youth to transition into postsecondary education, training and careers; and • Work with Community Colleges, Apprenticeship Programs, Trade Schools and others to offer more opportunities for disconnected youth to achieve success.
Boundaries / Guidelines	The Youth Committee advises and influences the direction and implementation of youth services strategies as outlined in the WDB 2013-2017 Strategic Plan.
Team Membership	<p>The Youth Committee brings together leaders from business, economic development, education, labor, community-based organizations, youth/young adults and the public sector. The Youth Committee chair(s) is a member of the WDB Executive Committee and some members of the Youth Committee hold a seat on the Workforce Development Board. Other Youth Committee members are recruited and engaged to represent a particular perspective or constituency. The Youth Committee 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 Committee 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 conduct specific activities.</p>
Timing	The work of the Youth Committee is aligned with the timeline for the WDB's Strategic Plan.
Resources	The WDB and the Youth Committee 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.
Review Process	<p>The Youth Committee monitors and reports its progress at regular committee meetings, the WDB Executive Committee and full WDB member meetings as appropriate.</p> <p>Progress against the WDB 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 level</p>

Youth Committee Meeting Minutes

July 14, 2020

12:00 p.m. – 1:30 p.m.

Via ZOOM MEETING

PRESENTATION ITEMS:

P1 Job Corps

Presented by Rosalina Rosas

Treasure Island Job Corp – Careers Begin Here

They are currently recruiting and have over 120 centers nationwide. Job Corps is a no-cost education and career technical training program administered by the US Dept of Labor helping youth ages 16-24 from low income households improve the quality of their lives through career technical and academic training. Homeless and living in a shelter are usually a priority. Youth with a documented disability qualifies regardless of income. At no cost, trainees receive housing, clothing, meals, and transitional funds when graduating. Support services include medical services, career counseling and independent living support. They have gone from helping 800 to 500 students due to budget cuts. Due to the Covid-19 pandemic they are teaching via the Zoom and Google platforms. Members and others of the Youth Committee were impressed when they recently toured Treasure Island Job Corp.

P2 Love Never Fails

Presented by Vanessa Russel, Founder and CEO and Monica Wilson, Senior Program Manager

Vanessa Russel retired as an IT Executive from Cisco last January to dedicate herself full time to Love Never Fails, which has been in existence for 9 years, starting in Alameda County and now in Contra Costa. The scope of services offered include search and rescue for missing persons, housing, workforce development, mentoring, and education. They help find missing children and adults, provide 18 months of safe housing for women and children, provide trauma support, mentor youth and adults, and put the word out about human trafficking and trauma through community and school based education. Experts predict that artificial and automated intelligence (AI) will disproportionately affect low income workers; this is why Love Never Fails feels a sense of urgency to prepare students for future in demand careers. Those in the service occupations, African Americans, Hispanics and Latinos, women, and families with children under 18, will be the most impacted by AI. These are the same people impacted by crimes against vulnerable people, like human trafficking. If they are not equipped to live sustainable lives, they often return to their exploiters. Love Never Fails helps these vulnerable populations with skills to be hired and employed, introduces them to the IT industry, where jobs have been more in demand and post Covid will likely continue to be so. 80% of the Love Never Fails 1st pilot graduates have sustainable jobs.

The Youth Committee met on Tuesday, July 14, 2020 via ZOOM Meeting. Chair Mike McGill called the meeting to order at 12:50 pm. Chair Mike McGill reminded everyone of potential conflict of interest.

ATTENDANCE

Members Present: Mike McGill, Vittoria Abbate, Sean Laurant, Gina Del Carlo, Mayling Alvarado, Drew Douglass, Bill Mahoney, Robert Muller, and Denise Clark

Members Absent: Jose Carrascal, Carol Asch, and Lynn Mackey

WDB Board Members Present: Laura Trevino, Stephanie Rivera

Others Present: Monica Wilson, Stephanie Roberts, Litzy Gonzalez, Marian Castro, Alejandra Chamberlain, Joseph Billingsley, Vanessa Russel, Erin Larkins, and Rosalina Rosas

WDB Staff Present: Donna Van Wert, Noramah Burch, Rochelle Soriano, Jennifer Joel, Patricia Conley, Maureen Nelson, Verneda Clapp, and Veronica Ramos

PUBLIC COMMENT

None

INTRODUCTIONS

Noramah Burch introduced Litzy Gonzalez who is doing a virtual internship for the last month with the Workforce Development Board (WDB) Youth Committee Program through the Mt Diablo summer program.

CONSENT AGENDA

C1 Approve June 9, 2020 Youth Committee Minutes

Motion/Second Bill Mahoney/Sean Laurant

Motion Approved

AYES: Mike McGill, Vittoria Abbate, Sean Laurant, Gina Del Carlo, Mayling Alvarado, Drew Douglass, Bill Mahoney, Robert Muller, and Denise Clark

NAYES: None

ABSENT: None

ABSTAIN: None

DISCUSSION ITEMS & UPDATES

D1 Youth Contract Updates/Youth RFP Update/Potential RFI

- 2 Youth contracts are being extended to June 2021.
- Extra funding will be added to allow capacity for provider staffing to support online technology precipitated by Covid-19 needs, including the extra time need to manage online programming.
- An RFP will be released in September-October with anticipated contract start dates July 2021.
- All the demands for invoices for services rendered are in.
- Adhoc Committee had met to take a second look at the RFP in light of Covid-19.
 - A few areas to strengthen were how technology plays a role in programs and online delivery, and if online delivery is going to occur, that the digital access disparity is addressed.
 - Strengthen career pathway approaches and structuring the evaluation tool to better highlight the existing partnerships.
- Budget for the next fiscal year and funding situation will probably be ready by the next meeting in August.
 - Depending on what the funding situation looks like, may want to release smaller amounts of money for an RFI, currently in the contract for below \$100,000, however the County is going through a process to raise it to \$200,000. RFI timelines are 6-12 weeks, whereas RFP timelines are 6-9 months. May want to release some of the funds depending on what the budget looks like in the Fall.
 - The 1st step is getting a handle on the Youth budget and how much is underspent. Not current Youth contractor's fault; spending has been on target and on time. Funds for WDB did not get carried over year to year. Donna van Wert and Noramah Burch are working with fiscal to rectify.
 - Will have to figure out if it will go back into an RFP that is going to be released or into short term RFI projects.
 - The County does not have a way to look at unsolicited proposals for projects for unused funds.
 - Have been talking to partners and CEOs about what's out there for the WIOA population – what is the need and how to meet that - capacity to serve them, training opportunities, types of trainings.
 - Could gather information by survey and/or can start with everyone bringing back some of this information.

D2 Covid-19 Impacts on Youth Programs

Both youth contractors and youth survey organizations are present today and have been asked to share strengths and challenges they are experiencing with Covid-19 impact on youth programs.

- Mt Diablo Unified School District – Lindsey Gonzalez, Intern and Stephanie Roberts, Director of Special Projects
Litzzy Gonzalez reported that her virtual internship experience has been primarily on Metrix. She has been providing feedback on it. Everything is online due to Covid-19.
Stephanie shared the following:
 - They have about 40 virtual interns.
 - Some of the strengths are having partnerships with Contra Costa Health, East Bay CPR, WDB, Atlantic Youth Urban Farms, Diamante High School students, and Monument Crisis Center. Everybody has done a lot of Zooms, individual interviews, are working on resumes, virtual presentations, having honest conversations, and blogging about experiences. They have been creating new brands and online fundraisers, career maps and exploration, engaging in webinars and writing reports, power point presentations and slide decks, which are being used for recruitment and with their Board.
 - Some of the challenges are that is hard to get fully engaged via Zoom. The power of relationships is important. There are having to come up with different ways of staying connected. This opportunity is going to strengthen education by learning how to incorporate technology and online platforms and resources.
- Contra Costa County Office of Education – Alejandra Chamberlain, Health and Human Services Manager
 - They provide WIOA youth services.
 - Most of the case managers are doing home visits w/PPE precautions since unable see them in other venues, i.e. schools, libraries, etc. due to Covid closures.
 - 4 youth enrollments this week. Virtual is hard for them and the CC Works WEX's (Work Experience enrollees).
 - They are putting together some guidelines to help employers be ready with Covid so students can get back to the worksite.
- Metrix Pilot Update – Gina Del Carlo, Director, Earn and Learn
 - This week is the final week of the 6 week pilot program through West Contra Costa Unified School District. A lot of parents signed up too!
 - Trying to get some industry recognized certificates for people who are out of work.
 - West Contra Costa County Earn and Learn connector created a website and had virtual guest speakers who grew up living in poverty from Oakland and Richmond and now have good jobs. For instance, a chief cardiologist at Stanford said medical school was hard, but living in poverty was harder. The youth and their parents really responded to the people from their communities with success stories.
 - They are ready to take their tests in Microsoft Office and QuickBooks but the proctor sites are not open yet.
 - Learned from this cohort model that people need a lot of support.
 - A coach throughout the entire process to talk to and keep them from disengaging.
 - Metrix is not easy to use for people with barriers. They have difficulty from logging in, support with Wi-Fi or bandwidth issues, to putting together a daily schedule of what they need to be doing.
 - Can offer a lot of licenses and resources, but without an intermediary to step in, they just drop off.

CHAIR'S REPORT

None.

- Donna van Wert announced that there are 2 new Workforce Development Board members attending today, Laura Trevino and Stephanie Rivera, who have been invited to join The Youth Committee.

NEXT AGENDA ITEMS

Email new agenda items to Michael McGill or Noramah Birch.

THE MEETING ADJOURNED AT 1:29 PM

Respectfully Submitted,

Patricia Conley

ETPL Coordinator Assistant

DATE: August 11, 2020
TO: Youth Committee
FROM: Workforce Development Board Staff
RE: Recommend the revision of the release of an RFP for WIOA Youth Services

A. BACKGROUND

At the recommendation of the Youth Committee, the Workforce Development Board approved the release of an RFP for WIOA Youth Services in August of last year (2019). Because of multiple delays and the onset of the Covid-19 pandemic, the RFP was not released during PY 19-20 as planned. This prompted the Youth RFP Ad Hoc Committee to reconvene and reconsider priorities for the WIOA Youth funds.

B. CURRENT SITUATION

WIOA Youth Allocations for PY 20-21 are estimated to be \$1,359,201 a modest increase from the prior year. Because the approval to release the RFP took place last fiscal year and priorities originally established by the Ad Hoc committee have been updated to include virtual service delivery, expanded work-experience, and strategies that address the digital divide and other equity issues, staff are seeking reauthorization to the release an RFP.

C. RECOMMENDATION

Recommend to the Full Board and/or Executive Committee that action be taken to seek the required Board of Supervisors Approval for release of an RFP for WIOA Youth Services. If approved, the Executive Committee and/or Full Board will be able to move forward with the recommendation in September and the item could be placed on a Board of Supervisor's meeting agenda in October.

D. FISCAL IMPACT

Based on PY 19-20 and PY20-21 Planning Estimates, up to \$1,200,000 of Youth funding may be available for the provision of WIOA Youth Services.

E. SCHEDULE

Approving Staff's Recommendation will ensure approvals move forward in accordance with the Board of Supervisor's meeting schedule.