

YOUTH COMMITTEE MEETING

Workforce Development Board Conference Room
Workforce Development Department Administration Office
290 North "D" Street, 6th Floor, San Bernardino, California

WEDNESDAY, SEPTEMBER 14, 2016, 12:30 p.m.

This agenda contains a brief description of each item of business to be considered at today's meeting. In accordance with the Brown Act, this meeting agenda is posted at least 72 hours prior to the regularly scheduled meeting on the Workforce Development Board website and on the official Workforce Development Board Bulletin Board outside of the Workforce Development Department Administration Office at 290 North "D" Street, 6th Floor, San Bernardino, CA. The agenda, its supporting documents and all writings received by the Board related to these items are public records and available for review during regular business hours at the WDD Administration Office at 290 North "D" Street, 6th Floor, San Bernardino, CA, Suite 301. The agenda and its supporting documents can be viewed online at <http://cms.sbcounty.gov/wib/Home.aspx>. However, the online agenda may not include all available supporting documents nor the most current version of documents. Items listed on the Consent Calendar are expected to be routine and non-controversial and, unless the Board directs that an item be held for further discussion, the entire Consent Calendar will be acted upon as the first item of business on the Discussion Calendar.

Members of the public may address the Board on any item on the agenda and on any matter that is within the Board's jurisdiction. To address the Board regarding an item that is on the agenda, complete and submit the purple form entitled "Public Comment". These requests must be submitted to the Executive Secretary to the Board prior to the time the item is called for consideration or prior to the public comments section on the agenda. The Chair will call speakers forward to present their comments at the appropriate time.

Conflict of Interest Advisement

WIB members please be advised: If an item on the Agenda relates to the provision of services by you, your immediate family, the entity you represent, or any person who has made \$250 in campaign contributions to you during the last twelve months, or if approval or disapproval of an Agenda item would have a foreseeable material effect on an economic interest of you, your immediate family, or the entity you represent, **then please follow these procedures:**

"When the Agenda item is first introduced, please immediately announce that you are recusing yourself from participating in the agenda item, and then refrain from discussing, voting on, or otherwise influencing the Board's consideration of the Agenda item."

AGENDA

12:30 PM CONVENE MEETING OF THE WORKFORCE DEVELOPMENT YOUTH COMMITTEE

OPENING

- 1) Chair Call Meeting to Order and Pledge of Allegiance
- 2) Member Introductions

CONSENT

- 3) Approve Minutes from August 10, 2016 Youth Committee Meeting

DISCUSSION

- 4) Discuss Next Steps on Youth Committee Strategic Action Items
- 5) Discuss Service Percentages Report

INFORMATION

- 6) Special Presentation and Success Story given by CRY-ROP
- 7) Special Presentation given by 5 Keys
- 8) County Report given by Mariann Ruffolo

PUBLIC COMMENT

ADJOURNMENT

In conformity with Government Code section 54957.5, any writing that is a public record, that relates to an item listed on the Agenda, and that will be distributed to all or a majority of the Board less than 72-hours prior to this meeting (or is distributed at this meeting), will be available for public inspection at the time the writing is distributed. This inspection may be made at the office of the Workforce Development Department, 290 North "D" Street, 6th Floor, San Bernardino, California 92415-0041, or during this meeting.

The Workforce Development Board meeting facility is accessible to persons with disabilities. If assistive listening devices or other auxiliary aids or services are needed in order to participate in the public meeting, requests should be made through the Staff Aide at least three (3) business days prior to

the Board meeting. The Staff Aide's telephone number is (909) 387-9886 and the office is located at 290 North "D" Street, 6th Floor, San Bernardino, California 92415-0041. California Relay Service 711

This WIOA Title –I financially assisted program or activity is an equal opportunity employer/program. Auxiliary aides and services are available upon request to individuals with disabilities.

**San Bernardino County
Workforce Development Board
Youth Committee
Agenda Item**

MEETING DATE: September 14, 2016

ITEM: (3)

SUBJECT: Approve Minutes from August 10, 2016 Youth Committee Meeting

PRESENTED BY: Mariann Ruffolo, Deputy Director
Workforce Development Department (WDD)

CONSENT **DISCUSSION** _____ **INFORMATION** _____

RECOMMENDATION: Approve Minutes from August 10, 2016 Youth Committee Meeting

BACKGROUND: See attached Minutes

**Workforce Development Board
YOUTH COMMITTEE MEETING**

Workforce Development Board Conference Room
Workforce Development Department Administration Office
290 North "D" Street, 6th Floor, San Bernardino, California

WEDNESDAY, AUGUST 10, 2016, 12:30 p.m.

MINUTES

Chair B.J. Patterson called meeting to order at 12:30 pm. Jon Novack led members in the pledge of allegiance. Members introduced themselves. In attendance:

Committee Members Present

B.J. Patterson
William Sterling
Audrey Mathews
Jonathan Weldy
Lowell King
Jonathan Novack
Tony Myrell
John Andrews
Ken Boshart

Committee Members Absent

Phil Cothran
Dale Marsden

Staff and Special Guests

Mariann Ruffolo- Deputy Director
Miguel McQueen- Deputy Director
Kristi Sandberg- Executive Secretary
Fred Burks- Administrative
Supervisor II

Youth Providers

Teresa Taylor
Judy Takano
Nancy Bagnoli
Werner von der Heide

CONSENT

ITEM 3- Approve Minutes from July 6, 2016 Youth Committee Meeting.

Tony Myrell Motioned to approve. Second by William Sterling. Motion carried.

DISCUSSION

ITEM 4- Discuss Report about County Youth Demographics

Members reviewed youth statistics handout provided and Audrey suggests removing the duplicative numbers

ITEM 5- Discuss Next Steps on Youth Committee Strategic Action Items

B.J. suggested identifying goals that follow the "80/20" rule to find the largest population that board have largest impact

- Identify gaps, real vs. perceived gaps and focus on gaps
- Set goal of percentage to serve: find out what other areas serve (percentage average)
- Resource mapping- members reviewed samples of ESRI asset map: identify- different services, barriers to services, location of potential or current clients, (perceived and real) gaps in services

By next meeting- staff to provide percentages of youth served in other areas and also current provider goals (Jon Novack)

INFORMATION

ITEM 6- Special Presentation and Success Story given by Werner von der Heide from Hesperia Unified School District.

- HUSD has 7 staff that work with youth, located at the HUSD alternative education center: Mojave High School, GED, ROP, Adult Education- do offer services to "in school" youth who are 18-22 and need assistance to finish school, 60% of referrals come from school staff , 25% referrals from previous participants, multiple collaborations and programs over the past ten years: summer work program, TAY program, CYEP
- Success Story- Diana Ochella

ITEM 7- County Update given by Mariann Ruffolo

- Youth provider trainings ongoing (fiscal/forms/engagement strategies)
- Planning for Y4 event- contract for vendor goes to BOS on 8/23
- WDD Staff attending WIOA regulations training next week

PUBLIC COMMENT

There is no public comment at this time.

ADJOURNMENT

Jon Novack motioned to adjourn. Tony Myrell second. Motion carried. Meeting adjourned at 1:17 pm. The next WDB Committee meeting is scheduled for Wednesday, September 14 at 12:30 pm to be held at WDD Admin, 290 N. "D" Street, 6th Floor, San Bernardino, Ca 92401.

Kristi Sandberg, Executive Secretary II

**San Bernardino County
Workforce Development Board
Youth Committee
Agenda Item**

MEETING DATE: September 14, 2016

ITEM: (4)

SUBJECT: Discuss Next Steps on Youth Committee Strategic Action Items

PRESENTED BY: Mariann Ruffolo, Deputy Director
Workforce Development Department (WDD)

CONSENT _____ **DISCUSSION** X **INFORMATION** _____

RECOMMENDATION: Discuss Next Steps on Youth Committee Strategic Action Items

BACKGROUND: See handout

**San Bernardino County
Workforce Development Board
Youth Committee
Agenda Item**

MEETING DATE: September 14, 2016

ITEM: (5)

SUBJECT: Discuss Service Percentages Report

PRESENTED BY: Mariann Ruffolo, Deputy Director
Workforce Development Department (WDD)

CONSENT _____ **DISCUSSION** X **INFORMATION** _____

RECOMMENDATION: Discuss Service Percentages Report

BACKGROUND: See handout