

Idaho Youth Committee Meeting Minutes October 28, 2015

Welcome & Introductions

Committee Chair Dr. Linda Clark welcomed everyone and called the meeting to order at 2:05 pm. Dr. Clark asked Eric White of the Idaho Department of Labor to call the roll for the committee members. Roll call reflected the following: Chair Linda Clark (present), Laurie Anderson (present), Arielle Horan (absent), Blossom Johnston (absent), Lori Lodge (present, after roll call), Carl Powell (present), Andy Rodriguez (present), Adrian SanMiguel (absent), Michelle Woods (absent), Byron Yankey (present), and Arantza Zabala (absent).

Chair Clark relayed Workforce Development Council's –and especially Chairman Tim Komberec's– appreciation of the Youth Committee's work to date, understanding there is still much to be done. Since the last youth committee meeting the Workforce Development Council approved the recommendations for changes to the state Workforce Innovation and Opportunity Act (WIOA) youth program:

- (A) To establish youth service priorities for the following youth groups-
 - Low income youth involved with the juvenile justice system;
 - Low income youth exiting foster care;
 - Low income youth pregnant and parenting;
 - Low income youth with disabilities.
- (B) To have program enrollment and participation reflect the incidence of population in the areas where programs operate; and
- (C) To focus WIOA youth program services exclusively to out-of-school youth throughout the state.

Chair Clark asked if everyone had an opportunity to review the minutes from the last meeting and opened the floor for discussion before requesting a motion to approve the minutes. Laurie Anderson forwarded the motion and Carl Powell seconded it. The minutes were approved by a unanimous voice vote.

Career Information System FY-15/16 Strategic Plan.

Chair Clark introduced Sara Scudder, administrator of the Idaho Career Information System (CIS), to present the program's strategic plan and discuss anticipated changes in the next year. Sara Scudder directed members to a document providing a brief overview of the Idaho Career Information System. She explained the mission of CIS is to provide comprehensive career information, resources, and services to help Idahoans make successful education and career decisions. The objective is to become the primary resource for career planning in Idaho. She also directed members to review the CIS strategic plan.

Last October Ms. Scudder met with stakeholders to develop the plan which includes four strategy objectives. The first objective was to develop a working user group to help remove barriers to usage and provide oversight. This objective has been met and the Youth Committee is now serving in this role. The second objective is to identify and remove barriers to CIS access, including financial barriers. Most CIS financing is provided by the Idaho Department of Labor, but CIS does charge for accesses to assessments and portfolios. Over the next year the College Access Challenge Grant (CACG), which helps low income schools pay for CIS, will be going away. Ms. Scudder advised she may come forward with potential changes to the funding structure within the next year and invited member feedback.

The third strategic plan objective is to incentivize and drive CIS usage by leveraging internal and external partnerships. The final objective is to consider a rebranding strategy to increase statewide presence. Ms. Scudder explained CIS has been in Idaho for 35 years but many people don't know the system by name. Members were encouraged to participate with ideas to incentivize usage and increase program awareness.

Sara Scudder opened the floor to questions. She responded to questions about CIS financing and incentivizing businesses to help drive usage. She explained CIS currently receives about \$40,000 each year from CACG for school access. 88 schools currently receive a subsidy from the grant. CIS costs vary based on the number of potential users at a school; Ms. Scudder offered to provide members with copies of current cost sheets. Committee member Laurie Anderson (Micron Foundation) suggested that business might be more likely to incentivize student usage if they had someone show them how to use the system. She suggested creating a demo package to show employers why CIS is a great system.

WIOA Youth Program Elements

Chair Clark explained the committee was charged with determining which services the state's WIOA youth programs will target. WIOA gives states flexibility in establishing their program. However, states are required to make sure services are not duplicated. As part of this process, state staff has compiled information on the availability of required services. Under WIOA, there are 14 elements that must be addressed; under WIA there were 10. Dr. Clark introduced Rico Barrera from the Idaho Department of Labor to review transmittal #1, which includes survey data of service availability.

Rico Barrera gave an overview of the 14 required service elements and how they may be offered locally. He explained states must integrate service delivery with those already in the community to increase efficiency and accessibility. The 14 service elements are:

- (A) Tutoring, study skills training, instruction, and evidence-based dropout prevention and recovery strategies;
- (B) Alternative secondary school offerings
- (C) Paid and unpaid work experiences;
- (D) Occupational skill training ;
- (E) Education offered concurrently with and in the same context as workforce preparation activities and training for a specific occupation or occupational cluster;
- (F) Leadership development opportunities;
- (G) Supportive services;
- (H) Adult mentoring;
- (I) Follow up services for 12 months after last program activity;
- (J) Comprehensive guidance and counseling, including drug and alcohol abuse counseling and referrals;
- (K) Financial literacy education;
- (L) Entrepreneurial skills training;
- (M) Labor Market Information and Career Services;
- (N) Activities to help youth prepare for and transition to postsecondary education and training.

New elements to WIOA are: Education offered concurrently with and in the same context as workforce preparation activities (E); financial literacy education (K); Entrepreneurial skills training (L); Labor Market Information (M); and Activities that help youth prepare for post-secondary education (N).

Review One Stop survey results

Rico Barrera explained there are more than 20 one stop offices in the state. All of these communities have access to some secondary offerings that meet WIOA service requirements at no cost to participants. Rico highlighted Attachment 1, summarizing the survey of WIOA required service availability. He emphasized the limitations of services for (C) work-experiences, (D) occupational skills training, (E) education offered concurrently with workforce preparation, (F) leadership development opportunities, (G) supportive services, (H) adult mentoring and (I) follow up services throughout Idaho. He also noted the limited availability of (K) financial services and (L) entrepreneurial skills training in many areas of the state.

Determine Program Elements to pursue under WIOA

Mr. Barrera explained the job of the committee is to determine which services are commonly available and which are not. Those that are not available should form the basis for the services that WIOA will provide. He directed members to review Attachment 2, which color codes the survey. White services are available everywhere, yellow services have limited availability, and red services are not available without cost.

Dr. Clark opened the floor to questions. Sara Scudder advised that CIS includes an entrepreneurship section and may fulfill the requirements of element L. Dr. Clark directed members to consider (D) Occupational skills training and (I) 12 month follow-up requirements, which are not available without cost anywhere in the state. Mr. Barrera noted that elements A, B, J, K, M, & N are available without cost throughout the state, and elements K & N are available in most locations. He explained, the committee must look at the requirements with mixed availability and determine if these will be provided with WIOA funds. He suggested that some of these services may already be provided in the community, for instance the (K) financial training element may be available at local banks.

Mr. Barrera explained the staff recommendation would be for the committee to focus on elements C through I. Members in attendance agreed and suggested that staff should review the other elements to determine if other resources are already available. Laurie Anderson forwarded the following motion to:

- (A) Focus Workforce Innovation and Opportunity Act (WIOA) resources on services elements C through I;
- (B) Direct Idaho Department of Labor staff to do additional investigation work on the availability of service elements K and N; and
- (C) Request that CIS administrator Sara Scudder determine whether CIS will meet the requirements of element L and report back to the Youth Committee.

The motion was seconded by Byron Yankey and passed by unanimous voice vote.

New/Additional Business

Chair Clark opened the floor to new businesses. Rico Barrera directed the committee to review pages 3 – 7 of attachment 1 before the next meeting. This section provides an overview of WIOA service delivery requirements and what is expected for services throughout the state.

Chair Clark suggested December 1st or 2nd for the next Youth Committee meeting. She explained, Based on the information presented at this meeting, it has the potential to go long and should be scheduled for two and one-half hours. Attending committee members preferred a morning meeting on December 2nd. The next meeting was scheduled for December 2nd from 10:00 am to 12:30 pm.

Adjournment

Chair Clark asked for a motion to adjourn. Andy Rodriguez forwarded the motion and Carl Powell seconded it. The meeting adjourned at 3:20 pm.

In attendance: Kurt Davis, Deputy Director of Job Corp attending on behalf of Michelle Woods; Idaho Department of Labor Staff: Rico Barrera, Cheryl Foster, Sara Scudder, Sue Simmons, Eric White, and Marsha Wright.