

### Youth Development Committee Meeting Agenda

Monday, September 12, 2022  
Tom Changnon Education Center  
McClatchy Room, First Floor  
1325 H Street, Modesto CA 95354  
1:00 pm – 3:00 pm

The Stanislaus County Youth Development Committee complies with all provisions of the Brown Act and the Stanislaus County Workforce Development Board Conflict of Interest and Code of Conduct Policy. See links below.

<https://oag.ca.gov/sites/all/files/agweb/pdfs/publications/brownAct2003.pdf>  
[www.stanworkforce.com/board](http://www.stanworkforce.com/board)

The Agenda at each meeting allows for a public comment period, limited to 5 minutes. Public Comment forms are available at [www.stanworkforce.com/board](http://www.stanworkforce.com/board)

All meetings are conducted in English. Current COVID-19 protocols will be followed.

If you require assistance per the Americans with Disabilities Act, please notify the Department of Workforce Development at (209) 558-2109, 48 hours in advance of the meeting.

Public notice of all Youth Development Committee meetings are posted 72 hours in advance of the meeting at the location site and on the webpage at [www.stanworkforce.com/board](http://www.stanworkforce.com/board)

- I. Call to Order and Introductions
- II. Conflict of Interest
- III. Public Comment Period
- IV. Chair Report
  - A. Introduction of New Committee Member, Jeremy Pannell
  - B. 2022 STANd Out! Youth Event Outcome
- V. Department Report
  - A. 2022 Summer Youth Employment Program
  - B. WIOA Youth Allocation Fiscal Year 2022-2023
  - C. Center for Human Services Youth Navigation Center Tour
- VI. Presentation
  - A. Ceres Unified School District Youth Services 2021-2022 Program and 2022 Summer Youth Employment Program Overview
  - B. CaliforniansForAll Modesto Digital Skills Grant Internship Program
- VII. Consent Items
  - A. Approval of the March 7, 2022 Youth Development Committee Meeting Minutes
- VIII. Discussion and Action Items
  - A. Approval of Staff Recommendation to Accept the Proposed Scope of Work and Release the Request for Proposal (RFP) for Workforce Innovation and Opportunity Act Funded Youth Employment Services (Project YES)
  - B. Acceptance of the Waiver Application Submitted to the State to Decrease the Out-of-School Youth Expenditure Requirements from 75 Percent to 50 Percent

- C. Recommendation of Additional Allocation of Workforce Innovation and Opportunity Act Youth Funds to Support Youth Services Special Project(s) for PY 2022-2023
- D. Nominations and Appointment of Youth Development Committee Officer  
Position of Vice Chair
- IX. Future Topics and Discussion
  - A. Lunch and Learn and/or Tours
    - 1. MJC Re-Entry Program
    - 2. Career Inspiration Center
    - 3. Additional recommendations

Next Quarterly Meeting:

Date: Monday, December 5, 2022  
Location: Tom Changnon Education Center  
McClatchy Room, First Floor  
1325 H Street, Modesto CA 95354  
Time: 1:00 pm-3:00 pm

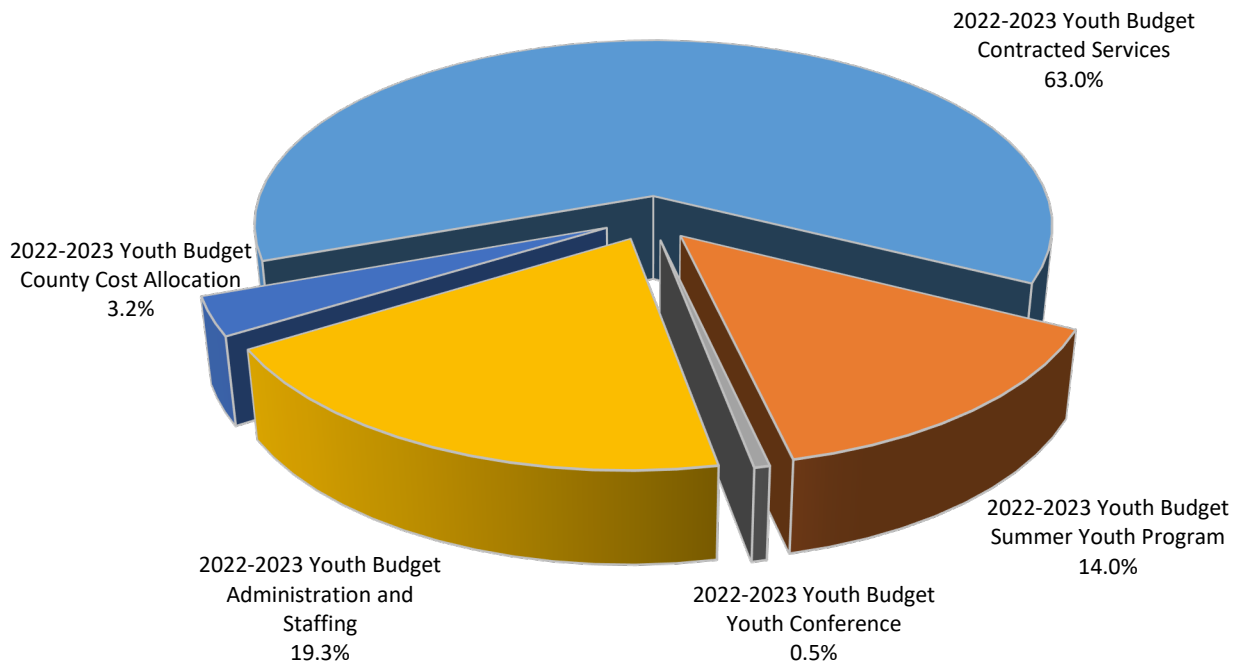
## 2022-2023 WIOA Youth Projected Budget

2022-2023 Youth Allocation	\$	2,660,840
2022-2023 Youth Budget	\$	3,176,255

Contracted Services	\$	1,800,000
Summer Youth Program	\$	400,000
Youth Conference	\$	15,000
Administration and Staffing	\$	549,975
County Cost Allocation	\$	91,598

Total	\$	2,856,573
Remaining Balance	\$	319,682

## 2022-2023 YOUTH BUDGET PROJECTION



2022-2023 Allocation	\$	2,660,840
2021-2022 Allocation	\$	2,485,652
Allocation Increase for 2022-2023 over 2021-2022	\$	175,188

**Youth Development Committee Minutes**

Monday, March 7, 2022

Microsoft TEAMS Online Meeting

251 E Hackett Road, Modesto CA 95358

1:00 pm – 3:00 pm

Members in Attendance:

John Bettencourt

Patrick Cavanah

Jeremy Pannell

Carmen Wilson

Jennifer Shipman

Mary Machado

Dallas Plaa

Members Absent:

Staff in Attendance:

Cheryl Fondse

Doris Foster

Adolph Lopez

Kristen Velarde

1 Additional Guest in Attendance

I. Call to Order and Roll Call

Committee Chair, Jennifer Shipman called the March 7, 2022 meeting of the Youth Development Committee (YDC) to order at 1:04 pm. Chair Shipman introduced herself and asked the Clerk to proceed with the Roll Call.

Roll Call completed, and a quorum was present.

II. Discussion and Action Items

A. Approved a Resolution Authorizing Remote Teleconference Meetings Pursuant to Assembly Bill 361

P. Cavanah / M. Machado Roll Call completed unan. Motion Passed

Adolph Lopez, SCWD Manager gave an overview of the Resolution to the Committee.

B. Approved Resolution Number YDC 22-01 Pursuant to Assembly Bill 361

J. Bettencourt / P. Cavanah Roll Call completed unan. Motion Passed

Adolph Lopez, SCWD Manager gave an overview of the Resolution to the Committee.

III. Conflict of Interest

Committee Chair Shipman reminded Committee members of the Conflict of Interest Policy.

#### IV. Public Comment Period

There were no public comments.

#### V. Chair Report

##### A. Resignation of Committee Member, Dwight Simpson

Chair Shipman announced that Youth Development Committee Member, Dwight Simpson representing the Community Services Agency, has resigned from the Committee. Dwight had served on the Committee since 2017.

##### B. Introduction of New Committee Member, Jeremy Pannell

Chair Shipman introduced Jeremy Pannell. Jeremy is the newest member of the Youth Development Committee representing the Stanislaus County Community Services Agency. Jeremy will formally introduce himself at the next Youth Development Committee meeting in June.

##### C. STAND OUT! Youth Leadership Event Planning

Committee Chair Shipman reminded Committee members that we need to get started on the planning phase of the upcoming STAND OUT! Youth Leadership Conference to be held July 22, 2022. Volunteers serving on the Planning Subcommittee this year are Chair Jennifer Shipman, and Committee Members Mary Machado and Dallas Plaa, along with Workforce Development staff members Andy Fiskum, Kristen Velarde, and Cheryl Fondse. Project YES coordinator, Dustin Pack and Workforce Development Director, Doris Foster complete the planning group. Chair Shipman also encouraged all the Committee Members to stop by the event and see what it is all about. The first planning meeting will be scheduled this month.

##### D. CWA Youth Symposium 2022 Conference

The CWA Youth Symposium 2022 Conference was held virtually in February this year, due to COVID restrictions. Committee member Mary Machado attended, along with SCWD staff members Oscar Valencia and Cheryl Fondse. Committee member Mary Machado shared that opening keynote speaker Mandy Harvey, who appeared on "America's Got Talent", had an inspirational story about always moving forward in life. The other speakers that followed also had excellent insight into youth and their challenges during the pandemic.

#### VI. Department Report

##### A. Summer Youth Employment Program 2022 Update

SCWD Contracts & Planning Manager, Adolph Lopez shared that this year will be one of transition for the Summer Youth Employment Program (SYEP). As with most entities, there have been many changes within the Department this past year including staffing, methods of service delivery and departmental structure. First, will be the shift of the Summer Youth Employment Program from the Contracts & Planning Unit to the Business Services Unit within SCWD. Next, the SYEP will be scaled down for the upcoming program this year to allow for changes in focus and structure. Plans are for approximately 20-25 youth to be placed in public sector assignments. More updates will be given at the next YDC quarterly meeting.

#### VII. Presentation

##### A. Introduction of the New Stanislaus County Workforce Development Website

Kristen Velarde, Marketing and Communications Coordinator at Stanislaus County Workforce Development (SCWD) gave a live demonstration of the

Department's recently updated website at [www.stanworkforce.com](http://www.stanworkforce.com). Kristen shared the wealth of information contained on the website with Committee members and encouraged all to explore the content.

VIII. Consent Items

- Consent items adopted, with changes. D. Plaa / J. Bettencourt unan. Motion Passed
- A. Approved the December 6, 2021 Youth Development Committee Meeting Minutes Change on Item IV-A. Strike *Manager*, replace with *Supervisor*.
  - B. Approved the February 7, 2022 Youth Development Committee Lunch 'N Learn Meeting Minutes

Committee Chair, Jennifer Shipman thanked everyone for attending the Youth Development Committee meeting, announced the date, time and location of the next quarterly meeting, and adjourned the meeting at 2:07 pm.

Next Quarterly Meeting:

Date: Monday, June 6, 2022  
Location: To Be Determined  
Time: 1:00 pm-3:00 pm

**September 12, 2022**

Stanislaus County Youth Development Committee Agenda Item

TO: Youth Development Committee

FROM: Adolph Lopez, Manager

I. SUBJECT:

Approval of Staff Recommendation to Accept the Proposed Scope of Work and Release the Request for Proposal (RFP) for Workforce Innovation and Opportunity Act Funded Youth Employment Services (Project YES)

II. ITEM NUMBER: VIII-A

III. ITEM TYPE: Discussion and Action

IV. STAFF RECOMMENDATION:

Approve staff recommendation to accept the proposed Scope of Work and release the Request for Proposal (RFP) for Workforce Innovation and Opportunity Act funded youth employment services (Project YES).

V. POLICY ISSUE:

According to Workforce Innovation and Opportunities Act (WIOA) regulations 679.370, the Local Workforce Development Board, among other responsibilities, must: Develop effective linkages with employers in the region to support employer utilization of the local workforce development system, and select providers of Youth Services, Career Services (if not provided through the One-Stop Operator), and the One-Stop Operator for the local area.

VI. DISCUSSION:

The purpose of WIOA's youth program is to provide high quality services to youth and young adults beginning with career exploration and guidance; continuing support for educational attainment, opportunities for skills training for in-demand industries and occupations; and culminating with a job along a career pathway or enrollment in postsecondary education. WIOA maintains a focus on out-of-school youth and has requirements for work-based learning. Youth program objectives under WIOA are to provide services to eligible youth seeking assistance in achieving academic and employment success, effective and comprehensive activities including a variety of options for improving educational and skill competencies and provide effective connections to employers.

At the October 7, 2019 Workforce Development Board meeting, the Board approved release of an RFP for youth services to be provided in the 2020-2021 Fiscal Year and Ceres Unified School District Youth Program was the awardee.

The RFP allowed for two additional contract renewals after the initial award, subject to satisfactory performance.

At the April 4, 2022 Workforce Development Board meeting, the Board approved the third-year renewal recommendation to enter into contracts with Ceres Unified School District Youth Program to provide workforce services to disconnected and at-risk youth during Fiscal Year 2022-2023. Fiscal Year 2022-2023 is the last renewal year of the RFP cycle; therefore, Workforce Development is proposing to offer a new RFP for WIOA Youth Services.

The Request for Proposal process allows an opportunity for potential youth service organizations in the local area to compete for the ability to deliver services and is consistent with the provisions of the Workforce Innovation and Opportunity Act.

Releasing an RFP offers an opportunity to find new programs and services that would best serve the current needs of youth in Stanislaus County. It is once again the intent to contract out Youth Services for two additional contract renewals after the initial award, based on the performance during the contract cycle.

The approximate timeline for planned activities in support of the Youth Services RFP is as follows:

DATE	RFP Activity
11/07/2022	Release of RFP
12/23/2022	Proposal submission deadline
02/06/2023	Notice of intent to award
07/01/2023	Begin new contracts

The final outcome of the Request for Proposal will be brought to the Workforce Development Board at the April 3, 2023 Board meeting.

VII. ADMINISTRATIVE BUDGET IMPACT:

Workforce Development plans to contract out approximately \$1,800,000 for Youth Services in Fiscal Year 2023-2024 with the goal of increasing or decreasing the contract based on the allocation from the State. Expectations are that funding levels for Fiscal Year 2023-2024 will not have a dramatic fluctuation from FY 2022-2023; however, final funding allocations may not be available until as late as June 2023.

  
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Adolph Lopez, Manager



**September 12, 2022**

Stanislaus County Youth Development Committee Agenda Item

TO: Youth Development Committee

FROM: Adolph Lopez, Manager

I. SUBJECT:

Acceptance of the Waiver Application Submitted to the State to Decrease the Out-of-School Youth Expenditure Requirements from 75 Percent to 50 Percent

II. ITEM NUMBER: VIII-B

III. ITEM TYPE: Discussion and Action

IV. STAFF RECOMMENDATION:

Accept the submission of the Waiver Application to the State to decrease the out-of-school youth (OSY) expenditure requirements from 75 percent to 50 percent.

V. POLICY ISSUE:

Under the DOL Secretary's waiver authority outlined in WIOA Section 189(i)(3)(A) and in TEGL 8-18, the Secretary may waive certain provisions of WIOA Title I. Part of the waiver lifecycle requires states to estimate and then regularly assess whether the waiver is successfully achieving state goals.

VI. DISCUSSION:

On Monday, July 26, 2022, the State Employment Development Department (EDD) released a notification informing Local Workforce Development Boards (Local Boards) that the Department of Labor (DOL) approved the out-of-school youth (OSY) expenditure waiver for PY 22-23, which is from July 1, 2022, through June 30, 2023.

This waiver allows Local Boards to decrease the out-of-school youth (OSY) expenditure requirement from 75 percent to 50 percent. The waiver provides additional flexibility to Local Boards in order to increase in-school youth (ISY) enrollments of those who meet the WIOA-defined youth barriers related to foster care, justice-involved, and/or homelessness.

WIOA has a focus on out-of-school youth and under the prior Request for Proposal (RFP) process, staff recommended in-school youth services to be

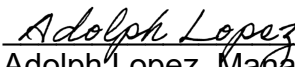
limited to 5% of enrolled youth. The RFP identified and focused on specific geographic areas with a high concentration of potentially eligible youth.

Submission of the waiver application does not require the local workforce development board to adjust its focus to in-school youth (ISY), however, it does give the local area the flexibility to consider serving more in-school youth based on need. The Summer Youth Employment program targets in-school youth who are projected to attend post-secondary school. The waiver will allow us to consider increasing our in-school enrollments of youth who are homeless, in foster care, or are justice-involved.

As part of the waiver request, California projected that Local Boards who apply for and use this waiver will see an increase of approximately 15 percent in the total number of ISY that they enroll who meet the WIOA-defined youth barriers related to foster care, justice-involved, and/or homelessness.

VII. ADMINISTRATIVE BUDGET IMPACT:

There is no fiscal impact associated with this Agenda Item.

  
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Adolph Lopez, Manager

**September 12, 2022**

Stanislaus County Youth Development Committee Agenda Item

TO: Youth Development Committee

FROM: Adolph Lopez, Manager

I. SUBJECT:

Recommendation of Additional Allocation of Workforce Innovation and Opportunity Act Youth Funds to Support Youth Services Special Project(s) for Program Year 2022-2023

II. ITEM NUMBER: VIII-C

III. ITEM TYPE: Discussion and Action

IV. STAFF RECOMMENDATION:

Recommend use of additional allocation of \$319,682 of Youth Workforce Innovation and Opportunity Act (WIOA) funds to support youth services special project(s) for Program Year 2022-23

V. POLICY ISSUE:

Workforce Innovation and Opportunity Act (WIOA) Section 107(b)(4)(A)(ii) states the responsibility of the Youth Development Committee is to provide information and to assist with planning, operational, and other issues relating to the provision of services to youth.

VI. DISCUSSION:

Stanislaus County Workforce Development (SCWD) will have one time additional funding in the amount of \$319,682 available to support youth services. The projected available funds are part of the Program Year 2021-2022 allocation, and will need to be expended by June 30, 2023.

Staff have reviewed some possibilities on how the funds can be utilized for a greater impact in the community and are proposing consideration of:


- Investing funds to support the Center for Human Services' Youth Navigation Center by providing job preparation services, work-based learning opportunities, including occupational trainings. Services may be provided as part of the Ceres Unified School District contract or by SCWD staff.

- Expansion of work-based learning opportunities at the Ice Cream Company focusing on youth with disabilities.

Staff request additional ideas for consideration and action regarding the use of these funds for discussion by the Youth Development Committee.

VII. ADMINISTRATIVE BUDGET IMPACT:

This Agenda Item commits an additional \$319,682 in one-time funding to the youth services budget. These funds are currently available for use within the scope of the current budget.

  
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Adolph Lopez, Manager

**September 12, 2022**

Stanislaus County Youth Development Committee Agenda Item

TO: Youth Development Committee

FROM: Adolph Lopez, Manager

**I. SUBJECT:**

Nominations and Appointment of Youth Development Committee Officer Position of Vice Chair

**II. ITEM NUMBER: VIII-D**

**III. ITEM TYPE: Discussion and Action**

**IV. STAFF RECOMMENDATION:**

Nominate and appoint a Youth Development Committee Vice Chair

**V. POLICY ISSUE:**

According to the Stanislaus County Workforce Development Board Bylaws (Article V), "In the absence or disability of the Chair, the Vice Chair shall perform all the duties of the Chair, and when so acting shall have all the powers of, and be subject to all the restrictions upon, the Chair. The Vice Chair shall have such other powers and perform such other duties as from time to time may be prescribed by the Board or these Bylaws."

**VI. DISCUSSION:**

On January 9, 2017 the Stanislaus County Workforce Development Board (SCWDB) approved the formation of the Youth Development Committee (YDC), and allowed the Chair to take necessary actions for the Committee formation. As a standing advisory committee, the Youth Development Committee is subject to the Bylaws of the SCWDB. The Bylaws state that such standing advisory committees shall be chaired by a member of the Board, may include other members of the Board, and shall include other individuals appointed by the Board who are not members of the SCWDB and who the SCWDB determines have appropriate experience and expertise. Jennifer Shipman, SCWDB member is the current YDC Chair.

The Youth Development Committee Vice Chair position is currently vacant. Previous YDC Vice Chair Patrick Cavanah has resigned as Vice Chair and Committee member effective June 7, 2022. Nominations of interested Committee members are needed to appoint a Vice Chair.

VII. ADMINISTRATIVE BUDGET IMPACT:

There is no Budget impact associated with this item.

Adolph Lopez  
Adolph Lopez, Manager