

**CALL AND NOTICE OF SPECIAL MEETING**  
**Youth Development Committee Meeting Agenda**  
Monday, November 25, 2019  
Tenth Street Place, Basement Training Room-B300  
1010 10<sup>th</sup> Street, Modesto CA 95354  
11:00 am – 12:00 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.

<http://ag.ca.gov/publications/2003IntroBrownAct.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.

If you require assistance per the Americans with Disabilities Act, please notify the Department of Workforce Development at (209) 558-2151, 48 hours in advance of the meeting.

Public notice of Youth Development Committee Meetings are posted at least 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. Discussion and Action Items
  - A. Approval of Staff Recommendations for Fiscal Year 2019-2020 Request for Proposal (RFP) Scope of Work for Workforce Innovation and Opportunity Act (WIOA) Youth Services
- IV. Adjournment

**November 25, 2019**

Stanislaus County Youth Development Committee Special Meeting Agenda Item

TO: Youth Development Committee

FROM: Adolph Lopez, Manager

I. SUBJECT:

Approval of Staff Recommendations for Fiscal Year 2019-2020 Request for Proposal (RFP) Scope of Work for Workforce Innovation and Opportunity Act (WIOA) Youth Services

II. ITEM NUMBER: III-A

III. ITEM TYPE: Discussion and Action

IV. STAFF RECOMMENDATION:

Approve staff recommendations for Fiscal Year 2019-2020 Request for Proposal (RFP) Scope of Work for Workforce Innovation and Opportunity Act (WIOA) youth services.

V. POLICY ISSUE:

The Workforce Innovation and Opportunity Act (WIOA) regulations 679.370 states the Local Workforce Development Board, amongst other responsibilities, must select providers of youth workforce investment activities through competitive grants or contracts based on the recommendations of the youth standing committee (if such a committee is established). WIOA regulations 677.210 (e) states the Local Workforce Development Boards may apply local performance measures to service providers that differ from the performance indicators that apply to the local area.

VI. DISCUSSION:

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

The purpose of WIOA's youth programs 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 good job along a career pathway or enrollment in postsecondary education.

WIOA has a focus on out-of-school youth and under this RFP staff recommends In-School youth services to be limited to 5% of enrolled youth. The RFP will identify and focus on specific geographic areas with a high concentration of potentially eligible youth.

## **Youth Program Elements and Activities**

Youth program objectives under WIOA are to provide effective and comprehensive activities to eligible youth seeking assistance in achieving academic and employment success. The activities shall include a variety of options for improving educational and skill competencies and provide effective connections to employers.

WIOA required activities include:

1. Tutoring, study skills training, instruction, and evidence-based dropout prevention and recovery strategies that lead to completion of the requirements for a secondary school diploma or its recognized equivalent or for a recognized post-secondary credential.
2. Alternative secondary school services or dropout recovery services.
3. Work Based Learning activities, including: paid and unpaid work experiences (WEX), summer employment opportunities and other employment opportunities available throughout the school year, pre-apprenticeship programs, internships, job shadowing, and On-the-Job Training (OJT).
4. Occupational skill training, which shall include priority consideration for training programs that lead to, recognized post-secondary credentials that are aligned with in-demand industry sectors or occupations in the local area.
5. Education offered concurrently with and in the same context as workforce preparation activities and training for a specific occupation or occupational cluster.
6. Leadership development opportunities, which may include volunteer and/or community service activities and peer-centered activities encouraging responsibility and other positive social and civic behaviors.
7. Supportive services that enable a youth to participate in authorized activities, if such services are not available from another source.
8. Adult mentoring during the period of participation and a subsequent period for a total of no less than 12 months.
9. Follow-up services for no less than 12 months after the completion of participation.
10. Comprehensive guidance and counseling, which may include career and academic counseling and drug and alcohol abuse counseling and referral.
11. Financial literacy education which shall include skills in budgeting, bank account creation and management, managing debt, understanding credit reports, identifying theft and fraud awareness, and other opportunities that foster an individual's ability to make informed financial decisions.
12. Entrepreneurial skills training which shall include activities including starting and operating a business, developing business plans, budgeting and forecasting accumulating capital, and identifying business development.
13. Services that provide labor market and employment information about in-demand industry sectors or occupations available in the local area, such as career awareness, career counseling, and career exploration services.

14. Activities that help youth prepare for and transition to post-secondary education and training (excluding post-secondary programs that DO NOT lead to an AA, AS, BA, BS Degree). Such activities include researching and exploring options for college and/or post-secondary training, tours of college and/or post-secondary training campuses, financial aid (FAFSA) preparation assistance, planning assistance for college selection and how to get into their college of choice, and assistance with the college application process.

## Recommendations

The Youth Development Committee reviews recommendations for additional local performance requirements to include in the RFP Scope of Services that they deem necessary in order to provide the best possible service to youth in Stanislaus County. Additional requirements must be within the boundaries of the Workforce Innovation and Opportunities Act, but may include a wide range of topics.

Staff is recommending the following changes to local performance requirements:

1. Remove Community Services requirement:

The Youth Advisory Council (YAC) under the Workforce Investment Act (WIA) included a local requirement that youth be engaged in a community service activity for a minimum of eight (8) hours. Staff is recommending that the local performance requirement of Community Service be removed from the 2019-2020 RFP and subsequent contracts.

2. Maintain requirements for local performance standard for attainment of High School Equivalency, with modification:

The Youth Advisory Council (YAC) under the Workforce Investment Act (WIA) included a local requirement that all youth without a High School Diploma or GED at enrollment to be placed in GED preparation and tutoring activities with the goal of 49% of those youth attaining a GED or High School Diploma at exit.

Staff recommends modifying this performance requirement to read that all out-of-school youth without a High School Diploma or High School Equivalency (HSE) at enrollment to be placed in HSE preparation and tutoring activities with the goal of 49% of those youth attaining a HSE or High School Diploma at exit.

## Youth Eligibility Requirements

WIOA requires youth to be eligible for services, but youth may be determined eligible in a number of ways. Sections (i), (ii) and (iii) a-g are federally mandated under WIOA and cannot be changed. Section (iii) h, known as the "Additional Assistance" criteria is defined by the Local Workforce Development Board. The Youth Development Committee may recommend changes to the Additional Assistance eligibility criteria to the Workforce Development Board if it considers changes in the locally defined criteria to be warranted.

Out-of-School Youth (OSY) who are eligible for services include youth that are:

- (i) Not attending any school (as defined under state law);
- (ii) Not younger than 16 or older than 24 at the time of enrollment, **and**
- (iii) One or more of the following:

- a. A school dropout;
- b. A youth who is within the age of compulsory school attendance, but has not attended school for at least the most recent complete school year calendar quarter;
- c. A recipient of a secondary school diploma or its recognized equivalent who is a low income individual and is either Basic Skills Deficient or an English language learner;
- d. Subject to the juvenile or adult justice system;
- e. A homeless individual, a runaway, in foster care, or has aged out of the foster care system, a child eligible for assistance under section 477 of the Social Security Act, or in an out-of-home placement;
- f. Pregnant or parenting;
- g. A youth who is an individual with a disability;

Locally defined “Additional Assistance” criteria approved by the Workforce Development Board:

- h. A low-income youth who requires additional assistance to complete an educational program or secure and hold employment. This includes youth who:
  - Have a visible tattoo(s) and/or piercing(s) that may affect employability;
  - Are a victim of domestic violence;
  - Have a parent or legal guardian that is incarcerated;
  - Are refugees/immigrants;
  - Have family history of chronic unemployment, including long-term public assistance;
  - Lacks foundational skills, such as:
    - Basic Skills; reading, writing, mathematics, listening, and speaking
    - Critical Thinking Skills; creative thinking, decision making, problem solving, and reasoning
    - Personal Characteristics; responsibility, self-esteem, social, self-management, and integrity/honesty, and lacks the understanding of work ethic

### **Recommendations**

At the January 8, 2018 meeting, the Workforce Development Board approved the Youth Development Committee’s recommended eligibility definition for those Youth that “require additional assistance to enter or complete an educational program or to secure and retain employment” as listed under criteria (iii) h. Changes to eligibility criteria under (iii) h, Additional Assistance must be approved by the Workforce Development Board.

Staff is open to recommendations of changes to the (iii) h, Additional Assistance criteria.

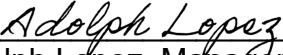
## **Evaluation**

The RFP is expected to be released in mid-November 2019. Once the RFP closes, staff will reach out to Workforce Development Board and Youth Development Committee members seeking volunteers to be evaluators. The evaluation period is projected to be January to February of 2020.

Evaluators will review the applications of service organizations, consider the viability of the proposal, and score the proposals based on pre-set criteria, which will determine the award for youth service providers in the local area. Youth Development Committee members have vital insights to the needs of youth that are valuable to the decision making process when considering awards for local providers of youth services.

### **VII. ADMINISTRATIVE BUDGET IMPACT:**

There is no budget impact associated with this Item.

  
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Adolph Lopez, Manager