



NORTH CENTRAL WORKFORCE INVESTMENT BOARD

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North Central Workforce Investment Board
Youth Council Meeting
April 8, 2009
North Central, Ridgway, PA

Meeting Minutes

Members Present

Diane Gigliotti-Spratt
Donna Kilhoffer
Kenneth Straub
Ralph Serafini

James O'Mara
Risha Johnson
Linda Thompson
Ron King

Paul Timbrook
Mike Dodge
Randy Newell

Members Absent

Bob Chunta
Courtney Cole
Kassie Zilkofski
Walter Fitch
Mark Flacinski
Jim Papp

Diane Bernardo
Stacey Lo Castro
Lois Richards
Jonna Irvin
Blythe Brunner
Lisa Kweder

Rebecca Agens
Chris Casey
Ron Berguson
David Ray
Cathy Straub

WIB Staff

Susan Snelick
Joe Kulick

Barb McKnight

Jim Stockdale

Guests

Call to Order

Co-Chair Paul Timbrook welcomed everyone and called the meeting to order at 11:06 am.

Pledge

The Pledge of Allegiance was given.

Minutes of Previous Meeting

Paul asked if there were any corrections, amendments, or additions to the February 11, 2009 meeting minutes. With no corrections, amendments, or additions Linda Thompson moved to accept the February 11, 2009 minutes as presented, seconded by Randy Newell. Motion passed.

Correspondence

Susan noted that there was no correspondence but noted that included in the email/ mailing for today's meeting were three (3) Workforce Guidance Memos from Deputy Secretary for Workforce Development Fred Dedrick. Susan noted that the State has tried to take a real proactive approach to the monies that we will receive from The Recovery Act. They are doing that with these memos. Currently they are a little vague but hopefully as we continue to receive them they will provide more

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policy clarification and more detail of what they want to see. Susan noted that today's Youth Council meeting was pushed back to 11:00 because she was on a conference call with them this morning. On the conference call they informed conference call attendees that they are working on a Summer Youth Guidance memo and are hoping to get that out by the end of the week. Susan noted that as soon as she receives it that we will forward it on to the Youth Council members and will continue to share all of the Workforce Guidance memos that we receive from the State. Some discussion ensued.

Regional Career Education Partnership Update

Susan noted that Pam Streich put a report together regarding the Regional Career Education Partnership funding that we received.

1. Pro Engineering training took place on Monday, April 6th at the Bradford Area High School. Eleven teachers within our STEM network participated in the training. The goal of the training was to entice schools to participate in the Real World Design Challenge. Currently we do not have a lot of information on the Real World Design Challenge but will keep the Youth Council up to date as information is obtained. Susan noted that Pam was able to attend and participate in the training on April 6th. Pam was able to visit with the teachers in the classroom who participated in the training and noted that it was a very good event.
2. While at the Bradford Area High School on April 6th she was able to see the Gas and Oil Production course that they are offering. This is a new course and is being supported by the Industry Partnership funding ...they allocated some resources to this course to get it up and running. Susan noted that three (3) students from Smethport are traveling to Bradford Area High School to take this course.
3. Susan noted that an event will be held in Bradford on August 22nd and an actual well will be drilled onsite. This will give students real world experience in regard to what they are learning in class.
4. Through this funding we had resources to reach out to school districts in our region to offer the Work Readiness Skills Standards (WRSS) program. Five additional schools have signed on and agreed to offer the program.
5. The "Life After School" Conference will be held on April 30th at the Zion Conference Center in Clarion, PA. Susan noted contact North Central WIB staff if anyone is interested in attending. Ridgway and Northern Potter school districts will be sending students to attend. North Central WIB has offered to pay for transportation to this event. Discussion ensued.

Youth Strategic Plan Update

Susan noted that she was hoping to give an update on the Youth Strategic Plan today. We are making progress. Pam reached out to all of the schools and identified a point of contact in each and we are saturating them with labor market information from our Industry Partnership to share with their students. Susan noted that she believes the Summer Youth Program will help a lot in our endeavor in helping to prepare youth to go to work. Susan noted that we will spend a lot of time today brainstorming ways to be creative in our approach with regard to the Summer Youth Program to ensure that we are working on addressing and integrating many items in the Strategic Plan.

Workforce Operations Activity Report

Susan reviewed the Workforce Operations Activity Report (July 1, 2008 – February 28, 2009) that was included on the North Central WIB Youth Council website for today's meeting and distributed at today's Youth Council meeting (please see below).

WORKFORCE OPERATIONS ACTIVITY REPORT

July 1, 2008 - February 28, 2008

Regional Career Education Partnership

Career Awareness - 240 students

Brockway - 1, Brookville - 96, Clearfield - 9, Coudersport Partials - 9, DuBois - 5. Jeff Tech - 8, Kane - 13, MoValley - 1, Port Allegany - 28, Punxsutawney - 21, St Marys - 44 and West Branch - 5
Provide labor market information, high priority occupations list, in-demand jobs, career assignment, career choice pros and cons, assessment interest inventory, personal skills/limitations, job searching techniques, CWDS resume, pocket resume, cover letters, on-line options, applications and interviewing skills

Junior Achievement - 137 students

St. Leo's, St Marys Middle School, Johnsonburg Elementary School

Educates and inspires youth people to value free enterprise, business and economics to improve the quality of their lives.

WIA Regional Case Loads

IN		OUT		Totals
Cameron	9	3		12
Elk	6	3		9
Clearfield	15	16		31
DuBois	5	7		12
Jefferson	13	8		21
McKean	21	23		44
Potter	3	5		8
Totals:	72	65		137

Summer Youth Projections

Cameron	15
Elk	40
Clearfield	95
DuBois	20
Jefferson	50
McKean	74
Potter	20
Totals:	314

Summer Youth Design Framework

Susan noted that North Central will receive \$ 917,427 for the Summer Youth Program. \$ 91,742 of these funds will be used to pay administrative costs and the balance of \$825,685 will be used for program costs (that will be used to put into the wages of the youth as well as the temporary staff). We have nice resources that we have not had the ability to do over the past 10 years. We are excited to be able to offer this program again this year and feel it is a huge benefit to the youth.

Susan reviewed the North Central Youth Council April 8, 2009 Summer Youth Design Framework that was distributed at today's Youth Council meeting. The framework for today's discussion included:

1. Priorities for program implementation, focusing on creativity;
2. How we can include green jobs;
3. How we can collaborate with school districts on educational opportunities;
4. How to address the work readiness measure as well as education; and,
5. Defining success.

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Susan presented a PowerPoint regarding “The Recovery Act and Summer Youth Programs” – State Leaders Meeting of March 19, 2009. The following are the topics and bullet points discussed:

WIA Youth Program

- **\$1.2 billion for WIA Youth Activities**
- **Any youth activities under WIA are allowable activities for the Recovery act funds**
- **Priority is summer employment opportunities**

Congressional Intent

- **“the conferees are particularly interested in these funds being used to create summer employment opportunities for youth” ~Congressional explanatory statement for the Act**

Significant Changes in Act

- **Emphasizing summer employment as a major component of the funding**
- **Increasing the age eligibility to a maximum of 24 years old**
- **Identifying the work readiness indicator as the sole measure of effectiveness for the summer employment program**

Summer Employment

- **May 1 through September 30**
- **Any set of allowable WIA Youth services that occur during the summer months as long as it includes a work experience component**
- **Work experience is defined under WIA regulations at 20 CFR 664.460**

Program Flexibility around Expanded Summer Employment

- **Which of the 10 youth program elements will be provided with Recovery Act funds**
- **If the 12 month follow-up requirement will be provided to participants**
- **Type of assessment and Individual Service Strategy**
- **Whether academic learning must be directly linked to summer employment opportunities**
- **Work readiness as the only indicator of performance**
- **Participation in an ETA process evaluation**

Tracking and Reporting

- **Any youth served w/Recovery Act funds will be included in a separate ARRA report**
- **Work readiness will be the only indicator for those in summer employment only funded with Recovery Act funds**
- **If a youth is served with Recovery Act funds beyond or outside of summer employment (5/1 – 9/30) then they must also be included in regular WIA reporting mechanisms**

Expenditure of Funds

- **PY08 funds that expire June 30 2011**
- **These funds are intended to stimulate the economy**
- **Strongly encouraged to spend a significant portion of funds in the Summer of 2009**
- **Funds expected to be spent in the Summer of 2009 and 2010 and the non-summer months in between**
- **Expenditures are allowable based on the effective date of the Recovery Act – February 17, 2009**

Program Administration

- **Workplace Guidelines**
- **Priority of Service for Veterans and Eligible Spouses**

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- **Out-of-School Youth**

Procurement

- **The grant recipient/fiscal agent has the option to implement the summer employment program themselves**
- **Otherwise, these providers must be selected by awarding a grant or contract on a competitive basis**
- **If a state or local has expedited or emergency procurement provisions, they can be used**
- **States can also apply for a waiver of this requirement**

Program Design Elements

- **Objective Assessment and ISS**
- **Age Appropriate Activities and Work Readiness Goals**
- **Meaningful Work Experience**
- **Worksites**
- **Incorporating Green Work Experiences**
- **Connections to Registered Apprenticeship**

Program Design Elements

- **Integration of Work-Based and Classroom-Based Learning**
- **Academic and Occupational Linkages**
- **Continued Services Supporting Older/Out-of-School Youth During Non-Summer Months**
- **Twelve Month Follow-Up**

Discussion ensued.

Other Business

Susan noted that the North Central Workforce Investment Board will have three (3) Stackpole Hall Interns this summer (beginning May 18, 2009) and will hire a temporary Monitor position for the summer.

Randy Newell made a motion to adjourn, seconded by Mike Dodge. The meeting adjourned at approximately 1:27 pm.

The next Youth Council meeting will be held on Wednesday, June 10, 2009 beginning at 10:00 am.