

**ALAMEDA COUNTY WORKFORCE DEVELOPMENT BOARD (ACWDB)
YOUTH COMMITTEE**

April 13, 2020

1:00 P.M. – 3:00 P.M.

Eden Area Multi-Service Center

The lobby of this building is closed due to the COVID-19. This is a call-in meeting only.

Call-In: Toll-Free Phone Number: 1-877-402-9753

Enter the Access Code 988632 followed by the # key

If you would like to make a public comment, please contact WDB Secretary, Jessica Perkinson at jperkinson@acgov.org to request a speaker card prior to the meeting

AGENDA

	PAGE
I. CALL TO ORDER AND ROLL CALL	
II. PUBLIC FORUM	
The public can address the Committee on issues other than those on the agenda, with a limit of three minutes per speaker. Members of the public who wish to address the Committee on published issues should do so at the time the agenda item is being discussed.	
III. ACTION ITEMS / PUBLIC HEARING	
A. Contract Renewal Recommendations – Young Adult Future Force Career Program and Youth Innovation Program PY 2020/2021	1
B. Strategies to Increase Credential Attainment Outcomes PY 2020/2021	3
IV. DISCUSSION ITEMS	
A. Youth Retreat Follow-up	5
V. INFORMATION ITEMS	
A. Story Behind the Numbers	6
VI. REPORTS	
A. Local Area Performance Reports PY 2019/2020 Quarter 3	7
B. Youth Contract Performance Indicators Reports PY 2019/2020 Quarter 3	8
VII. MATTERS INITIATED BY COMMITTEE MEMBERS	
VIII. ANNOUNCEMENTS	

COMMITTEE MEMBERS: Alexandria Baker (Chair); Lisa Meza (Vice-Chair); Jeff Bowser; Eric Darby; Gana Eason; Linda Evans; Elizabeth Lockerbie; Kathy Mello; Bill Pelter, Raquel Ramsey-Shelton, Mario Wagner

THIS IS AN OPEN MEETING. ALL WDB MEMBERS ARE ENCOURAGED TO ATTEND

ACWDB members who are not Committee members but are planning to attend may call Jessica Perkinson at (510) 259-3836 to request the material that will be discussed at this meeting.

*These WIOA Title I financially assisted programs or activities are “Equal Opportunity Employers/Programs”.
Auxiliary aids and services are available upon request to individuals with disabilities.*

If you require specific accommodations due to a disability, please call Jessica Perkinson at least 72 hours in advance.

NEXT YOUTH COMMITTEE MEETING IS August 10, 2020

ITEM III.A. – ACTION / PUBLIC HEARING
CONTRACT RENEWAL RECOMMENDATIONS
YOUNG ADULT FUTURE FORCE CAREER PROGRAM AND
YOUTH INNOVATION PROGRAM
PY 2020/2021

RECOMMENDATIONS:

That the Youth Committee (YC) of the Alameda County Workforce Development Board (ACWDB) approve the following contract renewal recommendations for Program Year (PY) 2020/2021 for the Young Adult Future Force Career Program, and the Youth Innovation Program:

1. Renew contracts with the following Youth providers either with or without additional conditions based on whether contract renewal criteria are met for PY 2019/2020 by June 30, 2020:
 - a. Young Adult Future Force Career Program (Out-of-School Youth Providers):
 - Berkeley Youth Alternatives (BYA)
 - Hayward Unified School District/Hayward Adult School (HAS)
 - Southern Alameda County Comité for Raza Health dba La Familia Counseling Services (La Familia)
 - b. Youth Innovation Program (In-School Youth Provider):
 - Eden Area Regional Occupational Program
2. Apply Workforce Innovation and Opportunity Act (WIOA) Formula Funding Allocation Methodology as approved by ACWDB for PY 2020/2021;
3. Direct staff to negotiate contracts effective July 1, 2020 through June 30, 2021.

BACKGROUND:

On September 12, 2019, the ACWDB approved the YC recommended contract renewal criteria for PY 2020/2021 as outlined below:

1. Meets requirements for program and fiscal monitoring for 2019/2020 and 2020/2021;
2. Meets 80% of annual enrollment, work-based learning opportunities, Core Skills/Leadership goals by end of the second quarter (December) and 100% by end of third quarter (March);
3. Shows significant progress toward achieving the following annual performance goals by end of third quarter (March):
 - a. Placement in Training that leads to a WIOA recognized credential
 - b. Credential Attainments
 - c. Placements at Closure

4. Meets 85% submission of an acceptable Monthly Narrative Report (MNR) and invoices by the 25th of each month.

PY 2020/2021 will be the final year of the three-year procurement cycle that began in 2018/2019. Throughout the program year staff have:

1. Provided regular and ongoing technical support and guidance;
 2. Regularly monitored the performance and operations of service provision and advised on systematic best practices;
 3. Conducted or will conduct programmatic and fiscal monitoring reviews.
- Note: Program monitoring will be completed by April 30, 2020 and fiscal monitoring will be completed by May 31, 2020.

Contingent upon contract performance attainments and the outcomes of programmatic and fiscal monitoring providers will be subject to the following conditions:

Providers in the following categories:	Conditions:
Outstanding program and fiscal monitoring findings	Provider will be required to submit a corrective action plan and ACWDB staff will monitor resolution of deficiencies by June 30, 2020; and staff will add appropriate contract stipulations to mitigate deficiencies in contract for PY 2020/2021
Failed to attain 100% of specified contract performance goals or achieve significant progress toward other contract performance goals by March 31, 2020	25% of PY 2019/2020 funding will be held in reserve until 100% of specified performance goals are met or until June 30, 2020 when provider forfeits the 25% due to not meeting performance goals

The requisite data to compile a progress report was not available at the time the YC packet was compiled. A progress report on the renewal criteria and contract stipulations will be available as a handout at the April 13, 2020 meeting.

For further information, please contact Deidra Perry, Program Financial Specialist at (510) 259-3827 or deperry@acgov.org.

ITEM III.B. – ACTION / PUBLIC HEARING

STRATEGIES TO INCREASE CREDENTIAL ATTAINMENT OUTCOMES **PY 2020/2021**

RECOMMENDATIONS:

That the Youth Committee (YC) of the Alameda County Workforce Development Board (ACWDB) approve the following recommendations to improve credential attainment for final Program Year (PY) 2020/2021 for the Youth Innovation Program and the Young Adult Future Force Career Program:

1. Increase the allocation of Youth Formula funding for in-school youth from current 10% to 15%;
2. Mandate that out-of-school youth providers have a formal Memorandum of Understanding (MOU) with a local educational agency (LEA) partner.

BACKGROUND:

On February 10, 2020, staff shared with YC members that the ACWDB was not meeting the state required credential attainment goal for its Local Area. Staff discussed with YC members some of the challenges in meeting the goal. These included:

- The participants' lack of readiness to enter and complete a structured training program;
- The participants' more immediate need for full time employment;
- Providers not aligned with established LEA programs that could facilitate co-enrollments, ensure more remedial services leading to stronger youth outcomes.

In addition, staff shared best practices strategies with youth providers that could help improve outcomes and the availability of short-term career technical education (CTE) programs.

Current Youth Formula allocation is 90% for out-of-school youth and 10% for in-school youth. An increase in the funding allocation will allow the current provider to increase the number of youth served and therefore increase credential attainment outcomes.

For in-school youth, the high school diploma is a Workforce Innovation and Opportunity Act (WIOA) recognized credential. The current in-school provider, Eden Regional Occupational Program (Eden ROP) strategically enrolls high school seniors who will earn their high school diploma by the end of the program year. The students are also dually enrolled in CTE programs that can lead to WIOA recognized occupational certifications.

Out-of-school young adults enter a WIOA program with many barriers that hinder their ability to complete a structured training program. Staff research has shown successful credential attainment outcomes exist when the youth provider is either an educational institution or has a strong affiliation with one. An ACWDB contract requirement to establish a formal partnership with an LEA partner, such as an adult school, will create opportunities to co-enroll participants

who will complete the general education diploma (GED) and connect to CTE programs which lead to WIOA recognized credentials.

These two strategies will ensure some improvements to the credential attainment performance goal for PY 2020/2021.

For further information, please contact Deidra Perry, Program Financial Specialist at (510) 259-3827 or deperry@acgov.org.

ITEM IV.A. – DISCUSSION

YOUTH RETREAT FOLLOW-UP

BACKGROUND:

On February 3, 2020, the Youth Committee (YC) participated in a retreat that was facilitated by Matt Hidalgo, Program Manager with California Workforce Association (CWA). The retreat was held at the new Hayward Library and was attended by eight of the eleven committee members.

The first activity was to brainstorm workforce trends in order to develop a deeper understanding of what is occurring in Alameda County. Outlined are just some of the major themes:

On the Horizon	Emerging	Established	Ending
<ul style="list-style-type: none">• Gig economy• Current jobs that won't exist in the future	<ul style="list-style-type: none">• Youth not learning essential skills• Workforce getting older	<ul style="list-style-type: none">• Careers in the trades• Housing insecurity	<ul style="list-style-type: none">• Traditional careers• Job security

The second activity was a consensus workshop to identify practical ways we all come together to better serve youth in Alameda County. Through brainstorming and grouping similar ideas, the following high-level themes emerged:

Outreach/Research	Technology	Whole Child Support	Skills	Learn/Listen
<ul style="list-style-type: none">• Engage with business community• Research best practices	<ul style="list-style-type: none">• Use social media to connect with youth	<ul style="list-style-type: none">• Offer role models across sectors (ed, law, health)	<ul style="list-style-type: none">• Office soft skills training• Encourage “fall back” skills development	<ul style="list-style-type: none">• Obtain feedback from youth• Include youth to motivate peers

ACWDB staff notes that several of the YC members’ ideas are strategies that the youth service providers incorporate into their current programming; such as using social media to maintain contact with current and past participants. In addition, staff will research several of the other topics to both share with YC members and incorporate into future procurements.

YC Chair, Alex Baker will lead a discussion on her strategies for a “Workforce Passport” that will assist YC members in becoming better acquainted with the Alameda County workforce system and its numerous partners, and to commit to engage in areas that could increase partnerships, share expertise, and improve work-based learning opportunities.

For further information, please contact Deidra Perry, Program Financial Specialist at (510) 259-3827 or deperry@acgov.org.

ITEM IV.B. – INFORMATION

MONTHLY NARRATIVE REPORT
STORY BEHIND THE NUMBERS

BACKGROUND:

Based on requests from Youth Committee (YC) members for staff to provide qualitative information on the performance on youth providers, staff now require youth providers to submit a Monthly Narrative Report (MNR) that provides additional information in support of the CalJOBS data. The MNR is also an opportunity for the providers to document successes and challenges and to request technical assistance.

The “Story Behind the Numbers” report will be available as a handout at your meeting on April 13, 2020.

For further information, please contact Deidra Perry, Program Financial Specialist at (510) 259-3827 or deperry@acgov.org.

ITEM VI.A. – REPORTS

LOCAL AREA PERFORMANCE REPORTS **ADULTS, DISLOCATED WORKERS, AND YOUTH** **PY 2019/2020; 3rd Quarter; 7/1/2019 through 3/31/2020**

BACKGROUND:

Local Area Performance is negotiated with the California Workforce Development Board biennially. New Local Area Performance measures and goals were approved by the Workforce Development Board through an Action Item at their December 13, 2018 meeting.

Local Area Performance is not evaluated in “real time”. There is a minimum nine-month look back at participants who completed Workforce Innovation and Opportunity Act (WIOA) funded services.

AVAILABILITY OF REPORTS:

Local Area Performance Reports were not functioning properly within the CalJOBS system at the time that items were being compiled for the Youth Committee (YC) meeting in April 2020.

If the CalJOBS reports function is restored in time, the reports and analysis will be presented in the form of a handout at the YC meeting on April 13, 2020.

Please contact Michele G. Garcia, MIS Administrator if you have any questions regarding Local Area Performance Reports. You can reach Michele at (510) 259-3802 or by email at mggarcia@acgov.org.

ITEM VI.B. – REPORTS

YOUTH CONTRACT PERFORMANCE INDICATORS REPORTS **PY 2019/2020; 3RD Quarter; 7/1/2019 through 3/31/2020**

BACKGROUND:

Under the Workforce Innovation and Opportunity Act (WIOA) legislation, Local Area Performance Measures include, for all WIOA Formula populations (Adults and Dislocated Workers and Youth):

1. Employment Rate at 2nd Quarter After Exit (Employment or Placement for Youth)
2. Employment Rate at 4th Quarter After Exit (Employment or Placement for Youth)
3. Median Earnings at 2nd Quarter After Exit
4. Credential Attainment within 4 Quarters After Exit

NOTE: “Placement” for Youth performance (specifically as referenced in items 1 and 2 above), is defined as placement in Employment, Advanced Training, Post-Secondary Education; or the Military.

AVAILABILITY OF REPORTS:

Contract Performance Indicator Reports could not yet be generated at the time that the Youth Committee (YC) packet was being prepared.

These reports will be made available as a handout at the YC meeting on April 13, 2020.

Please contact Michele G. Garcia, MIS Administrator if you have any questions regarding these reports. You can reach Michele at (510) 259-3802 or by email at mggarcia@acgov.org.