

**Workforce Development Board of Oswego County
Youth Council Meeting
Wednesday, July 13, 2016
Room 104 Rich Hall, SUNY Oswego**

“The Youth Council shall assist in developing the local workforce plan pertaining to youth and youth services, approving eligible providers of youth services, coordinate youth workforce development activities, and oversee public relations about youth programs.”

Minutes

Present: Brian Chetney, Dona Falciatano, Karen Merrill, Nelson Metz, Barry Tatters, Garrette Weiss, Chris Weaver, Joseph Rotella, Eleanor Petrie, Daisy Ruiz

Brian Chetney called the meeting to order at 8:04 a.m. A roundtable introduction was done.

1) Approval of Meeting Minutes from April 6, 2016

Dona Falciatano made a motion to approve the minutes. Karen Merrill seconded the motion. The motion was carried.

2) Youth Incentive Policy Revision – Nelson Metz

The Youth Incentive Policy was revised to make it more effective. The point system was eliminated in order to go back to a start incentive gift card. Youths would be able to receive a \$25 gift card for attending an approved workshop or completing career zone. Part-time subsidized employment was also re-added to the program. A log-in system was created to keep track of youths and gift cards. This would eliminate the need of requesting memos from the financial officer. It would make the process of giving gift cards easier. The revision is reverting back to the previous policy which was working successfully. The policy is also able to be modified for the WIOA regulations. Nelson maintains a careful spreadsheet that he tracks, along with Chris, the amount of gift cards given as well as who they are given to. It is updated and maintained regularly so there will not be an impact on the budget. A checks and balance process will be added to the revision. It will describe where the gift cards will be maintained and locked as well as the signing in and out process. Karen made a motion to add the revision to the September Full Board Meeting, Dona Falciatano seconded. Joe Rotella abstained. The motion was carried.

3) Performance Review – Nelson Metz

All goals were met for the 3rd quarter and are on track to be met for the 4th quarter. The WIOA Youth Contracted Services are also on track to maximize or nearly maximize expenditures in each category. 70% is expended, 80% obligated, which exceeded, 75% out of school, and 25% spent on work experience. Karen Merrill made a motion to approve the Performance Review and Dona Falciatano seconded. The motion was carried.

4) 2016/2017 Youth Services RFP – Nelson Metz

2 youths have started the CAN training on 7/11. Nelson tracks this part very closely. The Youth team does an excellent job with this program and systems are in place to continue that way. Karen Merrill made a motion to approve Youth Services RFP and Dona Falciatano seconded. The motion was carried.

5) 2017 Youth Employment Summit – Brian Chetney

The committee plans to get together towards the middle of August to begin planning. 1 district needs to be notified the 1st week of school. March is the target date for the event because SUNY Oswego is on Spring Break. Get guest speakers and schools committed to the Youth Summit. It is currently in the planning process so by October's meeting there will be more information. Brian is open to collaborating with Career Expo.

6) 2017 Career Expo – Chris Weaver

The Career Expo was initiated by the One-Stop. The only thing they get sponsorship for is refreshments. They begin planning in the Fall and will include Brian in on the meetings. The Career Expo allows 11th and 12th grader to know other options they can consider besides college. Chad Whelsky, Dave Eastman and Garrette Weiss help, as well as a couple other people from CiTi. They are also waiting on the School Year Calendar to begin the process.

7) WDB Update – Joe Rotella

Joe discussed the Driver's Education contract. Oswego BOCES was the only one that put a bid in. The Youth Council subcommittee reviewed the bid and made a recommendation to the Executive Committee for Full Board approval. Ed Mervine reviewed it and put into motion to be brought to the Full Board meeting in September with a recommendation for approval. Branch's School was informed that their contract was not renewed. The Employer survey is a bit behind, but it will be sent out soon. The Central New York Workforce Development Boards are planning on working together as a region in order to put together a grant. Joe is also working on having the directors to meet together once a month.

8) Roundtable Update – All

Karen Merrill mentioned how OCO will not be applying for SNAP 2, it is not feasible for them to do it because they are not economically fit. Bigger institutions will be able to be more productive with this. OCO would be willing to collaborate with another organization to do this.

Barry Tatters mentioned how 15% of NYSED ACCES-VR's budget is spent on Youth and encouraging legislators to go to schools and identify children with disabilities in order to help them with career growth. They also have extensive funding for on the job training. Getting the documentation of difficulties can sometimes be difficult for people. NYSED will help the people get the documentation, as well as help them in general even if they cannot get the documentation. One-Stop and NYSED will be in touch to possibly collaborate.

Chris Weaver and Nelson Metz discussed how 185 youths have been assigned to the summer youth program. There could be an additional 32 youths starting on Monday. The One-Stop secures about 200 placements and the program begins July 5th. They like to have at least 180, and they met that mark just this week.

9) Next Meeting: Wednesday October 5, 2016, Location T.B.D.