



DRAFT AGENDA

**Bay Consortium Workforce Development Board, Inc.
Youth Council
Tuesday, April 23, 2019
Rappahannock Community College
Warsaw, VA 22572
10:00 A.M.**

- I. Call to Order
- II. Roll Call
- III. Public Input
- IV. Approval of Meeting Minutes from January 28, 2019 Youth Council Meeting
- V. New Business
 - *Quarterly Reports
 - *Chair and Vice Chair Nominations
- VI. Old Business
 - *Strategic Plan and Committee Assignments
- VII. Other Topics for discussion
- VIII. Adjournment

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Bay Consortium Workforce Development Board, Inc.
Youth Council Meeting
Draft Notes
Monday, January 28, 2019
10:00 a.m.

The Youth Council met Monday, January 28, 2019, at the Northern Neck Planning District Office.

Call to Order: Marjorie Lampkin called the Youth Council Meeting to order at 10 a.m.

Roll Call: Present were Marjorie Lampkin, Faranda Ferguson, David Ferguson, and Hutt Williams. In addition, present were Jackie Davis, Kristina Allen, Steven Golas, and Katlyn Moss, WDB Staff.

Approval of Minutes: A motion was made to approve the notes from the October 29, 2018 meeting, which was seconded and approved.

Public Input: There was no public input.

New Business: Steven Golas went over the quarterly reports. He noted that SkillSource was submitting a corrective action plan since they were not meeting the planned number of participants or the 20% Work Experience Expenditure Requirement. Jackie Davis mentioned that she had an upcoming meeting with David Hunn and she would have a discussion on all items that can be charged to the 20% Work Experience Expenditure Requirement. Steven Golas also mentioned that the Employment 2nd Quarter after Exit had been Failed to Meet.

Old Business: Jackie Davis led a discussion on the future of the Youth Council. She mentioned that the Youth Council could disband or they could regroup with new members to make sure that they continue to have quorums. David Ferguson suggested keeping the Youth Council, but adding new members. He recommended adding Butch Gross, the new principal of Northern Neck Technical Center. He also suggested meeting at the providers locations so those who don't work directly with WIOA can really see how it works. Members suggested getting participants and case managers to speak at the meetings, rotate meeting locations, and getting youth participants to join the Youth Council. Steven Golas stated that he would reach out to Tina Taylor on the Eastern Shore about joining the Youth Council. Jackie Davis asked members if they could recommend a parent representative for the Youth Council, as they currently do not have one. She also stated that she would reach out to Juvenile Justice, in the Fredericksburg area, to see if they would like to have a representative on the council.

Other Topics: Jackie Davis introduced Kristina Allen, the new Fiscal and Program Manager. Steven Golas shared promotional items with the new branding with members. Members decided on April 23, 2019 as the next meeting date to meet either at a Rappahannock Community College Warsaw or Kilmarnock location.

There being no further business, the meeting was adjourned at 10:35 a.m.

Respectfully submitted,

Katlyn Moss

SkillSource Group

		1st Quarter PY 18 7/1/18 - 9/30/18	2nd Quarter PY 18 10/1/2018 - 12/31/18	3rd Quarter PY 18 1/1/19 - 3/31/19	4th Quarter PY 18 4/1/19 - 6/30/19
Customer Summary Information					
Planned Number of Participants for PY		47	47	47	47
Total Participants Served		6	18	23	
Percent of Planned		13%	38%	49%	0%
New Clients Enrolled this Quarter		0	12	5	
WIOA Youth		6	18	23	
Follow Up Information					
Total Follow-Ups Required		30	20	16	
Total Follow-Ups Completed		30	20	16	
Total Follow-Up Not Completed		0	0	0	
Employment 2nd Quarter after Exit					
WIOA Youth - 66%		88.9%	25.0%	75.0%	#DIV/0!
		8	# employed # exited 1 4	6 # employed # exited 8	# employed # exited
Employment 4th Quarter after Exit					
WIOA Youth - 62.8%		85.7%	25.0%	66.7%	#DIV/0!
		6	# employed # exited 1 4	6 # employed # exited 9	# employed # exited
Credential Attainment within Four Quarters after Exit					
WIOA Youth - 70%		80.0%	100.0%	83.3%	#DIV/0!
		4	# credentialled # exited 3 3	5 # credentialled # exited 6	# credentialled # exited
Measurable Skills Gain					
WIOA Youth - Baseline %		0.0%	0.0%	6.7%	#DIV/0!
		0	# gained # exited 3 6	1 # gained # exited 15	# gained # exited
20% Work Experience Expenditure Requirement					
10.01%	WIOA Youth		10.0%	Training Expenditures	Total Expenditures
		\$ 11,488.00		\$ 114,715.06	

Rappahannock Community College

		1st Quarter PY 18 7/1/18 - 9/30/18	2nd Quarter PY 18 10/1/2018 - 12/31/18	3rd Quarter PY 18 1/1/19 - 3/31/19	4th Quarter PY 18 4/1/19 - 6/30/19
Customer Summary Information					
Planned Number of Participants for PY		50	50	50	50
Total Participants Served		26	30	33	33
Percent of Planned		52%	60%	66%	66%
New Clients Enrolled this Quarter		1	4	3	3
WIOA Youth		26	30	33	33
Follow Up Information					
Total Follow-Ups Required		11	10	10	10
Total Follow-Ups Completed		11	10	10	10
Total Follow-Up Not Completed		0	0	0	0
Employment 2nd Quarter after Exit					
WIOA Youth - 66%		3	3	1	1
		4	3	2	2
		75.0%	100.0%	50.0%	#DIV/0!
Employment 4th Quarter after Exit					
WIOA Youth - 62.8%		2	8	3	3
		3	9	4	4
		66.7%	88.9%	75.0%	#DIV/0!
Credential Attainment within Four Quarters after Exit					
WIOA Youth - 70%		0	5	0	0
		2	8	3	3
		0.0%	62.5%	0.0%	#DIV/0!
Measurable Skills Gain					
WIOA Youth - Baseline %		1	3	2	2
		22	16	19	19
		4.5%	18.8%	10.5%	#DIV/0!
20% Work Experience Expenditure Requirement					
% WIOA Youth		\$ 28,274.21	\$ 89,196.15		
		31.7%			
		Training Expenditures			
		Total Expenditures			

Eastern Shore Community College

		1st Quarter PY 18 7/1/18 - 9/30/18	2nd Quarter PY 18 10/1/2018 - 12/31/18	3rd Quarter PY 18 1/1/19 - 3/31/19	4th Quarter PY 18 4/1/19 - 6/30/19
Customer Summary Information					
Planned Number of Participants for PY		26	26	26	26
Total Participants Served		16	18	21	26
Percent of Planned		62%	69%	81%	0%
New Clients Enrolled this Quarter		4	2	3	3
WIOA Youth		16	18	21	21
Follow Up Information					
Total Follow-Ups Required		11	15	17	17
Total Follow-Ups Completed		11	15	17	17
Total Follow-Up Not Completed		0	0	0	0
Employment 2nd Quarter after Exit					
WIOA Youth - 66%		3	# employed # exited	# employed # exited	# employed # exited
		3	0 0	3 3	3 3
Employment 4th Quarter after Exit					
WIOA Youth - 62.8%		0	# employed # exited	# employed # exited	# employed # exited
		3	7 9	3 3	3 3
Credential Attainment within Four Quarters after Exit					
WIOA Youth - 70%		0	# credentialled # exited	# credentialled # exited	# credentialled # exited
		15	7 9	2 2	2 2
Measurable Skills Gain					
WIOA Youth - Baseline %		3	# gained # exited	# gained # exited	# gained # exited
		8	1 10	0 8	0 8
20% Work Experience Expenditure Requirement					
WIOA Youth		\$ 30,267.32	Training Expenditures		
		\$ 56,192.55	Total Expenditures		
		53.9%			

3rd Quarter PY 2018

	Proposed Negotiated Level	Actual	% of Negotiated Level	Status
Youth Measures				
Employment 2nd Quarter after Exit	66.0	76.9	116.52%	E
Employment 4th Quarter after Exit	62.8	75.0	119.43%	E
Credential Attainment within 4 Quarters after Exit	70.0	63.6	90.86%	FTM
Measurable Skills Gain	Baseline	Baseline	Baseline	

BCWDB Performance Measure Definitions

Section 116 of the Workforce Innovation and Opportunity Act (WIOA) specifies the core metrics that the Local Workforce Development Boards (LWDB) and the state will be measured against. The following Indicators of Performance are part of the performance accountability system under WIOA:

Employment 2nd Quarter after Exit

The percentage of program participants who are in unsubsidized employment during the 2nd quarter after exit from the program. **(Adult and Dislocated Workers)**
Participants in education, or training or employment in the 2nd quarter after exit. **(Youth)**

Employment 4th Quarter after Exit

The percentage of program participants who are in unsubsidized employment during the fourth quarter after exit from the program. **(Adult and Dislocated Workers)**
Participants in education, or training or employment in the 4th quarter after exit. **(Youth)**

Median Earnings 2nd Quarter after Exit

The median earnings of program participants who are in unsubsidized employment in the second quarter after exit from the program. **(Adult, Dislocated Workers, Youth)**

Credential Attainment within Four Quarters after Exit

The percentage of program participants who attain a recognized postsecondary credential, or a secondary school diploma or its recognized equivalent, during program participation or within 1 year after exit from the program. **(Adult, Dislocated Workers, Youth)**

Measurable Skills Gain

The percentage of program participants who, during a program year, are in an education or training program that leads to a recognized postsecondary credential or employment and who are achieving measurable skill gains toward a credential or employment. **(Adult, Dislocated Worker, Youth)**

For Program Years 2018 and 2019, the following measures will not be included in the local negotiations process:

- *Median Earnings 2 nd Quarter after Exit - Youth*
- *Measurable Skills Gains -Adult, Dislocated Workers, and Youth*

*SkillSource Group Youth Success Story – George Washington**

Matthew, a 24-year-old young adult from Nebraska, moved to Fredericksburg in August 2018. He moved to the area with a colleague who was opening a roofing business. The business did not come to fruition. Matthew was living with a girlfriend temporarily, which also dissolved almost as quickly as it started. He began to research career and employment help, as he is very resourceful, having been disconnected from his parents at a young age. He found the Virginia Career Works Center, Fredericksburg and began to dig deeper. He visited the center in late November 2018, and there the success story begins.

Matthew and his WIOA Youth Case Manager discussed his situation. He had a little experience with driving tow trucks and was interested in obtaining his Commercial Driving License. There were a few obstacles. Matthew was living in his car he borrowed from a friend he had met when he arrived. He had no Virginia Driver license, no birth certificate, was an offender (where he was in the wrong place at the wrong time with the wrong people), and no support to remedy any of these barriers.

Matthew enrolled in the WIOA Young Adult program December 5, 2018. He and his case manager immediately began to research the CDL school and enrolled him to start early January. The WIOA Youth Program paid to transfer his license to Virginia and for the DMV to receive proof of his birth in Nebraska. His background was reviewed, and there were no court dates or fines at present, but he and his case manager knew it may be an obstacle when seeking employment.

In the interim, Matthew was hired by Jay's Restaurant part-time and he gained a little income for food and an occasional stay at a hotel for comfort and showering. He also visited the Micah House for homeless, where he could shower during the day, and they also provided a mailbox for him to receive his mail. Matthew was very persistent about his willingness to do whatever it took to receive his CDL, pay off his bank fines, and begin making a good income. The WIOA Youth Program funded his drug screen, physical, and enrolled him in the CDL class. The training school would provide housing for him during school for a reduced rate, which the WIOA Youth Program also funded. His case manager worked with him on soft skills, created a resume, had him attend leadership training and retaining a job workshop. Matthew and his case manager conducted job search together, and they formed a great relationship, as well as with the employees in the Virginia Career Works Fredericksburg Center.

There were some hitches, such as the school does not get the reduced rate on weekends, holidays, or snow closures. Matthew was using his small amount of pay he now made only on weekends for food, and he offered to take his hotel roommate to the bus station every Friday to go home. Moving forward, Matthew completed his CDL, and because he was very persistent and proactive, he landed a position with Simbeck Trucking Co, Winchester, VA. They believe in helping young adults and are a company who will hire offenders on a case by case basis. He was one of the best trainees they have had, per the CDS training instructor, and ready to go "on the road".

Matthew drove to Winchester, VA where he began his full-time position on February 12, 2019, the day after passing the CDL test and going directly to the DMV to obtain his commercial license. He still contacts his case manager consistently, to let her know he is doing well, and where he has been on the road, including Ohio, PA, NH, MD, WV, NY, TN, all in a few short weeks. His pay is 25% of each load, moving various things for various organizations for Simbeck. He was given his own truck almost immediately, and has his own “home” as well, in the truck, where he can sleep, eat or simply rest and enjoy.

He has paid off his bank dues, given his friend back the car he borrowed, eats hot meals daily, and is thinking about looking for an apartment for his free days, but not in any hurry. He is simply glad to have stable income and a future full of opportunity. Although he has been disconnected from his family and had numerous “bad luck” stories surrounding the situation in Nebraska, he has purchased a plane ticket, and will attend his younger brother’s high school graduation in May, and visit with his parents for the first time in years.

Matthew’s success story reflects highly on his initiative and persistence, the supports provided through the Virginia Career Works Fredericksburg Center and the critical importance of the WIOA Youth Program and the positive impact it has on many young lives.

**Signed permission was obtained from Matthew Glover to utilize his name and photograph in outreach materials.*

Rappahannock Community College Youth Success Story – Northern Neck

JB enrolled in Youth WIOA as a 19-year-old seeking career guidance, support and training assistance. He had multiple challenges including Autism Spectrum Disorder, Bipolar Disorder with psychotic features and chronic health issues. He also had many strengths. He achieved a perfect English score and near-perfect math score on his GAIN assessment and a Gold CRC. He had good manners and a strong work ethic. His family was also very committed to his success. JB participated in the Summer Skills Program created by his case manager. The four-week program consisted of training in Financial Literacy, National Retail Federation (NRF) Customer Service and Sales, time and self-management skills, interpersonal communication skills, and career exploration. Through the program, he received his NRF credential. His case manager worked with DARS to facilitate Mechanical Technician training at Woodrow Wilson Rehabilitation Center. Upon successful completion, he obtained his OSHA 10 certificate, forklift certificate, and Manufacturing Skills Institute (MSI) credential. JB obtained employment at a logistics company in the Shenandoah Valley earning \$14 per hour with benefits. He shares an apartment with a co-worker and has become self-sufficient. JB loves his job and being able to live independently.

Rappahannock Community College Youth Success Story – Middle Peninsula

DW was a senior at Middlesex High when he was referred to the WIOA program. He wanted to go into the nursing program at RCC. After graduation from high school he enrolled in our WIOA youth services program. He was also co-enrolled in RCC’s POWER-UP program. The POWER-UP program is a fifteen-week cohort based education and employment program. He

completed 7-weeks of job readiness and an 8-week CNA course. In keeping with his goal to further his education, he enrolled in a Medication Aide course. He has completed that also. He has offers for employment and he is very grateful for the help he has received.

Eastern Shore Community College Youth Success Stories – Eastern Shore

Story #1

SS is a senior in high school who was struggling to pass the English 11 writing SOL required for graduation. Although Sal was receiving tutoring and additional writing support from staff he continued to score poorly on the writing SOL. His high school Career Coach spoke to the guidance counselor and asked that he be allowed to complete the WorkKeys assessment in lieu of the English 11 SOL. The request went before the high school administration committee and was approved. SS completed the WorkKeys assessment this quarter and passed and has now satisfied the graduation requirement for English 11. SS is ecstatic and so are his foster parents!

Story #2

MM is an OSY who is now certified in Phlebotomy. MM was dedicated in passing the Phlebotomy course as she attended every class. Maroon passed the Phlebotomy course with one of the highest grades in the class. MM consistently let Case Manager know of any issues that she encountered but that was her way of showing that MM wanted to succeed. MM passed the Phlebotomy national exam on the first try with one of the top scores in the class. MM is currently in the process of beginning her internship at a local medical facility.

4. Strategic Priorities

Strategic Priority Number One: Funding – Performance and Accountability

Goal: Maximize funding opportunities to support strategic priorities

Objectives:

- 1. Diversify streams of revenue to support the strategic priorities**
- 2. Secure professional grant writer on an as need basis**
- 3. Monitor funds for correlation with goals**
- 4. Evaluation objective (TBD)**

Strategic Priority Number Two: Program Development and Implementation – One Stop

Goal: Lead workforce system of partners to provide comprehensive programs and services

Objectives:

- 1. Provide responsive and innovative employer services**
- 2. Provide responsive and innovative training and support services for jobseekers**
- 3. Ensure WIOA compliance through tracking and documentation**
- 4. Evaluation objective (TBD)**

Strategic Priority Number Three: Business and Community Engagement –Board Development

Goal: Enhance outreach and connectivity to business and community partners

Objectives:

- 1. Create and implement a plan for connecting with regional employers**
- 2. Improve communication with local elected officials**
- 3. Coordinate and collaborate with community partners to better align resources**
- 4. Evaluation objective (TBD)**

Strategic Priority Number Four: Marketing – Labor Market

Goal: Enhance visibility and viability of WDB as an important key community resource

Objectives:

- 1. Create and implement a comprehensive marketing plan to support strategic priorities**
- 2. Pursue sponsorships and partnerships to support program initiatives**
- 3. Create and build rapport with industry and business community through personal engagement**
- 4. Evaluation objective (TBD)**