

nova
Youth Committee
Meeting Minutes
Monday, March 25, 2013

Present: Carl Cimino, Frank Benest, Van Dang, Laura Stefanski, Ladan Dalla Betta, Myvan Khuu-Seeman, Lynn Morison, David Pulido,

Absent: Amber Grewal, Greg Young, Mary Eros, Cuauhtemoc Hernandez

Also Present: Jennifer Springer, Cathy Haynes, Kris Stadelman, Cindy Stahl

I. Welcome and Review Agenda

Carl reviewed the agenda

II. Discussion

New Strategic Plan and potential change for youth delivery system

Kris provided an overview of the State Planning process. The Workforce Investment Act (WIA) requires that the local workforce investment board submit a strategic local workforce plan that reflects the vision, strategy, and goals of the State Strategic Workforce Development Plan. NOVA's plan is a comprehensive document that describes NOVA's vision for engaging key partners to effectively meet the rapidly changing needs of businesses and job seekers in a highly competitive and global economy.

The plan includes the "10 Strategies" developed from input of the NOVA Workforce Board at their annual retreat. The strategies identify what NOVA wants to accomplish.

The plan is currently available on the NOVA website and comments relative to the plan may be submitted to publiccomment@novaworks.org no later than June 7, 2013.

#8: Proposed Youth Strategy from NOVA's Strategic Plan:

NOVA will re-imagine its youth program with the advice of its Youth Council to engage key partners in a strategy that best utilizes NOVA's expertise and leverages other community resources to efficiently reach more youth with combined services.

This is a strategy the Youth Committee is already working on. The workforce development curriculum for mentors is one way for us to reach more youth in the community.

Cathy gave an overview and the committee had discussion and provided input on the Youth Services RFP (goal of the RFP is to do a "market test" to see if other organizations could assist NOVA to reach more youth). NOVA would retain eligibility and verification of performance and monitoring. The duration of the contract would be 1 year with option for extension based on performance and funding.

Potential outcomes:

1. Contract all services
2. Contract some portion of services
3. Continue as is and RFP again in another year

Carl and Ladan volunteered to assist in the development of scoring criteria for proposals received.

To review the RFP and related documents, please visit:

<http://www.novaworks.org/AboutUs/RFP.aspx>

III. Review of Workforce Development Curriculum for Mentors

Jennifer reviewed the first 2 chapters of the curriculum available on the website. Committee members suggested we provide tips for the mentoring organizations including adding a link on their websites, draft an email that can be used by the organizations to get information out to their mentors (email drafted and sent in April) and develop a “Top 10 List” of how to push the information out. We requested that all youth committee members review the curriculum and give us any feedback.

Frank asked whether it would make sense to have coaching training (videotaped) and we could do demonstration on how to be a mentor. Could have a 20-30 minute demo posted on the website. Van mentioned that mentor.org has a video and maybe we could get permission to link to it. (Frank commented that we would need some sort of handout to follow the conversation.) NOVA staff to follow-up on suggestions.

IV. Identify Next Steps / Scheduling Next Meeting

1. NOVA staff and few youth committee members to continue work on RFP process.
2. NOVA staff continue working on workforce curriculum and posting on the website.

Next meeting date TBD