



Youth Committee Meeting Minutes
Wednesday, August 27, 2014

Present: Carl Cimino, Frank Benest, Laura Stefanski, Van Dan, Lynn Morison

Absent: Ladan Dalla Betta, David Pulido, Amber Grewal, Mary Eros

Also Present: Cathy Haynes, Cindy Stahl

I. Welcome and Review Agenda

Carl reviewed the agenda

II. Discussion / Review of Youth Program Contract with Bill Wilson Center

The Youth Committee last reviewed the BWC youth contract at the March meeting (5 months from the start of the contract). NOVA staff stated there has been improvement on items identified in the monitoring of the program in March 2014. Current challenges that are being addressed include:

- Both Inter- and Intra-organization communication continues to need improvement. Bill Wilson Center leadership recognizes this and is working to resolve the issues. Recently instituted monthly meetings with BWC and NOVA staff to increase communication.
- The slow start at the beginning of the contract to enroll youth has pushed back the ability to exit youth. There were no actual WIA outcomes to report but there has been preliminary review of customers ready to exit and projected performance should meet goals outlined in the contract.
- More progress on providing basic skills remediation needs to be done.

Strengths of the program include:

- New COO has taken an active role in understanding and administering the contract.
- Program staff is ethnically diverse and relates well to the youth. They are earnest in their efforts to provide quality service and positive impact.
- They have re-established connections in the Milpitas area and ran a summer program and in the city.
- Tutoring and mentoring service were developed and made available to youth (however, were underutilized_

III. Presentation from Bill Wilson Center Staff

• Program successes and challenges to date

Tami Moore, BWC Program Manager, David Lang, CFO and Deryk Clarke provided an update:

- Developed 35 worksites for youth.
- Developed relationship with County Social Services to recruit youth
- NOVA's Youth Program will be a part of referral from all programs offered through the BWC.
- Getting youth placed as direct hires after the end of their work experience.
- Identified worksites that youth had an interest in (not just any placement)
- Month of August will focus on recruitment of Out-of-School youth.

IV. Youth Committee Questions / Clarification

Frank asked what has changed internally since March? CFO now works more closely with NOVA team regarding budget. He has learned how to better provide necessary information and has modified what they were doing to be successful as a WIA contractor. Looking forward to leveraging what they learned in the first year in hopes of having the opportunity to administer the contract for another year.

Van asked about challenges of serving more Out-of-School youth. BWC staff stated they can make this happen. They have a plan in place for referrals from the County to specifically recruit OOS youth.

Van also asked about focus on all cities. BWC staff expanded services in Milpitas due to NOVA's request and because it is an underserved community in need of services. They discussed connections in

all of NOVA's consortium cities, especially in the schools.

V. Youth Committee Discussion and Recommendation to the NOVA WB

Discussed the Youth Committee's responsibility for advising the board on youth matters. If we recommend contracting for another year, the board will take action and it is expected they will approve our recommendation. Final approval is with Sunnyvale City Council. (Lynn Morison left the meeting prior to the discussion and recommendation as she is employed by Bill Wilson Center).

Committee members Van Dang, Frank Benest, Laura Stefanski and Carl Cimino all recommend to the NOVA Workforce Board, renewal of the contract with Bill Wilson Center effective October 1, 2014 through September 30, 2015.

VI. Identify Next Steps / Scheduling Next Meeting

Recommendation will go to the Sunnyvale City Council on September 16, and the NOVA Workforce Board will take action on September 24.

The committee members requested an update on the new contract in early 2015. NVA staff will coordinate scheduling the meeting.