**Youth Council**

**February 16, 2023**

###### SUMMARY MINUTES

The meeting was called to order at 4:03 p.m.

ROLL CALL: PRESENT – Katherine Martindale, Vasili Sotiropulos, and Michelle Tutunjian

ABSENT – Ricardo Vasquez and Rick Watson

AGENDA CHANGES: None

ABSTENTIONS/RECUSALS/ None

DISCLOSURES OF

POTENTIAL CONFLICTS OF

INTEREST: None

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| COMMITTEE CHAIR/STAFF COMMENTS: | None |

PUBLIC COMMENTS: None

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| Item | Description/Action Taken |
| 1. | February 17, 2022, Youth Council Meeting MinutesBlake Konczal, Executive Director, Fresno Regional Workforce Development Board (FRWDB), presented the February 17, 2022, meeting minutes for the Youth Council’s (Council’s) approval, or correction and approval. **MARTINDALE/TUTUNJAIN – APPROVED THE FEBRUARY 17, 2022, YOUTH COUNCIL MEETING MINUTES. (UNANIMOUS)** |
| 2. | **Ratification of New Youth Council Member**  Mr. Konczal presented for recommendation to the FRWDB, the ratification of Director Terry Metters, Jr. to the Council.  **TUTUNJIAN/MARTINDALE – RECOMMENDED THAT THE FRWDB RATIFY THE APPOINTMENT OF TERRY METTERS, JR. TO THE YOUTH COUNCIL. (UNANIMOUS)** |
| 3. | **Young Adult Participant Success Stories**  Ana Escareno, Youth Program Coordinator, FRWDB, presented two (2) videos highlighting the Outstanding Achievement Award winners for the Third and Fourth Quarters of Program Year (PY) 2022-2023. Delinah Rosas was the Third Quarter PY 2022-2023 winner, and Gabriela Sosa was the Fourth Quarter PY 2022-2023 winner. The first video highlighted Ms. Rosas’ journey to securing employment as a Dental Assistant at Purewal Dentistry. The second video highlighted Ms. Sosa’s placement at the City of Fresno through a work-based learning work experience opportunity as an Administrative Assistant.  This was an information item. |
| 4. | **Youth Services RFP Rating Team** |
|  | Phyllis Stogbauer, Senior Deputy Director, FRWDB, reported that the Youth Program Services Request for Proposals (RFP) was released on January 24, 2023, and proposals were due in the FRWDB office by February 22, 2023. She indicated that the procurement is for five (5) years and that contracts must be in place by June 30, 2023. Ms. Stogbauer indicated that a rating team would be created to review the submitted proposals and she asked for volunteers from the Council. The rating team would meet some time in March.  This was a discussion item. |
| 5. | **Work Experience Expenditure Report** |
|  | Ms. Escareno presented the Workforce Innovation and Opportunity Act (WIOA) Youth Participant Work Experience Expenditure Report for the First and Second Quarters of PY 2022-2023, for the Council’s recommendation to the FRWDB. |
|  | Council Members Martindale and Tutunjian had questions about the table presented in the item, stating that it was confusing and not understandable. After a lengthy discussion about the item, Mr. Konczal withdrew the item, stating that FRWDB staff would make changes to the table and bring this item back to the next meeting |
| 6. | **Local Performance Results Report**  Ms. Escareno presented the First and Second Quarter Local Performance Results Report for PY 2022-2023 for the Council’s recommendation to the FRWDB. Ms. Escareno stated that the goal was to serve at least 95% of participants and that for the most part, all of their providers were right on target, with Fresno EOC a little bit above target with the out of school youth. Ms. Escareno stated that the rural west office was below the target of 95%.  There was a lengthy discussion regarding the reports, particularly regarding the rural west. Council Member Martindale asked what was going to happen about the rural west being below target. Council Member Tutunjian also asked what the strategy was to get the numbers up to 95%. Ms. Escareno replied that the Provider of Services was present to answer questions regarding the percentages or the number of participants that have been served.  Ms. Stogbauer reminded the Council that the contract was acquired by Proteus, Inc. in mid-Spring of 2022, when FRWDB pulled West Hills Community College District’s contract.  Maria Aguilar, Program Manager, Proteus, shared that there were challenges with enrolling participants due to being new to the area and having to start from the ground up with networking and marketing. Priscilla Gonzales and Jose Gonzales, Proteus, both stated that they plan to overcome enrollment challenges by working with their staff to build rapport with the community. They also stated that they were actively working with the FRWDB Marketing Department to utilize social media more and attend events in the rural west to increase branding and presence of the FRWDB. |
|  | **MARTINDALE/TUTUNJIAN – RECOMMENDED THAT THE FRWDB ACCEPT THE FIRST AND SECOND QUARTER LOCAL PERFORMANCE RESULTS REPORT FOR PROGRAM YEAR 2022-2023. (UNANIMOUS)** |
| 7. | **Young Adult Satisfaction Report** |
|  | Mr. DeWitt presented the Third and Fourth Quarter Youth Program Satisfaction Report for PY 2021-2022, and the First and Second Quarter Youth Program Satisfaction Report for PY 2022-2023 for the Council’s recommendation to the FRWDB. |
|  | Mr. DeWitt stated that for PY 2021-2022, the response rate was at 63.1%, with 59.4% reported as extremely satisfied and 35.4% satisfied. For PY 2022-2023, Mr. DeWitt reported that the response rate was at 65.6%, with 55.2% reported as extremely satisfied and 29.8% satisfied. Mr. DeWitt read some of the comments from the participants.  Council Member Martindale stated that even though the youth like doing workshops via Zoom, she did not recommend conducting the workshops this way, noting that they are diminishing their experience by attending the workshops virtually. Mr. DeWitt stated that FRWDB was trying to get back to onsite workshops whenever possible.  **TUTUNJIAN/MARTINDALE – RECOMMENDED THAT THE FRWDB ACCEPT THE THIRD AND FOURTH QUARTER YOUNG ADULT SATISFACTION REPORT FOR PROGRAM YEAR 2021-2022 AND THE FIRST AND SECOND QUARTER YOUNG ADULT SATISFACTION REPORT FOR PROGRAM YEAR 2022-2023. (UNANIMOUS)** |
| 8. | **Providers of Services’ Monitoring Report** |
|  | Mr. DeWitt presented the Third and Fourth Quarter Providers of Services’ Monitoring Report for PY 2021-2022, and the First and Second Quarter Providers of Services’ Monitoring Report for PY 2022-2023 for the Council’s recommendation to the FRWDB.  Mr. DeWitt reported that for the Third and Fourth Quarters of PY 2021-2022, all program monitoring findings were closed or conditionally closed, with no fiscal monitoring findings. For the First and Second Quarters of PY 2022-2023, all findings were closed for program monitoring, and there were no findings in fiscal monitoring. |
|  | **MARTINDALE/TUTUNJIAN – RECOMMENDED THAT THE FRWDB ACCEPT THE THIRD AND FOURTH QUARTER PROVIDERS OF SERVICES’ MONITORING REPORT FOR PROGRAM YEAR 2021-2022 AND THE FIRST AND SECOND QUARTER PROVIDERS OF SERVICES’ MONITORING REPORT FOR PROGRAM YEAR 2022-2023. (UNANIMOUS)** |
| 9. | **Local Area Youth Performance Results**  Tim Giles, Deputy Director Information and General Services, FRWDB, presented the Youth Local Area Performance Results for PY 2020-2021 for the Council’s recommendation to the FRWDB.  Mr. Giles reviewed the Youth Local Area WIOA performance results for PY 2020-2021 with the Council. Council Member Martindale asked who sets the goals, as shown on the table. Mr. Giles indicated that FRWDB staff negotiates the goals with the State every two (2) years. There was further discussion about the table and calculations in the item. Mr. Giles explained the calculations were made with the State’s Statistical Adjustment Model. |
|  | **TUTUNJIAN/MARTINDALE – RECOMMENDED THAT THE FRWDB ACCEPT THE YOUTH LOCAL PERFORMANCE RESULTS REPORT FOR PROGRAM YEAR 2020-2021. (UNANIMOUS)** |
| 10. | **Providers of Services’ Customer Complaint Reports**  Mr. DeWitt reported that there were no complaints for the Third and Fourth Quarters of PY 2021-2022, and the First and Second Quarters of PY 2022-2023.  **TUTUNJIAN/MARTINDALE – RECOMMENDED THAT THE FRWDB ACCEPT THE PROVIDERS OF SERVICES’ CUSTOMER COMPLAINT REPORTS FOR THE THIRD AND FOURTH QUARTERS OF PROGRAM YEAR 2021-2022 AND THE FIRST AND SECOND QUARTERS OF PROGRAM YEAR 2022-2023. (UNANIMOUS)** |
| 11. | **Youth Demographics Report for Program** |
|  | Mr. Giles reviewed the Second Quarter Youth Demographics Report for PY 2022-2023. FRWDB Chair Montalbano asked why there was a large percentage of “no response” shown on the graph. Mr. Giles explained that this was due to there not being a “Hispanic” choice for participants to make.  This was an information item. |
| 12 | **Youth Job Placement by Industry** |
|  | Ms. Stogbauer stated that FRWDB staff created a report, in response to a request made at the February 17, 2022, Youth Council Meeting, showing in which industry the job placements were made. The Youth Job Placement by Industry Report for PY 2022-2023 was reviewed by the Council.  This was an information item. |
| 13. | **Agenda Items for May 19, 2023, Meeting** |
|  | There were no items suggested for the May 19, 2023, Youth Council Meeting. |
| 14. | **Meeting Feedback** |
|  | Council Member Martindale suggested that more information be shared when reports are being presented, such as trends, challenges, and how FRWDB staff is responding. |

Meeting adjourned at 5:01 p.m.