



Erik Cushman,  
WIB & Executive Chair

Joanne Webster,  
1<sup>st</sup> Vice Chair

Anthony Aniello,  
WIB 2<sup>nd</sup> Vice Chair

David Bernahl, II.,  
Past WIB Chair

**Youth Council Members:**

**Diana Carrillo, Chair**  
Center for Employment Training  
**Randy Bangs**

Mission Trails ROP

**Vivian Brennand**

Mo. Co. Housing Authority

**Pamela Brown**

Mo. Co. Public Defenders Office

**Patricia Carter**

Eligible Youth Parent

**Maria Castillo**

Monterey Bay Central Labor Council

**Mark Gonzalez**

No. CA Cement Masons

**Hunter Harvath**

Monterey-Salinas Transit

**Ann Kilty**

Monterey Unified School District

**Salvador Munoz**

Munoz and Associates

**Ginger Pierce**

Mo. Co. Children & Family Services

**Tina Rosa**

Seaside Police Activities League

Monterey County  
Workforce Investment Board  
(WIB)

Loyanne Flinn,  
Acting Executive Director

168 W. Alisal Street, 2<sup>nd</sup> Floor  
Salinas, CA 93901  
(831) 7596644  
flinnlg@co.monterey.ca.us  
www.montereycountywib.org

# PUBLIC MEETING NOTICE

Monterey County Workforce Investment Board (WIB)

## YOUTH COUNCIL

Salinas Education Center

20 Sherwood Place, Room M1, Salinas, CA 93906

Tuesday, September 13, 2011

3:00pm

### AGENDA

#### CALL TO ORDER/INTRODUCTIONS

Diana Carrillo,  
Chair

#### CHANGES TO THE AGENDA

**PUBLIC COMMENT** – For items not listed on the agenda. Limited to 3 min.

#### BUSINESS MEETING

- |   |                                   |
|---|-----------------------------------|
| <b>1. Action:</b> Approve the June 14, 2011 Youth Council meeting minutes<br>(see attached)   | Diana Carrillo                    |
| <b>2. Action:</b> Consider moving the Youth Council meetings to every other month (see attached)  | Diana Carrillo                    |
| <b>3. Information:</b> Update from the Office for Employment Training on the 2011 Summer Youth Employment Program and planned services and activities for program year 2011-12 (verbal) | Rod Powell                        |
| <b>4. Information:</b> Information on Turning Point's new youth contract for program year 2011-12 (see attached)  | Deborah Carrillo<br>Pearl Sanchez |
| <b>5. Information:</b> Information on Santa Cruz County Office of Education's new youth contract for program year 2011-12 (see attached)  | Jo Ann Allen                      |
| <b>6. Information:</b> Discussion of Youth Member Recruitment (see attached)  | Jo Ann Allen                      |
| <b>7. Information:</b> Information and recruitment efforts on Rancho Cielo's YouthBuild Program (see attached)  | Cecilia Flores                    |
| <b>8. Information:</b> Update from Youth Council member and meeting host, Randy Bangs, on the Salinas Education Center and MCBERI initiatives (verbal)                                  | Randy Bangs                       |
| <b>9. Information:</b> Update on the program year 2010-11, WIA Title I, OET youth compliance monitoring (verbal)  | Stephanie Shonley                 |

#### ANNOUNCEMENTS OF EVENTS OR SERVICES

Diana Carrillo

#### Upcoming WIB Meetings

##### Executive Committee:

Wednesday, September 21, 2011- Monterey County Weekly, 668 Williams Ave, Seaside, CA 93955

##### WIB:

October 5, 2011- Location TBD

##### Youth Council

Tuesday, October 11, 2011- Monterey-Salinas Transit (MST), One Ryan Ranch Road, Monterey, CA 93940

#### ADJOURN

Diana Carrillo

If requested, the agenda shall be made available in appropriate alternative formats to persons with a disability, as required by Section 202 of the Americans with Disabilities Act of 1990 (42 USC Sec. 12132), and the federal rules and regulations adopted in implementation thereof. Information regarding how, to whom and when a request for disability related modification or accommodation, including auxiliary aids or services may be made by a person with a disability who requires a modification or accommodation in order to participate in the public meeting. For information, please call (831) 796-3313 or visit our website at [www.montereycountywib.org](http://www.montereycountywib.org).



Erik Cushman,  
WIB & Executive Chair

Joanne Webster,  
WIB 1<sup>st</sup> Vice Chair

Anthony Aniello,  
WIB 2<sup>nd</sup> Vice Chair

David Bernahl, II.,  
WIB Past Chair



## Monterey County Workforce Investment Board (WIB)

Contact Information

### Loyanne Flinn, WIB Acting Executive Director

Economic Opportunity  
168 W. Alisal Street, 2<sup>nd</sup> Floor, Salinas, CA 93901  
Phone: (831) 759-6644  
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General Phone: (831) 796-6434

### WIB STAFF:

Manley Bush, (831) 796-6414, [bushm@co.monterey.ca.us](mailto:bushm@co.monterey.ca.us)  
Marleen Esquerra, (831) 796-6412, [esquerraml@co.monterey.ca.us](mailto:esquerraml@co.monterey.ca.us)  
Flor Galvan, (831) 796-6434, [galvanf@co.monterey.ca.us](mailto:galvanf@co.monterey.ca.us)  
Stephanie Shonley, (831) 796-6410, [shonleys@co.monterey.ca.us](mailto:shonleys@co.monterey.ca.us)

## Monterey County One-Stop Career Center Operators

Contact Information



### Department of Social and Employment Services, Employment Services – Office for Employment Training (OET)

Barbara Verba, Deputy Director  
Phone: (831) 796-1520  
Email: [verbab@co.monterey.ca.us](mailto:verbab@co.monterey.ca.us)  
Website:  
<http://mcdses.co.monterey.ca.us>

### CalWORKs Employment Services (CWES), Community Action Partnership (CAP), Monterey County Child Care Planning Council (CCPC)

Barbara Verba, Deputy Director  
Phone: (831) 796-1520  
Email: [verbab@co.monterey.ca.us](mailto:verbab@co.monterey.ca.us)  
Website:  
<http://mcdses.co.monterey.ca.us>

### Employment Development Department (EDD)

Yuko Duckworth  
Phone: (831) 796-3632  
Email:  
[DuckworthY@co.monterey.ca.us](mailto:DuckworthY@co.monterey.ca.us)  
Website:  
[www.edd.ca.gov](http://www.edd.ca.gov)

### Monterey County One-Stop Career Center Locations

#### Salinas One-Stop

Salinas Airport Business Park  
730 La Guardia Street  
Salinas, CA 93905  
(831) 796-3600

#### Seaside One-Stop

University Plaza Shopping Center  
1760 Fremont Blvd, Ste. D-2  
Seaside, CA 93955  
(831) 899-8236

#### King City One-Stop

Towne Square Shopping Center  
200 Broadway Street, Ste. 62  
King City, CA 93930  
(831) 386-6801

Monterey County  
Workforce Investment  
Board (WIB)

Loyanne Flinn,  
Acting Executive Director

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# OVERVIEW of Workforce Investment Act YOUTH Programs

## Youth Council

The Youth Council makes recommendations to the Monterey County Workforce Investment Board (WIB) regarding youth programs and proposals for funding, provides oversight of Workforce Investment Act (WIA) Title I youth programs, and fosters collaboration and integration of youth activities throughout Monterey County.

## Workforce Investment Act (WIA)

The Workforce Investment Act requires that 10 program elements be made available to all youth who are served by the WIA youth system. These program elements are designed to fill the gaps in the lives of youth who lack the family, educational, and social frameworks to meet their essential needs.

## WIA Youth Eligibility Requirements (14-21)

An individual who is not less than 14 and not more than 21 shall be eligible to participate in the WIA Title I Youth Program if such individual: Meets General Eligibility, which consists of providing a verification source for each applicable category. Citizenship or Eligible to Work • Selective Service Registrant (if applicable) • Age

### AND

Meets the definition and provides a verification source for one of the following Low-income categories:

- Cash Public Assistance • Family Income at or below the PovertyLine or 70% of the Lower Living Standard Income Level (LLSIL) • Receives Food Stamps or was determined eligible to receive in the last six months • Homeless per 103(a) and 103(c) of the McKinney Act • Publicly supported Foster Child • Individual with a disability and own income at or below Poverty Line or 70% of the LSIL

### AND

Meets the definition and provides a verification source for one or more of the following Barrier categories:

- Basic Skills Deficient • School Dropout • Homeless, Runaway, or Foster Child • Pregnant or Parenting • Offender • Is an individual (including a youth with a disability) who requires additional assistance to complete an educational program or to secure and hold employment

## The required program elements are:

1. Tutoring, study skills, and dropout prevention strategies
2. Alternative secondary school offerings
3. Summer employment opportunities linked to academic and occupational learning
4. Paid and unpaid work experience
5. Occupational skill training
6. Leadership development
7. Supportive services
8. Adult mentoring for at least 12 months
9. Comprehensive guidance and counseling
10. Follow-up activities for no less than 12 months after completion of participation

## Youth Program Outcomes:

- Provide youth who have job experience with knowledge and skills needed to advance in a job
- Provide youth with occupational skills that allow them to enter a specific occupation
- Provide youth with literacy and numeracy skills needed to enter and advance in the workforce

**UNADOPTED**

**Minutes of the Monterey County Workforce Investment Board  
Youth Council Meeting  
June 14, 2011, 3:00 pm  
Salinas One-Stop Career Center  
730 La Guardia Street, Salinas, CA 93905**

<b>MEMBERS PRESENT</b>	<b>REPRESENTING</b>
Diana Carrillo, Chair	Migrant & Seasonal Farm Worker Programs
Tina Rosa	Community Youth Advocate
Randy Bangs	Education
Patricia Carter	WIA Youth Parent
Mark Gonzalez	Labor
Ginger Pierce	Children & Family Services
Tina Rosa	Community Youth Advocate
Vivian Brennand	Housing
Ann Kilty	Education
Maria Castillo	Individual with Experience in Youth Activities
Salvador Munoz	Business
Loyanne Flinn	Acting WIB Executive Director, Ex-Officio Member
<b>MEMBERS ABSENT</b>	<b>REPRESENTING</b>
Pamela Brown	Juvenile Justice
Hunter Harvath	Economic Development
<b>OTHERS PRESENT</b>	<b>REPRESENTING</b>
Rod Powell	OET
Angelica Meza	OET
Pearl Sanchez	Turning Point
Crystal Vasquez	Unity Care
Rhonda Staton	Unity Care
Anjanette Love	Unity Care
Mark Bruszer	Rancho Cielo
Stephanie Shonley	WIB Staff

**CALL TO ORDER/INTRODUCTIONS:** Ms. Carrillo called the meeting to order at 3:12pm. She welcomed those in attendance and called for introductions. A quorum was established

**CHANGES TO THE AGENDA:** None

**PUBLIC COMMENT:** None

**1. Action: Approve the April 12, 2011 Youth Council minutes**

**Motion:** Mr. Gonzalez moved to approve the minutes, as stated.

**Second:** Ms. Pierce

**Motion Passed**

**2. Information: Review the attendance of Youth Council members from January to April 2011**

WIB Staff member Gloria Torrez presented an update on the Youth Council member attendance as of April 2011. Ms. Torrez stated that if WIB staff is notified that a member will be absent prior to the meeting, the member will not be counted as absent. Miss Torrez ask that she be contacted if a mistake had been made.

**3. Action: Approve the reappointment of Youth Council member Patricia Carter, representing Eligible Youth Parent for a two-year term to commence June 28, 2011 and end June 28, 2013**

**Motion:** Mr. Gonzalez moved to accept the action, as stated.

**Second:** Ms. Kilty

**Motion Passed Unanimously**

**4. Action: Consider and approve the final monitoring report of the Turning Point of Central California, Inc. WIA Title I Youth PY2010-11 subcontract**

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WIB staff member Stephanie Shonley stated that monitoring was done for fiscal and compliance. She added that there were some observations but no findings. She stated that WIB staff requested that Turning Point utilize the Virtual One Stop (VOS) more frequently. Another recommendation was that Turning Point do more outreach to different sectors throughout the county. Ms. Shonley said Turning Point is always a pleasure to work with; the youth participants and employers only had great things to say about the staff and the opportunity they were given to be part of the work experience program. Pearl Sanchez of Turning Point told the members that they started utilizing VOS as requested and they will continue if granted future contracts with the WIB.

**Motion:** Ms. Rosa moved to accept the action, as stated.

**Second:** Ms. Pierce

**Motion Passed Unanimously**

**5. Action: Consider amendment of the June 14, 2011, Youth Council action # 5, to do the following: Get the pole out of the front of the One-Stop and relocate.**

WIB staff member Stephanie Shonley stated that Youth Council member Mark Gonzales offered to remove the pole from the lawn of the Salinas One-Stop, clean and install it at an approved, appropriate site. She stated there would be zero cost to the county or the WIB. Diana Carillo stated that the pole was federal property and may have to go to a non-profit organization or another federally funded organization. She suggested WIB staff look at the first healing pole's paperwork that was transported to the Bronx Zoo in 2002. Mr. Gonzales stated that the pole could be transported to the pre apprenticeship, where it would be cleaned and put back together.

**Motion:** Ms. Pierce moved to accept the amended action.

**Second:** Ms. Rosa

**Motion Passed Unanimously**

**6. Information: Update on Turning Point's youth work experience program and activities for PY2010-11**

Pearl Sanchez stated that Turning Point's Youth Experience program is for at-risk, 16-21 year olds. She reviewed the report as provided in the packet. Youth Council members pointed out that the performance goals section of the report was not complete and asked that Turning Point please provide that information. Placement in Employment or Education: **Actual: 13, Goal: 25** Attainment of Degree of Certification: **Actual: 17, Goal: 17** Literacy and Numeracy Gains: **Actual: 5, Goal: 5.**

**7. Information: Update on Unity Care Group's RISE programs and the new Girls' Health in Girls' Hands program**

Anjonette Love, Unity Care staff, reviewed Unity Care's Active program monthly report. Unity Care brought an employer to talk about a client testimonial. She also spoke about the success of their working relationship with Unity Care. Crystal Vasquez, Unity Care staff, spoke about their new program, Girls' Health in Girls' Hands, a partnership with the Women's Fund of the Community Foundation for Monterey County. She said the new program will serve young girls ages 11-18, with a goal for girls to have better access to health information, support and services that are age appropriate and culturally sensitive. This is a three year project. She said starting in July, they are recruiting youth in South Monterey County and on the peninsula. She also stated that they are looking for advisory members and provided applications and info to the council. Rhonda Staton, Unity Care staff, discussed the closure of the Unity Care contract, effective June 30, 2011 and the transfer of those files to the Office for Employment Training (OET) for future follow-up services. She stated that Unity Care did not apply for additional WIA funding. Rod Powell, OET, stated he wanted to work with Unity Care to make sure all youth meet their performance goals. Mr. Powell asked that a meeting be made with set-up to make sure the transfer of youth files be smooth. Diana Carillo thanked Unity Care, on behalf of the Youth Council, for the services they provided youth to the communities in our county.

**8. Information: Update from the Office for Employment Training on the 2011 Summer Youth Enrichment Opportunities**

Angelica Meza, OET, reviewed the report and talked about the 2011 Summer Youth Enrichment Opportunities. She made a correction to the report, stating the program was six weeks instead of five and the youth enrolled would be working twenty-five hours per week instead of thirty. Ms. Meza spoke about the hard work of being able to provide a summer youth program with diminishing funds. She stated the program would begin May 27 and end August 5, 2011.

**9. Information: Strategic plan to get youth on the Youth Council**

Youth Council members asked for two things: 1) Invite Jo Ann Allen, Santa Cruz Office of Education and Santa Cruz Youth Council member, to talk about how they prep youth and get them to the table and 2) make September the target month for young people to be at the Youth Council meeting to listen and critique.

Ginger Pierce suggested talking to Rancho Cielo and seeing if they had youth who could participate. Ann Kilty asked about barriers of getting youth to the meetings, i.e., transportation, logistics and the liability of transporting the youth

the meetings. Rod Powell stated that one of the ten elements in youth programs is 'leadership,' he suggested involving youth who have been in a program because they have best experience to offer. He also suggested giving the youth a voice not intimidating them. Ms. Pierce also suggested allowing the youth to choose getting incentivized via pay or community service hours, but not both.

**10. Information: Discussion of a Vision and Mission for the Monterey County Youth Council**

Youth Council members agreed that they wanted to wait to establish a Vision and Mission until young people were at the table.

**ANNOUNCEMENTS OF EVENTS OR SERVICES:** Mark Bruszer, Rancho Cielo, spoke about the Drummond Culinary Academy at Rancho Cielo and passed flyers out to the members. He stated seventeen twenty young people had received a culinary certificate. He stated they were currently recruiting for the Culinary Academy and for Youth Build.

**ADJOURNMENT:**

**Motion:** Ms. Kilty motioned to adjourn the meeting.

**Second:** Ms. Ginger

**Motion Passed Unanimously**

**Ms. Carillo adjourned the meeting at 4:35pm**

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# MEMORANDUM

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**TO:** WORKFORCE INVESTMENT BOARD (WIB) YOUTH COUNCIL  
**FROM:** LOYANNE FLINN, ACTING EXECUTIVE DIRECTOR  
**SUBJECT:** CONSIDER MOVING THE YOUTH COUNCIL MEETINGS TO EVERY OTHER MONTH  
**DATE:** SEPTEMBER 13, 2011

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**Discussion:**

Currently, the WIB Youth Council meets on the second Tuesday of every month at 3:00pm. The proposed meeting schedule would be for the Youth Council to meet every other month, allowing youth service providers to provide a more accurate, quarter update.

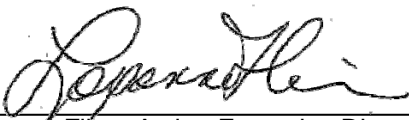
Quarter end dates for the one-year, service provider contracts are:

- September 31, 2011
- December 31, 2011
- March 31, 2011
- June 30, 2011

The proposed meeting dates would be the following:

- Tuesday, **November 8, 2011**- 3:00pm, location TBD
- Tuesday, **January 10, 2012**- 3:00pm, location TBD
- Tuesday, **March 13, 2012**- 3:00pm, location TBD
- Tuesday, **May 8, 2012**- 3:00pm, location TBD
- Tuesday, **July 10, 2012**- 3:00pm, location TBD

The quarter end dates for youth service providers



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Loyanne Flinn, Acting Executive Director  
Monterey County Workforce Investment Board

This report was written by: Stephanie Shonley, WIB Management Analyst

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9/01/2011

Date

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# MEMORANDUM

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**TO:** WORKFORCE INVESTMENT BOARD (WIB) YOUTH COUNCIL  
**FROM:** LOYANNE FLINN, ACTING EXECUTIVE DIRECTOR  
**SUBJECT:** INFORMATION ON TURNING POINT'S NEW YOUTH CONTRACT FOR PROGRAM YEAR 2011-12  
**DATE:** SEPTEMBER 13, 2011

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**Discussion:**

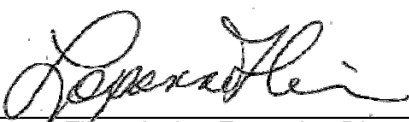
Pearl Sanchez, Program Director, Turning Point of Central California, Inc., will discuss the program year 2011-2012 WIA, Title I Youth contract.

**Background:**

Turning Point of Central California is a not-for-profit corporation assisting troubled youth in the court system. Turning Point's contract focuses on serving at-risk youth who are on probation, in foster care, or homeless; many of whom also have a disability, receive CalWORKs, or have dropped out of school. Turning Point's youth services leverages the resources of their program at Rancho Cielo. They have been a youth services contractor since 2003. The WIB funded this contract in the amount of \$170,352 to serve 58 youth; the previous contract for PY 2010-11 was \$230,080, contracted to serve 43 youth.

**Attachments:**

- A. Turning Point's September report



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Loyanne Flinn, Acting Executive Director  
Monterey County Workforce Investment Board

This report was written by: Stephanie Shonley, WIB Management Analyst

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9/01/2011  
Date



**Monterey County Workforce Investment Board**  
**Workforce Investment Act (WIA) Title I – Youth Subcontract Monthly Report**

**Subcontractor:** *Turning Point of Central California, Inc. (TP)*

**Program Design:** TP is contracted to enroll **58**, 16-21 year olds, who have barriers to education and employment all of which will receive occupational skills training, leadership development, supportive services, mentoring, comprehensive guidance and counseling, and follow-up services. **40 will receive paid and unpaid work experience** opportunities and Workkeys Assessments & WIN Training. TP is the lead agency with 6 collaborative partners, collaborating to serve the needs of WIA eligible youth while improving programs.

**Figures As Of: Tuesday, September 6, 2011**

July 1, 2011-June 30, 2012 Budget	Quarterly Plan				
		9/31/11	12/31/11	3/31/12	6/30/12
<b>Total Budget</b>	<b>Planned</b>	\$ 42,588	\$ 85,176	\$ 127,764	\$170,352
<b>\$ 170,352</b>	<b>Actual</b>	<b>\$ 26,950</b>			

July 1, 2011-June 30, 2012 Enrollments	Quarterly Plan				
		9/31/11	12/31/11	3/31/12	6/30/12
<b>Goal Enrollments</b>	<b>Planned</b>	24 participants	43 participants	58 participants	58 participants
<b>58</b>	<b>Actual</b>	<b>19</b>			

GEOGRAPHIC AREAS SERVED					
Quarter ending _____		TARGET GOAL	MINIMUM GOAL	Actual	%
	Central (Salinas)	55%	10%	11	63%
	North	11%	10%	4	16%
	South	18%	10%	2	11%
	West	16%	10%	2	11%

TARGET POPULATIONS SERVED					
Quarter ending _____		Plan	Actual	%	
	Homeless	5%	0	0	
	Out-of-School	12%	0	0	
	Offender	40%	17	89%	
	Disabled	29%	18	95%	
	Receiving Temporary Assistance for Needy Families (TANF)	6%	2	11%	
	Foster Care	8%	2	11%	

INDUSTRY CLUSTERS – WE PLACEMENTS			
Monthly Placements		Actual	%
Total number and percentage of WE placements, based on the following industry clusters:		12	63%
▪ Agriculture: <i>Enter text here...</i>			
▪ Building/Design (Green jobs): <i>Enter text here...</i>			
▪ Healthcare: <i>Enter text here...</i>			
▪ Education: <i>Enter text here...</i>			
▪ Hospitality/Tourism: <i>Enter text here...</i>		1	
▪ Creative/Technology: <i>Enter text here...</i>			
▪ Other: ( <i>Finance, Retail, Sales, etc.</i> ): <i>Enter text here...</i>		11	

PERFORMANCE GOALS			
Quarter ending _____		Plan	Actual
1. Total number of exits		0	
2. Placement in Employment or Education		65.0%	
3. Attainment of a Degree or Certification		61.0%	
4. Literacy and Numeracy Gains		40.0%	
5. Average hourly wage			

**TESTIMONIAL**

*I.V. Thank you Turning Point for all the support and the opportunity to participate in a work experience. I have made bad choices and the work experience opened new doors for me. I like working and it's keeping me from getting in trouble. Thank you for the interview clothes and work clothes as well as believing in me.*

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# MEMORANDUM

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**TO:** WORKFORCE INVESTMENT BOARD (WIB) YOUTH COUNCIL  
**FROM:** LOYANNE FLINN, ACTING EXECUTIVE DIRECTOR  
**SUBJECT:** INFORMATION ON SANTA CRUZ COUNTY OFFICE OF EDUCATION'S  
NEW YOUTH CONTRACT FOR PROGRAM YEAR 2011-12  
**DATE:** SEPTEMBER 13, 2011

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**Discussion:**

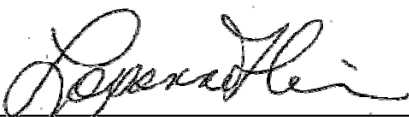
Jo Ann Allen, Student Support Services Manager, Santa Cruz County Office of Education, will discuss the program year 2011-2012 WIA, Title I Youth contract.

**Background:**

Santa Cruz County Office of Education's (SCCOE) contract focuses on serving local Monterey County at-risk youth in North and West County (Monterey Peninsula) who are experiencing disability, homeless, probation involved, in foster care, or in families receiving CalWORKs. SCCOE's proposal leverages its Sueños Collaborative which includes the Monterey County Office of Education (MCOE), the Pajaro Valley Unified School District, California State University Monterey Bay, Cabrillo Community College, and other Santa Cruz based resources. MCOE participation includes the recruitment assistance from the County Homeless Student and Foster Youth Liaisons, coordination with Alternative and Special Education, and the MCOE Media Center for Arts, Education and Technology. SCCOE has not previously held a contract with the WIB. The WIB funded this contract with SCCOE in the amount of \$157,248 to serve 60 youth.

**Attachments:**

- A. Santa Cruz County Office of Education's September report



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Loyanne Flinn, Acting Executive Director  
Monterey County Workforce Investment Board

This report was written by: Stephanie Shonley, WIB Management Analyst

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9/01/2011  
Date



**Monterey County Workforce Investment Board**  
**Workforce Investment Act (WIA) Title I – Youth Subcontract Monthly Report** Information 5a

**Subcontractor:** Santa Cruz County Office of Education (SCCOE) Sueños Collaborative  
**Program Design:** SCCOE is contracted to enroll **60**, 16-21 year olds, who have barriers to education and employment all of which will receive occupational skills training, leadership development, supportive services, mentoring, comprehensive guidance and counseling, and follow-up services. **50 youth will receive paid and unpaid work experience** opportunities. SCCOE is the lead agency with over 10 collaborative partners, including the MCOE, collaborating to serve the needs of WIA eligible youth while improving programs.

Figures as of: **Tuesday, September 6, 2011**

July 1, 2011-June 30, 2012 Budget	Quarterly Plan				
		9/31/11	12/31/11	3/31/12	6/30/12
<b>Total Budget</b>	<b>Planned</b>	\$ 39,312	\$ 78,624	\$ 117,936	\$ 157,248
<b>\$ 157,248</b>	<b>Actual</b>	<b>\$8,324.97</b>			

July 1, 2011-June 30, 2012 Enrollments	Quarterly Plan				
		9/31/11	12/31/11	3/31/12	6/30/12
<b>Goal Enrollments</b>	<b>Planned</b>	24 participants	32 participants	60 participants	60 participants
<b>60</b>	<b>Actual</b>	<b>7</b>			

GEOGRAPHIC AREAS SERVED					
Quarter ending _____		TARGET GOAL	MINIMUM GOAL	Actual	%
	Central (Salinas)	10%	10%	7	
	North	20%	10%		
	South	18%	10%		
	West	10%	10%		

TARGET POPULATIONS SERVED					
Quarter ending _____		Plan	Actual	%	
	Homeless	2%			
	Out-of-School	20%	1		
	Offender	20%			
	Disabled	20%			
	Receiving Temporary Assistance for Needy Families (TANF)	20%	1		
	Foster Care	5%			

INDUSTRY CLUSTERS – WE PLACEMENTS			
Monthly Placements		Actual	%
Total number and percentage of WE placements, based on the following industry clusters:			
▪ Agriculture: <i>Enter text here...</i>			
▪ Building/Design (Green jobs): <i>Enter text here...</i>			
▪ Healthcare: <i>Enter text here...</i>			
▪ Education: <i>Enter text here...</i>			
▪ Hospitality/Tourism: <i>Enter text here...</i>			
▪ Creative/Technology: <i>Enter text here...</i>			
▪ Other: <i>(Finance, Retail, Sales, etc.): Enter text here...</i>			

PERFORMANCE GOALS			
Quarter ending _____		Plan	Actual
1.	Total number of exits		
2.	Placement in Employment or Education	65.0%	
3.	Attainment of a Degree or Certification	61.0%	
4.	Literacy and Numeracy Gains	40.0%	
5.	Average hourly wage		

**TESTIMONIAL**

*We have not yet fully initiated all of our program services, as we were awaiting final contract approval. We did not want to assume we would be approved, since we were an out-of-county agency. Therefore our first quarter numbers are less than projected. In addition, the Santa Cruz County Sueños Program has experienced the normal start-up struggles of any new project venture (hiring new staff, familiarizing ourselves with Monterey WIB processes, negotiating services with partners, etc). Even though we have vast experience in implementing successful WIA youth programs in Santa Cruz since the inception of WIA, we are not as familiar with the subtle differences in Monterey County. Youth are youth no matter where they reside and the issues of getting them to turn in paperwork is a universal problem – we have solved those issues in Santa Cruz with a variety of inter-agency agreements – which we are working on developing in Monterey County. The two issues that are universal for all WIA youth programs are the*



**Subcontractor:** *Santa Cruz County Office of Education (SCCOE) Sueños Collaborative*

**Program Design:** SCCOE is contracted to enroll **60**, 16-21 year olds, who have barriers to education and employment all of which will receive occupational skills training, leadership development, supportive services, mentoring, comprehensive guidance and counseling, and follow-up services. **50 youth will receive paid and unpaid work experience** opportunities. SCCOE is the lead agency with over 10 collaborative partners, including the MCOE, collaborating to serve the needs of WIA eligible youth while improving programs.

*above-mentioned lack of youth follow through with paperwork and navigating the WIA eligibility process. We have our tricks of the trade – and have been identifying partners in Monterey that have developed there own tricks that expedite the Monterey WIB youth eligibility process. In addition, the list of 40 – 50 Pajaro youth that were not eligible for our Santa Cruz County Program have not all followed through with assessment meetings and returning paperwork, which has slowed our initial enrollments. So we are in the process of increasing our recruitment and outreach to not only the Watsonville and Pajaro Valley High Schools, but to other high schools in North Monterey County.*

*So we are off to a slow start – but expect to pick up speed as soon as we have resolved some of our start-up issues in a new county. In addition, we were anticipating training on the Monterey WIB Youth delivery system and other Monterey WIB processes that has not yet taken place, but will soon, now that our contract has been approved. So we have taken the initiative to chart our own course. Even without a road map, we have only gotten lost a few times and hit a few bumps in the road, and along the way have discovered exciting prospects for ensuring the success of our new collaborative venture with the Monterey County WIB. With our newly formed cross collaboration with other Monterey WIB youth contractors – we are learning who to call and what to ask for.*

*We have not yet exited any youth, as we have just begun our program and job placements will take place once youth have completed the Hospitality Tourism and Customer Service Academy.*

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# MEMORANDUM

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**TO:** WORKFORCE INVESTMENT BOARD (WIB) YOUTH COUNCIL  
**FROM:** LOYANNE FLINN, ACTING EXECUTIVE DIRECTOR  
**SUBJECT:** DISCUSSION OF YOUTH MEMBER RECRUITMENT  
**DATE:** SEPTEMBER 13, 2011

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**Discussion:**

Jo Ann Allen of the Santa Cruz County Office of Education and Santa Cruz County Youth Council member will discuss continued ideas to recruit youth to the WIB Youth Council.

Open discussion is welcomed.



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Loyanne Flinn, Acting Executive Director  
Montefey County Workforce Investment Board  
This report was written by: Stephanie Shonley, WIB Management Analyst

9/8/2011

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Date

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# MEMORANDUM

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**TO:** WORKFORCE INVESTMENT BOARD (WIB) YOUTH COUNCIL  
**FROM:** LOYANNE FLINN, ACTING EXECUTIVE DIRECTOR  
**SUBJECT:** INFORMATION AND RECRUITMENT EFFORTS ON RANCHO CIELO'S YOUTHBUILD PROGRAM  
**DATE:** SEPTEMBER 13, 2011

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**Discussion:**

Cecilia Flores, YouthBuild Program Coordinator, Rancho Cielo, will discuss the program and the recruitment process.

**Background:**

YouthBuild is a national effort to engage out-of-school, low income youth, ages 16-24, by providing alternative education and employment pathways that enable them to obtain a high school diploma and advance toward post-secondary education or employment. The program is 10 months, with 3 additional months of follow-up services after graduation.

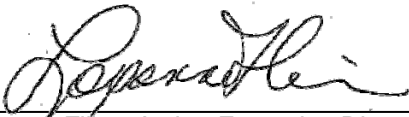
Participating students can earn up to \$500 a month based on attendance; half of the participants' time will be spent on academics, providing an opportunity for them to work on their high school credits, while the other half will be spent gaining work experience through construction.

Rancho Cielo will also provide life skills workshops, drug counseling and overall personal development training.

Enrollment is open to men and women; Approximately 12 slots are available.

**Attachments:**

- A. Youth Build Recruitment Flyer
- B. Program Application
- C. Eligibility Checklist



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Loyanne Flinn, Acting Executive Director  
Monterey County Workforce Investment Board

This report was written by: Stephanie Shonley, WIB Management Analyst

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9/01/2011  
Date



# YOUTH BUILD

## *Now Recruiting*

Youth 16-24 years old \* Gain Work Experience \* College Units  
Earn your High School Diploma while learning Construction Skills  
Stipend paid for satisfactory attendance \* Vocational Training

## *Inscríbete Hoy*

Jóvenes de 16-24 años de edad \* Adquiere experiencia laboral  
Obtén tu diploma de la escuela secundaria  
mientras aprendes construcción  
Recibe un pago por asistencia satisfactoria  
Entrenamiento vocacional \* Créditos del colegio Hartnel



**Rancho Cielo**  
Youth Campus

OUR KIDS • OUR COMMUNITY • OUR FUTURE

For more information contact

831-970-9149 or email: [youthbuild@ranchocieloyc.org](mailto:youthbuild@ranchocieloyc.org)

[www.RanchoCieloyc.org](http://www.RanchoCieloyc.org)

follow us on 

RANCHO CIELO YOUTH CAMPUS • 710 Old Stage Road, Salinas, CA 93908

*Rancho Cielo Youth Campus*  
**YouthBuild Program**



## Intake Application

Instructions: It is important that you complete this application completely. Complete this application with the assistance of staff, if necessary. If you have any questions please call (831) 970-9149.

### PART A: PERSONAL INFORMATION

First Name:		Last Name:	
Street Address:			
City:	State:	Zip:	
Home phone:		Cell Phone:	
Emergency Contact:		Emergency Number:	
Social Security:	Date of Birth:	<input type="checkbox"/> Male	<input type="checkbox"/> Female
Why are you interested in participating in this job training program?			
How did you hear about this program? _____			
<input type="checkbox"/> Hispanic <input type="checkbox"/> Caucasian <input type="checkbox"/> Asian <input type="checkbox"/> African/American <input type="checkbox"/> Native American <input type="checkbox"/> Other:			
Is English the main language spoken in your household?			
Yes <input type="checkbox"/> No <input type="checkbox"/> (Specify which one is): _____			
If no, how often does communicating in English cause problems for you at work or at school?			
<input type="checkbox"/> Sometimes <input type="checkbox"/> Seldom <input type="checkbox"/> Never			
Marital Status: <input type="checkbox"/> Never Married <input type="checkbox"/> Married <input type="checkbox"/> Divorced <input type="checkbox"/> Separated <input type="checkbox"/> Widowed			
Do you have children? Yes <input type="checkbox"/> No <input type="checkbox"/> If yes, how many? _____			
Do you have child care? Yes <input type="checkbox"/> No <input type="checkbox"/>			
Child's Name:	DOB:	Do they live with you?	
_____	_____	_____	
_____	_____	_____	
_____	_____	_____	
Do you have transportation? <input type="checkbox"/> Bus <input type="checkbox"/> Car <input type="checkbox"/> Other: _____			
Do you have a Driver's License? Yes <input type="checkbox"/> No <input type="checkbox"/>			
License #: _____ Class: _____ Exp. _____ / _____			
Are you one of the following:			
<input type="checkbox"/> U.S. Citizen or National of the United States			
<input type="checkbox"/> Lawful Permanent Resident Alien #A _____ Work Permit exp date _____ / _____ / _____			
Have you or your family:			
<input type="checkbox"/> Received food stamps Last date received: _____			
<input type="checkbox"/> Received Cash Aid Last date received: _____			
<b>PART B: EDUCATIONAL INFORMATION</b>			
Are you currently attending school? Yes <input type="checkbox"/> No <input type="checkbox"/> GPA: _____			
Are you a high school graduate? Yes <input type="checkbox"/> No <input type="checkbox"/>			
Have you obtained your GED? Yes <input type="checkbox"/> No <input type="checkbox"/>			
Name and address of last school attended:			
Year you last attended school:		Highest grade completed:	

Have you ever been in another training program? Yes  No   
 If yes, please give name and location of program: \_\_\_\_\_  
 Dates you attended: \_\_\_\_\_ Did you complete the program? Yes  No

**PART C: LEGAL BACKGROUND (answering yes, will not necessarily disqualify you)**

Have you ever been arrested? Yes  No

Have you ever been convicted of a crime? Yes  No   
 If yes, state if it was a misdemeanor or a felony, describe and include dates and status of all cases:

Are you on probation? Yes  No   
 Name and phone number of Officer: \_\_\_\_\_

Are you on parole? Yes  No   
 Name and phone number of Officer: \_\_\_\_\_

**PART D: HEALTH INFORMATION**

This job may include carrying heavy objects and other physical demands.  
 Are you able to carry heavy objects or do physical labor? Yes  No

Do you have any health, physical or medical problems? Yes  No   
 If yes, please describe: \_\_\_\_\_

Are you supposed to wear eyeglasses? Yes  No

Do you have asthma? Yes  No   
 Diabetes? Yes  No   
 Do you smoke? Yes  No   
 Are you pregnant? Yes  No

Are you currently in a program, or need counseling, for an addiction such as cigarettes, alcohol or drugs?  
 Yes  No

**PART E: JOB HISTORY**

Have you ever held a job before? No  Yes  Below, please list the last two jobs you held.  
 (If no, skip this section and complete the rest of the application.)

Name of the Company and Address:

Supervisor's Name:

What was your position?	When did you Start?	End?
Hours per week:    Salary: <input type="checkbox"/> Biweekly <input type="checkbox"/> Monthly <input type="checkbox"/> Yearly <input type="checkbox"/> Volunteer		

Duties:

Reason for leaving:

Name of the Company and Address:

Supervisor's Name:

Position held:	Start date:	End date:
Hours per week:    Salary: <input type="checkbox"/> Biweekly <input type="checkbox"/> Monthly <input type="checkbox"/> Yearly <input type="checkbox"/> Volunteer		

Duties:

Reason for leaving:

Are you currently employed? Yes  No   
 If yes, please give the name of the company: \_\_\_\_\_  
 Full-time  Part-Time   
 Work Schedule: \_\_\_\_\_  
 Current hourly wage: \_\_\_\_\_

**PART F: GOALS & LEISURE**

What do you see yourself doing in 5 years?

What is your dream job?

What is most important to you? Rate from 1 – 7 (1 being the most important, 7 being the least) important:

Family       Friends       Sports       Car  
 Work       Education       Boy/Girlfriend       Other: \_\_\_\_\_

Name 3 interests (ex: working on cars, animals, weight lifting, computers, travel, outdoors)

*In signing this application, I certify that all statements made in this application are true and correct. I agree and understand that any misinformation or omission of information can result in termination from my enrollment in the YouthBuild Program.*

\_\_\_\_\_ Signature

\_\_\_\_\_ Date

Please fill out this section carefully, and accurately. Show all family income (before deductions) from all sources for the last 6 months. Include income from applicant, mother/female “head of household”, father/male “head of household”, and any relatives in the household. Documented verification of all income will be required at time of eligibility, as acceptance to YouthBuild Program is based on income criteria.

**PLAN G: FAMILY INCOME**

<b>INCOME (ALL SOURCES – BEFORE DEDUCTION)</b>	<b>\$ APPLICANT \$</b>	<b>\$ FATHER \$</b>	<b>\$ MOTHER \$</b>	<b>\$ OTHER RELATIVES \$</b>
JOBS – WAGES – SELF-EMPLOYMENT INCOME				
ALIMONY – RETIREMENT – PENSION				
OTHER INCOME (PLEASE SPECIFY):				
<b>BENEFITS (ALL SOURCES – BEFORE DEDUCTIONS)</b>	<b>\$ APPLICANT \$</b>	<b>\$ FATHER \$</b>	<b>\$ MOTHER \$</b>	<b>\$ OTHER RELATIVES \$</b>
TANF (CASH AID) (FORMERLY KNOWN AS AFDC)				
SSI (SUPPLEMENTAL SECURITY INCOME)				
SDI (STATE DISABILITY)				
SOCIAL SECURITY SURVIVOR’S BENEFITS				
MILITARY SURVIVOR’S BENEFITS				
FOSTER CHILD GRANT				
UNEMPLOYMENT INSURANCE INCOME				
WORKER’S COMPENSATION				
CHILD SUPPORT				
OTHER BENEFITS (PLEASE SPECIFY):				

PLEASE SUBMIT YOUR APPLICATION TO: RANCHO CIELO YOUTH CAMPUS

PHYSICAL ADDRESS: 710 OLD STAGE RD. SALINAS, CA 93908 MAILING ADDRESS: P.O. 6948 SALINAS, CA 93912

Ph: (831) 444-3533 Fax: (831)444-3550

E-MAIL: [YBPROGRAM@RANCHOCIELOYC.ORG](mailto:YBPROGRAM@RANCHOCIELOYC.ORG) WEB SITE: [WWW.RANCHOCIELOYC.ORG](http://WWW.RANCHOCIELOYC.ORG)



## Document Checklist

*Necessary items to determine your eligibility to participate are listed below. Unless otherwise stated, only one item is needed from each criteria. All documentation must be submitted no later than August 22, 2011. If you need help with any of the items below, please call us and we'd be more than glad to assist you in getting all the documents together.*

### Criteria 1

Age: Youth must be between the ages of 16 and 24 \*(2 forms needed, 1 must be social security card\*)

- Driver's License or Government Issued ID
- School Identification Card
- Birth Certificate
- Hospital Birth Record
- US Passport
- Naturalization Certificate
- Social Security\*

### Criteria 2

Selective service: Males between the ages of 18-24 must be registered for selective service

- Selective Service Letter/Registration Letter
- DD-214 Report of Transfer or Discharge from Military Service
- Board/State Registration
- Stamped Post Office Receipt of Registration
- Internet Verification/Registration ([www.sss.gov](http://www.sss.gov))
- Telephone Verification: (847) 688-6888

### Criteria 3

Income Verification: Verify youth meets low-income guidelines

- Pay Stubs
- Bank Statements (Direct Deposit)
- Employer Statement/Contact
- Parents tax return if under 18
- Tax return if over 18 or emancipated
- Public assistance records/receipt (TANF/Food Stamps)
- Written statement from an individual providing temporary residence or a shelter

### Criteria 4

School Records: Verify youth is no longer attending school

- School Attendance Record
- Applicant statement
- Letter/Documentation from the school stating that the youth has dropped out

### Criteria 5

Immunization: Youth must present proof of having had the whooping cough booster shot (Tdap)

- Immunization Record