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1	NEW YORK CITY	
2	DEPARTMENT OF YOUTH AND COMMUNITY DEVELOPMENT	
3	ADVANCE & EARN PROGRAM REQUEST FOR PROPOSAL RFP:	
4	EPIN: 2601910007	
5	PRE-PROPOSAL CONFERENCE	
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8	May 15th, 2019	
9	2:10 p.m.	
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12	Proceedings held at NYC Department of Youth and	
13	Community Development, 2 Lafayette Street, 14th Floor,	
14	Auditorium Room #1412, New York, NY 10007.	
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24	Transcribed by Natalie Vaccarezza, Notary for the	
25	State of New York.	

1 PANEL MEMBERS 2 KEITH BUNCH -3 Assistant Deputy Agency Chief Contracting Officer. 4 5 JENNY SYNN-CARSON -Director, Advance & Earn. 6 7 JULIA BREITMAN -Senior Director, Youth Employment Programs 8 9 and Partnerships. DAPHNE MONTANEZ -10 11 Assistant Commissioner, Workforce Connect. 12 RONG ZHANG -13 Assistant Commissioner, Literacy and Immigration Services. 14 ROBERT FRENZEL-BERRA -15 Director of Research and Program Development. 16 17 DANA CANTELMI -18 Agency Chief Contracting Officer. 19 ANDRE WHITE -20 Deputy Commissioner, Workforce Officer. 21 22 23 24 25

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1	PROCEEDINGS
2	KEITH BUNCH: On behalf of the commissioner
3	Strong, I would like to welcome you to the
4	Department of the Youth and Community
5	Development's pre-proposal conference for
6	advancement RFP. I'm fading out here. My name is
7	Keith Bunch, Assistant Deputy Agency Chief
8	Contracting Officer.
9	So for our agenda for today we have a welcome
10	introduction. After that we will have the RFP
11	timeline. Followed by that, we will review proposal
12	expectations and pre-qualification and proposal
13	submission. Then we will have program structure
14	and features. Lastly, post-award requirements,
15	and, at the end, we'll have a question-and-answer
16	segment pertaining to this RFP.
17	So I want to introduce the panel to you.
18	First we have Jenny Synn-Carson. She is the
19	director of Advance & Earn. We also have Julia
20	Breitman. She's the senior director for Youth
21	Employment Programs and Partnerships. We have
22	Andre White, Deputy Commission of Workforce
23	Connect.
24	We have Rong Zhang. He is the assistant

commissioner for literacy and human rights

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1	PROCEEDINGS	
2	services. We also have Robert Frenzel, the	
З	director of research and program development.	
4	Last, but not least, we have Dana Cantelmi, Agency	
5	Chief Contractor Officer.	
6	I want to thank you for joining us today.	
7	Before I turn this conference over to the panel, I	
8	would like to go over some important dates and	
9	general information.	
10	First, I want to go over with you the DYCD	
11	mmission. The New York City Youth and Community	
12	Development invests in a network of community	
13	based organizations and programs to alleviate the	
14	effects of poverty and provide opportunities for	
15	New Yorkers and for communities to flourish.	
16	Our vision is that DYCD strives to improve	
17	the quality of life of New Yorkers by	
18	collaborating with local organizations and	
19	investing in the talents and assets of the	
20	community to help them develop, grow, and thrive.	
21	I want to go over some important information	
22	with you regarding the time line. So the due date	
23	for this RFP is June 26, 2019, 2:00 p.m. in the	
24	HHS Accelerated System. Please note that DYCD	
25	will not be accepting any hard copies of	

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1	PROCEEDINGS	
2	proposals. In order to respond to this RFP, you	
3	must be prequalified in the HHS Accelerator	
4	System.	
5	I want to note the deadline. It's very	
6	important. The proposal due date is June 26th,	
7	2019, at 2:00 p.m. Proposals submitted after this	
8	date will not be accepted. Notification of the	
9	award selection will be made through the	
10	Accelerator System.	
11	Our anticipated contract term for this RFP	
12	will start November 1st, 2019, to April 30th,	
13	2023, with an option to renew for up to two	
14	additional years. If you still have questions	
15	after this pre-proposal conference, you may e-mail	
16	DYCD at rfpquestions@DYCD.NYC.gov.	
17	Please note, in order to ensure timely	
18	responses, all questions must be submitted no	
19	later than June 19th, 2019. I want to go over a	
20	few things regarding HHS Accelerator. The system	
21	was launched first, I should ask who's a member	
22	of HHS? So HHS Accelerator was launched to simplif	ТУ
23	and improve the competitive-contract process.	
24	So agencies publish all the proposals, RFPs,	
25	documents into HHS Accelerator Sytem. Pre-	

1	PROCEEDINGS
2	qualified providers approved are eligible to
3	propose and can submit proposals after RFPs are
4	released. Providers must submit proposals
5	through the HHS Accelerator by the proposal due
6	date in time.
7	If you need any help regarding these items,
8	you can always send emails to help@mox.nyc.gov.
9	We are going to have a representative from Mox in
10	the audience in case you have any additional
11	questions regarding this. All right. At this
12	time, I would like to turn the conference over to
13	the panel.
14	I ask that you hold any questions until the
15	end of the panel presentation. At this time, I
16	would like to bring up Jenny Synn-Carson.
17	She's going to go over the program structure.
18	
19	JENNY-SYNN-CARSON: So the Advance & Earn
20	Program is really a vision from the field. Formed
21	by extensive research of the young adult
22	internship program, as well as, the young adult
23	literacy program, as well as, feedback over the
24	last year through stakeholder engagement sessions
25	and responses from the opportunity-concept papers

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1	PROCEEDINGS
2	including from many of you in this room.
3	Some of the key feedback from the community
4	and opportunity with themselves includes a
5	flexible program model, comprehensive support
6	services, providing advance training as part of a
7	coordinated-career pathway, and, yes, additional
8	funds to support the needs of opportunity
9	youth.
10	So the Advance and Earn Program is a
11	comprehensive model offering continuum of services
12	needed to advance in today's workforce including
13	literacy and numeracy instruction at both pre-HSE
14	and HSE levels, skill building leading to industry
15	recognized credentials through basic and advance
16	training instruction, work readiness training, and
17	college and career exploration.
18	This model addresses many of the needed
19	support shared in the stakeholder feedback
20	including paid work experiences, basic support
21	including food and metro cards, and a focused
22	strategy for transitioning people from one program
23	to the next.
24	So the Advance & Earn Program is comprised of

three program components: Pre-HSE, HSE, and

### 1 PROCEEDINGS 2 advance training. These components provide a continuum of services for youth with low-literacy 3 levels to those with high school diplomas or it's 4 5 equivalent. 6 The purpose of the pre-HSE component is to 7 provide opportunity to low literacy level youths the instruction and support to obtain necessary 8 9 skills to transition into a HSE program or other 10 programs that will put them on a career path. 11 The instructions comprise of 12 hours 12 dedicating to literacy and numeracy instruction 13 and an additional seven hours of career-awareness 14 training including college and career exploration. 15 Participants with at least 70 percent will receive 16 a \$150-dollar weekly stipend. 17 The HSE purpose is to provide HSE 18 instruction, in conjunction with experiential learning, skill building, and comprehensive 19 20 support including a paid internship providing 21 hands-on learning. The instruction is comprised 22 of six hours dedicated to literacy and numeracy 23 instruction. 24 An additional 80 hours of supported skilled

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instructions is to be provided including basic

### 1 PROCEEDINGS 2 industry credentialed instruction such as Microsoft Office Suite or Server Safe Food 3 4 Handler. 5 The remaining hours of supported skilled instruction are flexible and should address 6 7 participate needs and interests. You may provide instructions in that topic. If you have number of 8 9 participants that need tutoring, you may include 10 tutoring as support skilled instruction. 11 Participants will be paid for up to 250 hours at 12 the New York State minimum wage. 13 Internship sites should vary based on 14 participants' skills, interests, and, when 15 applicable, industry credentials obtained. The 16 purpose of the advanced training component is to 17 provide specialized instruction with employer 18 informed content leading to industry credentials 19 and or job opportunity with ladders for career 20 advancement. 21 Supplemented by hands-on learning 22 experiences through internships related to 23 instruction. The hours and costs will vary 24 depending on the type of advanced training 25 proposed. The participants will be paid for, up

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1	PROCEEDINGS
2	to, 250 internship hours at the New York State
3	minimum wage.
4	Internship sites must align with the proposed
5	advanced training. For example, a certified
6	nursing training should be in medical center. So
7	informed by the stakeholder feedback, Advance &
8	Earn Program calls for a robust and intentional
9	staffing component which allows for ample support
10	during programing and through transitions.
11	Each proposal must have a complete staff. We
12	understand this is a robust model covering a wide
13	range of services that may not be offered within
14	one organization. DYCD encourages you to partner
15	with other organizations to provide a full
16	complement of services.
17	The lead provider must oversee all the
18	components and no more than 45 percent of the
19	total budget may come from here. It is very
20	important that the subcontracts are identified in
21	the proposal, and they are registered in the
22	City's payee information portal.
23	DYCD will be issuing an addendum to this RFP.
24	After further consideration, mid-cohort program
25	progression will not be allowed. If a participant

1	PROCEEDINGS
2	tests out of the component they are in, they are
3	encouraged to continued their internship, career
4	exploration, or credential training hours. They
5	may also stay in the classroom or receive
6	tutoring.
7	KEITH BUNCH: Thank you. I just want to go
8	over post-award requirements. So the first thing
9	is the public assistance hiring-commitment rider.
10	Who received the handout regarding HRA? This is
11	that slide, so I want to go over it briefly with
12	you.
13	The public assistance hiring commitment is an
14	initiative administered by the Human Resource
15	Administration, otherwise known as HRA. Through
16	its business link program. The FAQ requirement
17	has been provided to you at the sign-in table.
18	I also want to touch on the
19	notice-for-proposal-subcontract compliance. Jenny
20	talked about it a little bit during her
21	presentation. Please be advised that there is a
22	requirement to utilize the Payee-Information
23	Portal, also known at PIP, to identify all
24	subcontractors and to enter in all the payment
25	information and other related information during

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1	PROCEEDINGS
2	the contract term.
3	This is a very important slide here that I
4	wanted to touch on. Responsibility determination,
5	so you want to be advised that there is that all
6	prospective contractors to be determined
7	responsible in the post-award phase; therefore,
8	please make sure your charities are current and in
9	ensure that any outstanding leans or adverse
10	information has been resolved.
11	Unresolved issues can cause significant
12	delays in the post-award process. Also, as soon
13	you can get the documents required to us, the
14	sooner we can get your contractor registered.
15	Also want to touch on insurance requirements.
16	First thing is the commercial liability insurance.
17	One million per occurrence and two million
18	aggregate also motor liability, if applicable,
19	workers compensation, disability benefits,
20	insurance, and employer's liability.
21	Please note that DYCD will not be able to
22	proceed and process through and award a
23	contract until it has obtained acceptable proof of
24	the necessary insurance coverage. DYCD does
25	reserve the right to notify contractors of

### 1 PROCEEDINGS 2 additional at the time of contract award. 3 Some addition information here regarding MWB participation: DYCD encourages MWB participation 4 5 and recommends the utilization of certified MWBEs. 6 Also note that transcript presentation and 7 attendance rosters will be posted to the DYCD 8 website for viewing. 9 All right. So we're going to have our Q&A 10 session at this time. Please note, the session is 11 for purposes regarding the RFP. I want to state 12 that, very clearly, this session is only for 13 purposes regarding this RFP which is Advance & 14 Earn. Questions asked should only pertain to this 15 RFP. 16 This is your opportunity to ask panel 17 questions. Once the Q&A session ends, the panel 18 will not take any more questions; therefore, if you 19 want to ask the panel questions, this is you 20 opportunity to do so. Once again, please make 21 sure all questions pertain to this RFP. 22 Anyone who wants to ask a question, please 23 line up in front of this microphone or in front of 24 Please ne sure to state your name and name of me. 25 your agency and reference the page of the RFP that

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1	PROCEEDINGS
2	pertains to your question. If you have a question
3	line up here.
4	BRUCE CARMEL: I have a couple questions. I
5	was going to ask one and then go to the back so
6	other people can have a chance. Bruce Carmel, I'm
7	working with Stanley Isaac Neighborhood Center.
8	So I'll ask one, and then I'll go to the back of
9	the line.
10	So my first question is about, because I have
11	a few, the advance-training portion. I see that
12	there would be some opportunity where it talks
13	about job readiness and the supportive services
14	for Bridge Programming, but I don't see any
15	explicit mention of Bridge.
16	I think Bridge and essential in career
17	pathways. Instead of putting people just into the
18	advance training are we allowed to do Bridge
19	Programming? Does that fit in, is one question.
20	Another question is I'm a little confused
21	about the requirement about the same advance
22	training for 250 hours of internship. If a
23	participant were to go into a program such as per
24	school, you're in training from 9:00 a.m. to
25	4:00 p.m.

#### PROCEEDINGS

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They could not and shouldn't be doing an intensive internship, so I don't understand how the internship fits in there. Those are my two questions. One is about is Bridge Programing allowed within advance training, and how could the internship fit in if someone's doing an intensive advance training.

9 JULIA BREITMAN: So Bruce, I'll start with 10 your second question first. The internship is in 11 the required portion of the advance training. We 12 know that with this population of young people, 13 they often have to choose between training and 14 income they need to survive, so we did not want 15 that.

Additionally, there are many workforce skills we would like them to obtain on the job. We would like the internships -- and Jenny touched on this -- actually coincides with the training so that they're getting hands-on learning at their internship component.

BRUCE CARMEL: Could you explain why and how, at five days a week from 9:00 to 4:00, you would expect them to work seven days a week.

JULIA BREITMAN: Yeah. They're not in

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1	PROCEEDINGS
2	school, so their training hours would have to be
3	compatible with an internship. The internship
4	does not have to be 250 hours. 250 is a maximum,
5	and we will accept proposals that explain, but
6	there does have to be a component of paid work
7	experience that complements the training.
8	In terms of Bridge, there are elements of the
9	Bridge programing throughout the portion. We do
10	that as a required element you'll find in the RFP.
11	In advance training, again as we mentioned, the
12	workforce skills, as well as, the actually
13	occupational-skills training should all complement
14	each other.
15	JOHANNA DEHLER: Hi, I have a question
16	regarding the service levels. On page ten, it
17	mentions three hundred maximum enrollees per each
18	track. And then on page 21, it explains two
19	different cohorts.
20	There are two cohorts and in each cohort is 25.
21	I'm not entirely sure how those two sets of
22	numbers relate. So how does page ten relate in
23	terms of the services.
24	JULIA BREITMAN: Three hundred is the for the
25	entire portfolio. Whoever is awarded, all six

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1	PROCEEDINGS
2	contracts, there are 25 per component, per cohort,
3	per organizations awarded.
4	ANTHONY MERCADO: Hi, Anthony Mercado, Queens
5	Public Library. Page 24 of the RFP states there
6	will be 6,636 dollars for advance training seats
7	with an additional three-to-six thousand for the
8	cost of the advance training.
9	Is the three-to-six thousand figure an annual
10	cost per advance training seat, an annual-overall
11	total cost, or a three-year total cost.
12	JULIA BREITMAN: Actually, it's neither.
13	It's per cohort, per seat. We're not envisioning
14	that advance training will need to be repeated,
15	but if a young person needs to repeat that
16	component, it's the price that gets repeated as
17	well. It's per seat.
18	JANE LINDBERG: Hello, I'm am Jane Lindburg
19	from Classroom Inc. We are interested to
20	subcontract this proposal. I would be happy to
21	talk with anybody about that.
22	My question is do the subcontracts follow the
23	contract term? Could we subcontract for one year
24	or must we subcontract for the length of the term.
25	JULIA BREITMAN: The lead contractor will

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1	PROCEEDINGS	
2	have to determine that on an annual basis.	
3	JANE LINDBERG: Okay. So it could be renewed	
4	annually.	
5	JULIA BREITMAN: Yes.	
6	JANE LINDBURG: Thank you.	
7	JULIA BREITMAN: Sure.	
8	DANI SMEJKAL: Hi, Dani Smejkal, Opportunity	
9	for Better Tomorrow.	
10	I also have a few questions. I will limit it	
11	to a two or so for now. The first one is around	
12	the expectations around proposing the	
13	various advance training options.	
14	The RFP requested, or suggested, that	
15	providers propose a variety of advance training,	
16	and DYCD would select one to ensure variety across	
17	the portfolio. Are there any suggestions about	
18	how we go about writing, or proposing, or doing a	
19	budget for that one?	
20	JULIA BREITMAN: You'd have to submit	
21	separate proposes for each training.	
22	DANI SMEJKAL: And then our second question	
23	is I know you briefly mentioned that, if somebody	
24	completes mid-cohort, that they are continuing,	
25	but not transitioning to another.	

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1	PROCEEDINGS	
2	So our question is, let's say, somebody	
3	completes pre-HSE or HSE levels but the timing	
4	necessarily doesn't align, because of their goals,	
5	to when the next cohort starts.	
6	Is it possible for them to transition to a	
7	training or an option one. Is there going to be	
8	any conflict going from Advance and Earn to,	
9	potentially, Train & Earn?	
10	JULIA BREITMAN: There will not be. If they	
11	pass the HSE exam, that is your outcome and	
12	transition to another occupational-training	
13	program.	
14	ELIZABETH WALKER: Hi, I'm Elizabeth Walker	
15	from Good Shepherd Services. I have two	
16	questions. Can young people roll over from one	
17	cohort to the next? If they're making advances,	
18	but not ready to move onto the next one?	
19	JULIA BREITMAN: Yes. They can repeat the	
20	components. The RFP states, as we continue to	
21	evaluate the program, we will decide what the	
22	appropriate number of times that a young person	
23	can repeat the component.	
24	ELIZABETH WALKER: And can we split the 25	
25	student cohort between two sites?	

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1	PROCEEDINGS	
2	JULIA BREITMAN: No, but you could split them	
3	between classrooms. So 25 is the maximum number	
4	per classroom, so if you would like to have two	
5	separate classrooms, you could. We'd like to keep	
6	them all under one roof.	
7	ELIZABETH WALKER: Okay, thank you.	
8	BRUCE CARMEL: Hi, Bruce Carmel, again. So	
9	it says on page 17 I'm a little confused. It	
10	says on 17, the underlined there, it is says	
11	mid-cohort progression will be allowed. I think	
12	you said, yes, that's allowed.	
13	JULIA BREITMAN: We mentioned we'll be	
14	issuing an addendum. Mid-cohort progressions will	
15	no longer be allowed.	
16	BRUCE CARMEL: I would urge consideration of	
17	that as a program provider. Also I was going to	
18	ask about managed enrollment is best practice, not	
19	fixed enrollment.	
20	If I have a young person who comes to me and	
21	I tell them they're going to have is wait three	
22	months before they can start the program, and they'	re
23	at risk for gang evolvement, I think that might be	
24	challenging or maybe not a great thing for that	
25	young person.	

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1	PROCEEDINGS
2	I'm wondering if there's a possibility for
3	people who will be able to transition like it says
4	in the RFP and there's other young people,
5	why would we make those young people wait, and why
6	would we make young people ready to go on not be
7	able to do so. Because in my experience, they
8	will not stick around.
9	JULIA BREITMAN: We took all of that into
10	consideration. We also found that one of the best
11	practices from the field is that the cohort model
12	really works. And breaking up cohorts, young
13	people really come to rely on each other, and so
14	it was a very important part, every page is a cohort
15	model.
16	We do encourage you to over-recruit and
17	over-enroll, not over enroll, in the very
18	beginning of the program. We do ask that
19	enrollment stops after the first two weeks
20	because, when we are talking about construction or
21	occupational training, they'll be too far back if
22	they enrolled later on.
23	We also ask for very robust case management
24	to prevent dropping out and to ensure young people
25	that are being recruited understand that they are

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1	PROCEEDINGS
2	being asked for a long commitment. In terms of
3	what to do if a young person comes mid-cohort, we
4	do ask that you provide services. We ask for
5	summer programs.
6	If you are recruiting young people come to
7	you in spring and you know you can't enroll them
8	until the fall, offer tutoring, offer drop-in
9	service, support services as needed to keep them
10	engaged. We'll also continue to evaluate the
11	program.
12	If we find that we do have a lot of young
13	people that could move on mid-program, that's
14	something we'll take into consideration. At this
15	point, this is not an option that's on the table
16	right now.
17	BRUCE CARMEL: Another question, so this was
18	asked prior, but to clarify. So if I have 25
19	people who come in to me pre-HSE, and they're at
20	4th through 6th grade level, their probably not
21	going to be ready for HSE in 20 weeks.
22	So if I roll them over and keep them in, is
23	that okay? Otherwise, if not
24	JULIA BREITMAN: Yes, that's okay.
25	BRUCE CARMEL: So I will fulfill the

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1	PROCEEDINGS	
2	requirement if I have 25 people for each of the	
3	two cohorts even if it's a lot of the same people	
4	because they've rolled over.	
5	JULIA BREITMAN: There are outcome	
6	expectations about gradual grade-level attainment;	
7	however, you are allowed to repeat HSE as	
8	necessary.	
9	ANTHONY MERCADO: Queens Public Library. I	
10	just have a couple of smaller questions regarding	
11	subcontractors. So we'll try to get through them	
12	all. Number one, does the contractor need to	
13	enter an MOU with a subcontractor?	
14	Number two, do we need to submit a separate	
15	budget showing a detailed line-item cost for each	
16	subcontractor?	
17	Number three, considering that all of	
18	subcontractors are required to use PIP, is that	
19	the assumption there is that DYCD will be paying	
20	the subcontractors directly or will the grantee	
21	still be responsible for disbursing those	
22	payments.	
23	JULIA BREITMAN: So for purposes of	
24	submitting a proposal, you just have to identify	
25	the subcontractor. So we would not, for purpose	

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1	PROCEEDINGS
2	of submitting the proposal. However, if you are
3	awarded, we would expect you to have some kind of
4	subcontractor agreement.
5	In terms, of your PIP question, DYCD will be
6	paying the prime provider, and the prime provider
7	will be paying out the sub. The payment portal is
8	primarily to track payments that are going to a
9	sub.
10	It is not a payment function that's
11	happening. You're just reporting the money
12	that's given to the sub.
13	ANTHONY MERCADO: One more thing, can
14	subcontractors be for-profit or non-profit.
15	JULIA BREITMAN: It could be either or.
16	DUANE BAPTISTE: Good afternoon. My name
17	Duane Baptiste, one of the site managers on behalf
18	of ResCare. I am coming to use on behalf of our
19	regional director.
20	I have some question. My main two is what
21	are department goals for the number of
22	participants served by the department program?
23	Will the department please clarify the following
24	RFP references.
25	It is anticipated that the each program

		25
1	PROCEEDINGS	
2	contract will fill at least 150 seats per year	
3	through the cohort model. Is that representative	
4	of all program components.	
5	JULIA BREITMAN: That's per seat. As I	
6	mentioned, a young person can repeat a component,	
7	so it's a 150 seats or slots.	
8	DUANE BAPTISTE: And then my second question	
9	is can you please provide additional clarification	
10	on price-per-seat. So the pre HSE, HSE, and	
11	advance training price itself contained?	
12	And what happens as an individual progresses	
13	through the program; for example, if they move	
14	from HSE to advance training. The sub-question to	
15	that is that if an individual exceeds	
16	price-per-seat, how would the provider be	
17	reimbursed?	
18	JULIA BREITMAN: The price-per-seat cannot be	
19	exceeded. You have to make do with the budget	
20	that you have. In terms of what happens if	
21	somebody progresses, as I said it's per seat.	
22	For each cohort you're going to receive payme	nt
23	for the young person that they serve. As they	
24	move on, that's a separate price-per-seat.	
25	DUANE BAPTISTE: Understood.	

### 1 PROCEEDINGS 2 DANI SMEJKAL: LBT again. I know you mentioned having two classrooms under that same 3 roof at 25. Do all three levels need to be 4 5 offered at the same location, or can they be 6 spread out across physical locations of the same 7 contractor. 8 JULIA BREITMAN: We would prefer everything 9 is under the same roof for transition support, 10 supports services; however, we understand that, 11 especially when it comes to advance training, that 12 may not be feasible especially when you really get 13 into some very specialized occupational trainings. 14 We would prefer it is in the same borough. 15 DANI SMEJKAL: That would -- if you 16 subcontract out advance training, let's say you're 17 doing something that requires a clinical facility 18 for training and the subcontractors do not have 19 that, if it was in the same borough, you could use 20 your subcontractor's location? 21 JULIA BREITMAN: Yes. 22 DANI SMEJKAL: Let's say you you're not 23 subcontracting out, but you have multiple locations in the same borough, could you 24 25 potentially do pre-HSE in one location, HSE in

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1	PROCEEDINGS
2	another, and advance in another if it's all in the
3	same borough?
4	JULIA BREITMAN: We'd like to keep all of the
5	literacy instruction, pre-HSE, and HSE together.
6	DANI SMEJKAL: In the same house. Two other
7	questions around eligibility. We understand this
8	is opportunity. Beyond being 16 to 24, can they
9	be under-employed? Is there a set of time you
10	have to be out of school? What are the
11	eligibility requires are there?
12	JULIA BREITMAN: As long as they're currently
13	not in the school and not working.
14	DANI SMEJKAL: And finally, if you could help
15	us around the staffing. So in the RFP it says it
16	was recommended and required, but beyond that
17	breakdown of four case managers, versus three
18	managers and a navigator, it was uncertain about
19	what staffing rules are actually required versus
20	recommended.
21	Is there any clarity around that? Are you
22	going to be required to use the staffing structure
23	that's listed in the RFP?
24	JULIA BREITMAN: We were very intentional
25	about the positions that are required, so if you

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	2
1	PROCEEDINGS
2	actually take a look, most of the positions that
3	are listed are required.
4	DANI SMEJKAL: They are? Oh.
5	JULIA BREITMAN: Yes.
6	DANI SMEJKAL: I did not see the word
7	required. We saw required or recommended, and
8	then we saw the asterisk.
9	JULIA BREITMAN: Case manager, we do give you
10	the option; however, the positions that are listed
11	are required positions.
12	DANI SMEJKAL: They are, okay. Then that
13	leads me to the case manager and navigator case-
14	load size that are written in the RFP. When you
15	do the math on it, it doesn't equal a 150.
16	JULIA BREITMAN: It actually does because
17	those case loads are per cohort not annually.
18	DANI SMEJKAL: Per cohort; not annually.
19	Thank you.
20	PARONEH SHIRGER: Hello. Good afternoon.
21	Paroneh Shirzer from YMCA in New York. We
22	currently run a literacy program in East New York,
23	Brooklyn. My question is about the literacy
24	element. I had a question, a few that were all
25	tied to the tape.

	2
1	PROCEEDINGS
2	Since the proposal is moving to 11-12. We
3	don't want to get stuck in the past. I do have a
4	question about what do you intend to do about
5	grade equivalent levels. because 11-12, to the
6	best of my knowledge, doesn't include grade
7	equivalency levels.
8	So does DYCD create grade equivalency levels
9	for the providers to align to scales scores?
10	That's my first part.
11	RONG ZHANG: Well, the tape 11-12, my
12	understanding is it does have it. If not, we'll
13	work with the DRC, and we'll figure it out.
14	PARONEH SHIRGER: Currently, what they
15	released it seems they're only putting a range.
16	Scales scores goes here between 6 and 8, they're
17	not giving us 6.5 or
18	RONG ZHANG: The specifics we will they'll
19	be training for those things.
20	PARONEH SHIRZER: And the other question
21	about the HSE level requirement for the
22	pre-HSE and HSE 9.0 levels. Just that the 11-12
23	seems like it's going to be much more challenging
24	for our students.
25	Has DYCD given consideration how that grade

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	31
1	PROCEEDINGS
2	equivalency level might actually push more
3	students to pre-HSE versus HSE, and how are
4	providers meant to respond to student needs versus
5	contract-as-written?
6	RONG ZHANG: That's always the dilemma right.
7	So even right now when we're using tape 9-10,
8	you'll always have the situations where the test
9	itself does not seem to determine that, and
10	teachers want to give their input in placing
11	opportunity. However, for uniformity and all
12	that, we still want to stick to using the test to
13	determine that.
14	PARONEH SHIRZER: I guess my recommendation
15	would be that nine can't be too high as a scale
16	score because students, as far as we've seen,
17	using the 11-12 are achieving a lower score than
18	what was anticipated.
19	My last question was about tape. Testing at
20	20 weeks and again at 10 weeks. I wasn't clear on
21	where that falls on the calendar.
22	RONG ZHANG: You know, generally speaking,
23	you would require you would recommend the test
24	be administered as a cycle ends. However, it's a
25	long time.

1	PROCEEDINGS
2	We would encourage programs to access
3	students continuously, so we recommend a midpoint
4	check-in with students. So that's just for you to
5	make sure that you know where students are and, as
6	we mentioned, if students some students may be
7	tested at a level where they are ready to move on.
8	If that's not an option now, here's where
9	you become more creative to provide other
10	internships or engage students. That way it
11	prevents drop out and maintain
12	PARONEH SHIRZER: My last question is about
13	the calendar. So since we know this has taken a
14	long process, the start date is now November, but
15	the program model recommends January as a term.
16	So are we running a short cohort?
17	ANDRE WHITE: So the contract start date is
18	November first, and program services starts on
19	February third.
20	GREGORY BRINDER: Good afternoon, Gregory
21	Brinder from United Neighborhood House. I wanted
22	to ask if DYCD would consider employment training,
23	something like hospitality or luxury retail
24	program?
25	JULIA BREITMAN: It does have to lead to an

	32
1	PROCEEDINGS
2	industry accepted training. If we can approve
3	that this training leads to actually internships,
4	and jobs, and a field that's waiting for this
5	training, that's something we would accept, but it
6	doesn't have to be an official certificate program.
7	JOHN GORDEN: Hi, John Gorden from Friend of
8	Island Academy. So it says when it references
9	the populations to be served, it says "target
10	population," does that, again, mean required
11	population?
12	JULIA BREITMAN: Yes.
13	JOHN GORDEN: That's eligible. And in terms
14	of staffing one question, really, for subs is
15	the staffing requirement exactly the same
16	expectation as for the one of the piece of the
17	contract that is subbed out they should have the
18	same?
19	JULIA BREITMAN: Yeah. It would be or a
20	comparable position.
21	JOHN GORDEN: Just one little comment about
22	the HSEs. I think what will happen is you will
23	have people taking and passing the task before
24	they get in HSE level. That's going to happen.
25	JULIA BREITMAN: That would be amazing.

	3
1	PROCEEDINGS
2	TOM MCKEE: Hi. My name is Tom Mckee for
3	Stanley Isaacs. I was wondering if someone could
4	talk about the internship component for the HSE
5	that would relate to the HSE class. Is there an
6	outcome in terms of a target, in terms of
7	participation in that
8	JULIA BREITMAN: It's not optional.
9	Internships are a required part of HSE and advance
10	training.
11	TOM MCKEE: What is the percentage of
12	participants. I didn't see that. I thought we
13	had to offer that.
14	JENNY SYNN-CARSON: 70 percent of enrolled
15	participated will attend 70 percent of hours, that
16	includes internships.
17	MARJORIE GOLDSTEIN: Marjorie Goldstein with
18	the Geriatric Career Development Program. I'd
19	like to know does the advance training include
20	both the classroom training and hands-on
21	internship? Are they two components of the same?
22	JULIA BREITMAN: They're two parts of the
23	same component, so we don't prescribe the exact
24	number of training hours. It will very by
25	training; however, 250 up to 250 internship

	3
1	PROCEEDINGS
2	hours.
3	MARJORIE GOLDSTEIN: Do the participants get
4	paid for both classroom time and
5	JULIA BREITMAN: Participants are not paid
6	for classroom time; however, they are paid for the
7	internship component at the prevailing minimum
8	wage.
9	MARJORIE GOLDSTEIN: Then I ask, does advance
10	internship program have to include the work
11	readiness?
12	JULIA BREITMAN: It should be a part of the
13	training.
14	MARJORIE GOLDSTEIN: And does it matter
15	whether that is part of the classroom or
16	internship or both?
17	JULIA BREITMAN: It should be in the
18	classroom. That will prepare young people for
19	their internship and ensure their success in that
20	internship.
21	And we're joined by Daphne Montanez.
22	MISHELL PATTERSON: LaGuardia Community
23	College Community College. Will providers we able
24	to purchase seats that are already existing like
25	UFM programs for either 25 or fewer than 25

	3
1	PROCEEDINGS
2	participates.
3	JULIA BREITMAN: So we will it's part
4	of if you are not providing the training yourself,
5	that would be a subcontract, and you can purchase
6	seats; however, it should be one cohort. We can't
7	have five seats and one seat there.
8	MARJORIE GOLDSTEIN: You cannot have fewer
9	than that.
10	JULIA BREITMAN: Yeah.
11	ANTHONY MERCADO: Queens Public Library. Are
12	undocumented youth eligible to participte?
13	JULIA BREITMAN: Unfortunately, we would not
14	have a vehicle to actually pay them for stipends
15	or work experience.
16	ANTHONY MERCADO: And I just want to confirm,
17	we are encouraged, not required, to utilize
18	M-W-B-E businesses?
19	JULIA BREITMAN: That's correct.
20	ANTHONY MERCADO: I want to build on something
21	you said earlier. So is the subcontractor is
22	required to have a similar or almost identical
23	staffing model to the contractor.
24	JULIA BREITMAN: Yes.
25	ANTHONY MERCADO: So could the subcontractor

	3
1	PROCEEDINGS
2	fulfill one of the required staff roles that the
3	contractor is supposed to have?
4	JULIA BREITMAN: If they're fulfilling the
5	role for that portion. You can subcontract any
6	portion. You can subcontract a portion of a
7	portion. It doesn't have to be the entire
8	component.
9	So if you are subcontracting credential
10	training, for example, then one of your
11	instructors could be paid for that subcontract.
12	ANTHONY MERCADO: Question eight on page
13	four, asks for information on positive findings
14	for evaluation. Are we limited from findings from
15	formal evaluations only.
16	JULIA BREITMAN: What would qualify for an
17	informal?
18	ANTHONY MERCADO: Are we supposed to bring
19	somebody in?
20	JULIA BREITMAN: No. If all you have are
21	internal, if you have findings that is what we
22	would expect. If there's a published study of
23	your services, that's something you could refer
24	to.
25	DANI SMEJKAL: Quick question. So we

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	3
1	PROCEEDINGS
2	understand that someone can repeat. Does that
3	extend beyond one year?
4	JULIA BREITMAN: At this point, we didn't put
5	any limitations for how many times. We do expect
6	to do so later on, but, sort of to the point
7	regard the new test, we really want this program
8	to reflect how our young people are faring in it.
9	At this time, there aren't any limitations.
10	DANI SMEJKAL: Next question. I understand
11	the staffing listed in the RFP are required. Some
12	of the lines, roles, had a correct report assigned
13	to them. So, for example, let's say an agency was
14	to partner subcontract with the Department of
15	Education.
16	It's not necessarily feasible to think that a
17	provider staff could supervise, formally
18	supervise, a staff from let's say D-O-E. So are
19	the direct reports to the positions listed, do
20	they need to remain the same, or do providers have
21	flexibility around who people report to?
22	JULIA BREITMAN: So if you're subcontracting
23	as I mentioned, it would have to be comparable
24	staffing. You as the lead provider, a lead
25	provider, would be responsible for the

	3
1	PROCEEDINGS
2	subcontracting.
3	So whoever the subcontractor is, or another
4	organization, the lead provider would need to have
5	comparable supervisory structure as well. It
6	would have to be comparable, and that is something
7	we would put under review.
8	DANI SMEJKAL: Two more questions. How much
9	flexibility is there when internships start next?
10	What if someone not deemed by staff as work-ready
11	before internships start?
12	JULIA BREITMAN: We stipulated three weeks,
13	and we actually discussed that is something that
14	may change, so you can look forward to another
15	amendment.
16	DANI SMEJKAL: And then finally, is there any
17	flexibility in over-enrolling? We understand
18	we're limited in how many people we can have in a
19	classroom, 25. Let's say if we wanted to do 40 in
20	two classrooms of 20 and only ten in second
21	cohort.
22	JULIA BREITMAN: Not at this time.
23	BRUCE CARMEL: Bruce Carmel, again. Stanley
24	Isaac. I'm sorry if people are getting tired of
25	me. I have a question on page H8 in the third

	39
1	PROCEEDINGS
2	full paragraph. That I heard you say that if you're
3	going to propose different advance trainings, you
4	need to do a separate proposal for each?
5	JULIA BREITMAN: Yes.
6	BRUCE CARMEL: So it says the advance
7	training provider will provide one or more
8	occupational trainings, so when the program was
9	implemented you can I'm hearing people say
10	you're going to actually do one, is that so? And
11	it also says encouraged to propose more than one.
12	I get it, you'll pick which ones you'll get, so
13	you don't have IT in all six contracts.
14	JULIA BREITMAN: Right.
15	BRUCE CARMEL: More than one proposal?
16	JULIA BREITMAN: So let me get
17	BRUCE CARMEL: Do you understand?
18	JULIA BREITMAN: Let me just make sure I
19	remember exactly the order of your questions,
20	Bruce. I think the first part where we more
21	than we encouraged you to propose more than one
22	occupational training because we do want a
23	diversity of trainings.
24	You will because of the range of cost of
25	those trainings, you will because of the way the

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	4
1	PROCEEDINGS
2	proposal is structured. I'm running out of words.
3	You will need to submit separate proposals.
4	BRUCE CARMEL: That means I have to do more
5	than one proposal.
6	JULIA BREITMAN: You will have to, yes. If
7	you would like to. You don't have to, if you
8	would like to only propose one.
9	If you have a really robust technology
10	training and medical training and that's something
11	you only want to propose that, you are not
12	required to propose more than one.
13	BRUCE CARMEL: So if I said I want to do IT
14	and culinary. Then probably what we would do is
15	basic literacy and HSE would be pretty much the
16	same and then it would branch.
17	JULIA BREITMAN: Exactly.
18	BRUCE CARMEL: In the advance training?
19	JULIA BREITMAN: Yes.
20	LOWELL HERSONBERGER: Hi, Lowell from Cypress
21	Hills. Just to restate again. One sector per
22	proposal?
23	JULIA BREITMAN: Yeah.
24	REBECCA ZUKAUSKY: Hi, Becky Zukausky. I
25	just wanted to clarify on the staffing structure

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	4
1	PROCEEDINGS
2	for the subcontractors. I know you are talking
3	about it being comparable. I'm wondering about
4	the case managers.
5	We want to make sure that are our
6	participants are being served by the same people
7	and having them have greater support systems.
8	And as a subcontract, would we also have to have
9	four case managers, or would we expect for the
10	contractor to have the case managers come and
11	follow up and do those kind of check-ins at the
12	advance training piece or the internship piece of
13	the HSE?
14	For example, my organizations, I oversee
15	being able to provide internship services for both
16	HSE and advance training. I'm wondering if that
17	becomes, like, the case between contractor and
18	subcontractor.
19	DAPHNE MONTANEZ: We really invision that
20	there will be contractor that is the one managing
21	the subcontractors. Following of the model and
22	insuring that participants are really managed and
23	trained. You know, that whole process is over seen
24	by the lead.
25	REBECCA ZUKAUSKY: Thank you. That's really

	42
1	PROCEEDINGS
2	helpful. Then what necessarily are the staffing
3	requirements for the subcontractor?
4	DAPHNE MONTANEZ: So can you give me an
5	example or a particular option?
6	REBECCA ZUKAUSKY: I guess, I'm wondering if
7	the contractor can subcontract out an industry
8	based training credential, that's really
9	specialized, and they would not have that on
10	staff. But I'm wondering can they also
11	subcontract out an internship coordinator, and
12	maybe not necessarily a contractor?
13	DAPHNE MONTANEZ: Yes.
14	KADY STOCKMAN: Hello, Kady Stockman from
15	Cuny Creative Arts Team. On the point of the
16	staffing requirements, it says that DYCD
17	anticipates the integration of a facilitated
18	learning community, providing technical assistance.
19	That is what my question is about. Is that
20	something you are going into internally with DYCD,
21	or if there's going to be an RFP for that, or how
22	is that learning community going to be created?
23	DAPHNE MONTANEZ: Yes. We understand that
24	this new model and literacy service and work force
25	development services that there will be a great

	4.
1	PROCEEDINGS
2	need of technical assistance to ensure that we can
3	operationalize this program and make it
4	successful.
5	So DYCD will be working closely with our
6	capacity building providers to start thinking
7	about how we do we create this idea of a learning
8	community with those that are awarded the
9	contract.
10	And that work will begin right after the
11	contracts start in November to allow enough time
12	for planning prior to program services beginning
13	in February. More to come.
14	JENNIFER SALADIS: Jennifer Saladis, Educated
15	Data Systems Inc. I have one question about
16	budget. Is profit allowed to be written into the
17	budget? If so, what percentage of the total
18	budget?
19	DAPHNE MONTANEZ: No.
20	LAURA SIEGAL: Good afternoon Laura Siegal
21	from Fedcap. I have two quick questions. The
22	serve-safe credential is not actually acknowledged
23	in New York City. Will you accept the NYC
24	Department of Health Food Protection
25	Certification.

	4
1	PROCEEDINGS
2	DAPHNE MONTANEZ: I believe so. Yes, we
3	would.
4	LAURA SIEGAL: And also clarity regarding
5	staffing for the advance training component
6	because I didn't see the occupational instructor
7	listed in the required staffing for the
8	work-readiness credential instructor?
9	JULIA BREITMAN: We didn't give an exact
10	staffing structure in an occupational training.
11	We understand it may very.
12	Now, there are still requirements for the
13	coordinator workforce and job developer for the
14	advance training. In terms of the actual
15	occupational training, we don't have a
16	structure-specific staffing plan because it will
17	vary, and that should be in the narrative for each
18	training that you propose.
19	CAITLIN FURIO: Caitlin Furio from The Door.
20	I have a few questions. First, on the staffing
21	requirements. Do all staff roles have to be 100
22	percent of their time dedicated to this or use
23	parts of their time for other youth or other parts
24	of our organization?
25	DAPHNE MONTANEZ: Some. You'll have to

	4
1	PROCEEDINGS
2	review RFP again. Some should be dedicating full
3	time, and others you may be able to leverage other
4	staff. It depends on the role.
5	CAITLIN FURIO: I realize that two of them
6	are allowed to be full-time equivalent. We've
7	also submitted an e-mail question about whether
8	staff could be in-kind, and we were told that
9	could be. Can you confirm that is the case?
10	DAPHNE MONTANEZ: Unfortunately, that
11	response was incorrect. They cannot be in-kind.
12	CAITLIN FURIO: So all of the staff have to
13	be supported by this contract.
14	JULIA BREITMAN: Yeah. If they are listed
15	they are required by this contract. In-kind staff
16	are allowed but they can only provide support.
17	They cannot be the primary responsible unless the
18	function says recommended and not required.
19	CAITLIN FURIO: And none of them are
20	recommended other than the navigator.
21	JULIA BREITMAN: Yeah.
22	DAPHNE MONTANEZ: And I wanted to state,
23	we'll send out an addendum to clarify that.
24	JULIA BREITMAN: My second set of questions
25	is about the advance training. First of all, on

	4
1	PROCEEDINGS
2	page eight, you list some examples of training and
3	sectors that may qualify.
4	You reference culinary-food service that
5	could qualify, but you also list the serve-safe
6	certification as a basic certification that would
7	qualify for the HSE component.
8	I'm wondering whether that could be the
9	advance training, and if that's the case, and
10	serve-safe is not a advance certificate, then how
11	would we prove that it is an advance industry
12	approved training?
13	DAPHNE MONTANEZ: Right, so we want to make
14	sure there's a real distinction, and we see the
15	serve-safe as being a basic versus more of
16	advance-occupational training which could lead to
17	a certification, or, as part of the outcomes,
18	would lead to placement within that industry as
19	well, and is industry recognized and certified.
20	And there's also part of an entry level to a
21	pathway along those careers and industries.
22	CAITLIN FURIO: Okay. So if there isn't an
23	industry-standard certification that could come
24	out of it, but we could place youth at the
25	outcomes required in industry positions, then that

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	4
1	PROCEEDINGS
2	would qualify.
3	DAPHNE MONTANEZ: Perhaps. We would need to
4	see more around where you see the jobs, your
5	connection to those jobs, and the internships that
6	would be available within a training, as well.
7	So it all depends on the proposal.
8	CAITLIN FURIO: Okay. Thank you.
9	DAPHNE MONTANEZ: Sure.
10	OLGA PEREZ: Olga Perez, MVP Life Guards. We
11	are seeking to be able to subcontract the
12	life-guard training to youth. And that's
13	primarily our target. So my question would be is,
14	as far as the recruitment, is that students who
15	are provided to us?
16	DAPHNE MONTANEZ: Recruited by the providers.
17	ANTHONY MERCADO: Anthony Mercado, Queens
18	Public Library. Are grantees able to combine
19	multiple positions?
20	JENNY SYNN-CARSON: No. We were really
21	intentional in the staffing description. They
22	cannot be combined unless it wasn't something
23	expressly stated.
24	ANTHONY MERCADO: And then can grantees work
25	with subcontractors who enter into income sharing

	4
1	PROCEEDINGS
2	agreements with advanced participants?
3	DAPHNE MONTANEZ: Can you expand a little
4	bit?
5	ANTHONY MERCADO: Sure. In trying to seek
6	out potential advance-training partners, we have
7	encountered organizations that will get their
8	participants work but will require them to give
9	back a portion of their income.
10	DAPHNE MONTANEZ: No. I would advise against
11	that spirit.
12	DANI SMEJKAL: Dani Smejkal, OBT, again. Can
13	you help us better understand the six-hour-
14	per-week of HSE prep, and what is best practice
15	to demonstrate that is enough to get somebody to
16	level that they can pass the task exam?
17	RONG ZHANG: As you know, this is a pretty
18	comprehensive program. If you take a look at the
19	total hours that students attend this program,
20	it's six hours of literacy, math instruction, and
21	then there's four hours of other digital literacy
22	that actually complements the instruction. That's
23	ten hours.
24	And then if you take a look there's an
25	internship requirement of 250 hours. 250 hours

	4
1	PROCEEDINGS
2	during the 20 weeks is another, you add it all up,
3	it's almost 30 hours.
4	So it's a very comprehensive program.
5	Students have a lot of exposures, but we also want
6	to build flexibility in there. We don't want to
7	do the traditional instruction. There is four
8	hours that complements that.
9	It could be one-on-one tutoring. It could be
10	small-group instruction. That complements. If
11	you put it all together, that's a lot.
12	DANI SMEJKAL: It's definitely a lot on
13	participants. I think I know the answer to the
14	second question. If you wanted to apply for
15	programing in two different boroughs, you would
16	need to apply to separate RFPs.
17	DAPHNE MONTANEZ: Yes.
18	DANI SMEJKAL: If in New York City the law is
19	a student can't go take the task exam until the
20	age of 19, if we are serving 17-24 year olds,
21	because on the pre-HSE level, it may take them a
22	while to sit for the task exam.
23	Does DYCD have any guidance on how to get
24	students seats if they are 17-18 and you don't
25	partner with D-O-E.

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1	PROCEEDINGS
2	RONG ZHANG: 19 is the eligible age; however,
3	if you review State guidelines, there are
4	exceptions. We can go down to 16, actually. You
5	should review that and there are ways to do it?
6	DANI SMEJKAL: The most common one has to do
7	with the graduating class. The most common one is
8	their class that they would have graduated with,
9	graduated a year ago. We get parents calling,
10	asking around student's age requirement to sit for
11	the task exam.
12	RONG ZHANG: You know, we will definitely
13	make all of the policies around this available to
14	you. I know you can, under the age of 19, can take
15	the test.
16	JULIA BREITMAN: I wanted to add that the
17	six-hour requirement, that's a minimum, so if the
18	organization wanted to add to the six hours, you
19	could.
20	JENNY SYNN-CARSON: Actually, feedback from
21	the field that they wanted some flexibility on how
22	they provided that additional support. If might
23	be business writing in some work place project, so
24	we wanted to be more flexible with those hours
25	minimum.

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1	PROCEEDINGS
2	ELVIN AVILES: Cuny Preparatory School.
3	Could you talk about the reporting structure once
4	the program is underway for the students in the
5	cohorts?
6	JULIA BREITMAN: Can you elaborate. The
7	structure for staff?
8	ELVIN AVILAS: For the students: Progress,
9	performance, who we're reporting to, what's the
10	structure about reporting, on an annual basis?
11	JULIA BREITMAN: Do you mean evaluation of
12	student progress?
13	ELVIN AVILES: Yes. So actually, we are very
14	intentionally careful about how young people will be
15	evaluated from the very beginning. Once they
16	actually begin the cohort, they will be evaluated
17	at the ten-week mark and at the end of, and again
18	each component has different standards in
19	additional to case management.
20	Pre-HSE and HSE participants are required to
21	have a monthly check-in with their case manager,
22	and advance training participants are actually
23	required to have a bi-weekly check in because
24	those trainings will likely take place off site.
25	They'll be out at internships a lot more, so

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1	PROCEEDINGS	
2	we want to make sure that they're having regular	
3	check ins. Those are minimums. There is staff to	
4	assess any issues, and we really are looking at,	
5	kind of, a whole, per se, support system that this	
6	program needs. Does that answer?	
7	ELVIN ALIVES: I think so.	
8	SPEAKER: Community Center, again. This	
9	might have explained, but I didn't understand. If	
10	I have different sectors, you recommended we	
11	needed to submit a different proposal. Let's for	
12	argument sake say, I have one advance training	
13	that I'm offering for assistant training, and I	
14	have another where they can get a certificate in	
15	accounting.	
16	So if I submit two proposals, aren't I	
17	competing against myself. Against these two?	
18	JULIA BREITMAN: No, because we will be	
19	evaluating all of proposals. They're not compared	
20	to each other. We are looking for diversity of	
21	trainings. We don't want to end up with all in	
22	certifying nursing.	
23	UNIDENTIFIED SPEAKER: Hi, Cypress Hills again.	
24	Driver's license, the traditional driver's license wou	ld
25	that count as a mid-level certification and if the	

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1	PROCEEDINGS
2	commercial driver's license is the advance
3	training?
4	Commercial driver's license is listed as one
5	of the potential advance training, so I'm wondering if
6	the regular driver's license could that work as the
7	occupational training?
8	DAPHNE MONTANEZ: Potentially, I think we
9	would need to review that a bit more and also see
10	it in the context of it being a gateway to the SDL
11	training?
12	UNIDENTIFIED SPEAKER: It's a point of advocacy
13	because it has a lot of employability than some of the
14	certs lisBEted there. A lot of jobs require that, so
15	great that you are thinking about that.
16	Second question, I didn't see a lot about I
17	recruitment and serving under certain
18	neighborhoods. I'm curious what, I don't recall
19	any of the required positions being recruitment or
20	outreach.
21	I'm curious how you would evaluate a
22	subcontract group who's role is to serve, to reach
23	into the neighborhoods. Seeing how's there are
24	only six citywide, under six roofs, what about
25	having a subcontract do that recruitment piece?

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1	PROCEEDINGS
2	DAPHNE MONTANEZ: So if you look at the
3	staffing plan, you'll see a role for
4	administrative data specialist. Part of their
5	role would be in assisting in and really helping
6	within those efforts. That is a required
7	function.
8	SPEAKER: A subcontractor could potentially do
9	that?
10	DAPHNE MONTANEZ: Potentially.
11	UNIDENTITIED SPEAKER: I mean, you would want
12	someone in admin at the lead?
13	DAPHNE MONTANEZ: Absolutely, if they're
14	going to be recruiting for all these options.
15	SARAH CHAPMAN: Sarah Chapman with Mimic. If
16	we meet the minimum threshold are we able to use
17	someone in-kind on top of that. Specifically, can
18	we host an MSW intern that carries a case load?
19	DAPHNE MONTANEZ: On top?
20	SARAH CHAPMAN: Yes.
21	DAPHNE MONTANEZ: Yes.
22	SARAH CHAPMAN: My question is can you talk
23	about, bit more in depth, on how the stipends
24	will be paid?
25	DAPHNE MONTANEZ: So stipends will be paid

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1	PROCEEDINGS
2	based on attendance which will be captured within
3	the YSPS system, and they're really going to be
4	paid to encourage participation and regular
5	attendance. You would be eligible for the stipend
6	of 150, and that will be paid on weekly basis.
7	SARAH CHAPMAN: It's all or nothing. You
8	have to hit 70 percent to get anything.
9	ANTHONY MERCADO: And just following up on
10	that Queens Public Library. And just following
11	up on that, the DYCD payroll vender will be
12	distributing those directly to the participants?
13	DAPHNE MONTANEZ: Yes.
14	ANTHONY MERCADO: I want to touch on
15	something you said earlier. You said you would
16	prefer that all of services are offered under the
17	same roof. For an organization like us, who
18	serves the whole borough, it's disadvantageous for
19	us to do that.
20	So I guess my question is if we're offering
21	these services in different locations, is that, I
22	suppose, is that going to take away from our
23	viability as a an applicant?
24	DAPHNE MONTANEZ: Going back to the spirit of
25	that idea of keeping it all under one roof, it's

	5
1	PROCEEDINGS
2	really about continuity. If you are able, within
3	your proposal, to demonstrate how you're going to
4	ensure continuity in terms of staffing, case
5	management, key members of staff who will be
6	supporting the young people, then that's something
7	we'll certainly look to as we evaluate.
8	Again, that's really the true spirit around
9	wanting to keep things under one roof, making
10	transitions a lot easier as they go from one
11	option to the other.
12	DUANE BAPTISTE: I had one more question in
13	mind as we were talking about this. I noticed
14	that you that each borough we wanted to make a
15	proposal for, we'll would submit an RFP on. Is
16	there a limit to how many boroughs we can put a
17	RFP for?
18	JULIA BREITMAN: No.
19	DUANE BAPTISTE: That's a no. I see where
20	you're coming from. My other two questions so
21	are there estimated funding allocations by borough
22	available?
23	JULIA BREITMAN: No. This is citywide
24	competition.
25	DUANE BAPTISTE: My last two questions:

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1	PROCEEDINGS
2	Would you happen to have any information regarding
3	the demographic of the people we will be serving
4	other than the fact that it has to be 16 to 24,
5	and not in school, and not working?
6	DAPHNE MONTANEZ: There is language where we
7	talk about population. We want to make sure we're
8	reaching the most vulnerable. Those young people
9	who may have a disabilities, for instance. We
10	want to ensure, with this program, we understand
11	that the target population.
12	It's page ten. So it's on page ten, D,
13	Target Population. Within here you'll see that we
14	encourage providers to recruit vulnerable
15	populations, such as, foster care, homeless, and
16	LGBT youth as well.
17	DUANE BAPTISTE: Okay. And my final
18	question. How and when will responses to
19	submitted questions be answered, and will
20	questioned be answered as that are received?
21	ROBERT FRENZEL: So the questions received
22	are answered as soon as possible, and we're
23	obligated to answer them until about a week before
24	the proposals are due on June 19th.
25	PARVONEH SHIRZER: YMCA, again, I had a

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1	PROCEEDINGS	
2	question about that vulnerable youth demographics	
3	for the contract. Given that a lot of those	
4	vulnerable youths we already heard undocumented	
5	youth would not be eligible.	
6	My question is how DYCD hopes to	
7	marry serving immigrant youths while being unable	
8	to serve undocumented youth. I propose has	
9	DYCD considered, that agencies create incentives	
10	internally and include that in our proposals, so	
11	that we can serve those youths who really, really	
12	need these services.	
13	JULIA BREITMAN: At this time, we still can't	
14	serve undocumented youth through this model, but I	
15	assure you that this is an issue that the entire	
16	city is grappling with. We hope to come up with a	
17	solution across all of our Workforce Programs.	
18	If such a solution, we can come up with one,	
19	then we would love to amend the RFP.	
20	PARVONEH SHIRZER: Likewise, I was wondering	
21	if some youth might actually be eligible but don't	
22	yet have documents in hand. For example: It's	
23	described "runaway, homeless youth." A lot of	
24	them are not holding their documents.	
25	A lot of them have lost their documents.	

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1	PROCEEDINGS
2	Family members have their documents and are no
3	longer in touch with them, etc. Could we enroll
4	those youths and include in our proposals some
5	element to make sure that we, within a certain
6	time frame, are able to document that they are
7	eligible for the program?
8	JULIA BREITMAN: That's really what time
9	recruitment period is for. We would encourage and
10	require you to work with young people to restore
11	any documentation that is lost.
12	PARVONEH SHIRZER: Thank you.
13	BETSY VINCENT: Hi, Betsy Vincent with the
14	Osborne Association. I'm wondering if there's a
15	maximum indirect cost rate that we can include in
16	the budget or that we can include.
17	JULIA BREITMAN: Ten percent; the city
18	standard.
19	CAITLIN FURIO: Caitlin Furio from The Door
20	again. Just looking for a little bit of
21	clarification on advance training. As we've been,
22	kind of, doing research into the examples you
23	listed in the RFP such as certify nurse assistant,
24	EMT, IT, some of these industries.
25	A lot of the broadly accepted trainings in

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PROCEEDINGS
the city required more than 20 weeks or 20 weeks
full-time. We were wondering, how you were
envisioning fitting training that are built in
that way into this 20-week cohort, or whether you
would allow us to propose a slightly longer cohort
for the advance-training program, or what you were
envisioning? If you have any examples of training
that do fit in 20 weeks?
JULIA BREITMAN: So we were very intentional
about this model, and we acknowledge that it may
not be what's readily available off-the-shelf.
If you have a training that doesn't quite fit
in the parameters that we outlined, but you feel
very strongly about this training, and you can
demonstrate to us that you have connections to
that field, its employer, accepted and informed
training, and it doesn't vary it's not a two
year training but a 22-week training, that's
something we would consider.
CAITLIN FURIO: Thank you.
DANI SMEJKAL: Hi, Dani, again. Two more
questions. Number one, will the City be assisting
providers with supporting partnership creation or
development?

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1	PROCEEDINGS
2	JULIA BREITMAN: No, not formally, but you
3	are free to make all the partnerships you want.
4	DANI SMEJKAL: Number two, I'm still a little
5	confused on the case manager/navigator case-load
6	ratio. We understand the research behind the
7	smaller case loads.
8	We agree with that 100 percent; however,
9	let's say in case that it is 150 unique
10	individuals, in theory, it could be, right. So
11	that dramatically changes the case-load size. Is
12	it 1 per 20, or 25 per each cohort?
13	JULIA BREITMAN: Yes.
14	DANI SMEJKAL: Thank you.
15	GREGORY BENDER: Gregory from United
16	Neighborhood Housing. Will the city consider
17	expanding the number of youth being served in the
18	second year of this program?
19	DAPHNE MONTANEZ: So thank you for your
20	question. As you know, this is different model
21	completely from YLP or YIP. This is model that is
22	much more robust, and something we want to test
23	for the first year. This is also quite
24	innovative, and I think, at this scale, we'll
25	learn a great deal working closely with the

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1	PROCEEDINGS
2	awarded contractors within a year.
3	Then we'll see what makes sense in terms of
4	scaling. We feel this is the right number for
5	this year.
6	GREGORY BENDER: The city counsel's budget
7	response calls for (inaudible) that can support a
8	program like this. (inaudible.)
9	GREGORY BENDER: Those discussions are above
10	our pay grade here. So I don't think this is the
11	forum to talk about additional funding.
12	UNIDENTIFIED SPEAKER: I have a question. This
13	proposal focuses a lot on high school diploma. We
14	mainly serve people with mental developmental
15	disabilities who don't have a high school diploma
16	and can't obtain the credential.
17	Will there be a reasonable recommendation for
18	persons with development disabilities to
19	participate? Like, for example, the reading
20	requirement is waved?
21	JENNY SYNN-CARSON: So do you mean below a
22	4th grade level?
23	SPEAKER 3: They have to have a high school
24	diploma or have an HSE?
25	JENNY SYNN-CARSON: Not in this model.

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1	PROCEEDINGS
2	KEITH BUNCH: Any more questions? Please
3	remember the proposal date is June 26th, 2019,
4	2:00 p.m. In the HSE accelerator system. The
5	addendum to this RFP would be released in HSE
6	system.
7	The addendum will be released. Therefore,
8	you want to make sure the information you download
9	in the RFP is correct, such as, e-mail address so
10	that you will receive notification when the
11	addendum is released.
12	(The presentation concludes.)
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1	PROCEEDINGS	
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3	CERTIFICATION	
4		
5	I, Natalie Vaccarezza, a Notary Public of the	
6	State of New York, do hereby certify:	
7	That the foregoing is a true and accurate	
8	transcript of my stenographic notes.	
9	IN WITNESS WHEREOF, I have hereunto set my	
10	hand this 20th day of May, 2019.	
11		
12		
13		
14		
15		
16	Natalie Vaccarezza	
17	Natalie Vaccarezza.	
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24		

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