

**Draft Minutes of the
New York City Workforce Investment Board
YOUTH COUNCIL MEETING
September 9, 2004
United Way of New York City
2 Park Avenue, 2nd Floor
New York, New York**

Youth Council Members:¹

Rick Amato	Mohamed Ghanem*	Dr. Milga Morales Nadal*
Peter Borish*	Charles Hamilton	Jeanne B. Mullgrav* ⁵
Michele Cahill* ²	Neil Hernandez* ³	Maureen O'Connor
Ellen Chen*	Tino Hernandez	Robert Purga
Verna Eggleston	William Janowitz*	Dr. Kurt Sonnenfeld*
Ivelisse Fairchild	Peter Kleinbard	Caliaf Jamal St. Aubyn*
Rev. Michel Faulkner*	Amajeon Lawson-Bracey	Erana Stennett
Reg Foster (Chair)*	Rae Linefsky*	Lena Townsend*
Dr. Karen Fulbright-Anderson*	John Mattingly* ⁴	Nancy Wackstein*
Dr. Mildred Garcia	Richard McKeon*	Johnny Youngblood

In Attendance:

Miguel Almodovar, Rebecca Brown, Chris Cesarani, May Chin⁶, Bill Chong, Jessica A. Davis, Renna Draynel, Karen Fleshman, Yvette Furman, Garth Harries, Martin Laird, Ed Matthews, Robin McClary, Janice Molnar, Michael Ognibene, and Darryl Rattray.

There being a quorum present, the meeting was called to order by Chair Reg Foster at 9:25 a.m. Reg Foster welcomed the group and encouraged Youth Board members from their recently adjourned meeting to stay and observe the Youth Council proceedings.

Chair's Report (Updates and Follow-up)

Role of the Youth Council

Mr. Foster provided an overview of the Youth Council and described how it exists as a federal Workforce Investment Act (WIA) required advisory subcommittee to New York City Workforce Investment Board (WIB). He explained that the WIB, whose membership is comprised of a majority of representatives from the business sector, assists the Mayor in setting local workforce policy for the City. He further explained that the Youth Council assists the WIB in coordinating those portions of workforce policy that concern youth plans and activities.

¹ * Indicates members present at the meeting

² Senior Counselor for Education Policy, N.Y.C. Department of Education, represented by Garth Harries

³ Commissioner, Department of Juvenile Justice

⁴ Commissioner, Administration for Children's Services, represented by Jessica A. Davis and Sherri Clarke-Joseph

⁵ Commissioner, Department of Youth and Community Development, represented by Lisette Nieves

⁶ Workforce Investment Board Liaison to the Youth Council

Mr. Foster next described how, as Chair, he represents the Youth Council on the Executive Committee of the WIB and at the Emerging Workers Committee, which is the State WIB's equivalent of the Youth Council. He explained how the State WIB takes a look at larger policies and initiatives. For example, he described how the Emerging Workers Committee is reviewing an assessment test to help gauge whether youth meet "equipped for the future" standards in soft skills, which are a set of skills that have been identified by businesses and providers as essential for work readiness and employability.

Approval of June 14, 2004 Meeting Minutes

Mr. Foster directed the Youth Council to the next agenda item, the approval of meeting minutes from June 14, 2004, which was distributed to the members for review in advance under tab number 6 of the meeting book. Mr. Foster asked for a motion that the minutes of the June 14, 2004 Youth Council meeting be adopted. Dr. Karen Fulbright-Anderson moved that the minutes be adopted, which was seconded by Peter Borish and, there being no objections or abstentions, the minutes were adopted.

WIA Reauthorization

Mr. Foster directed the Youth Council to the next agenda item, WIA Reauthorization Recommendations. Following a discussion about the role of the Youth Council in regard to WIA Reauthorization at the meeting on June 14, DYCD staff reached out to Brenda Russell, the Senior Legislative Representative for the City of New York in Washington, D.C., to determine the status of reauthorization. Ms. Russell provided a one page position paper drafted for City Hall of current recommendations for reauthorization, which was distributed to members in advance under tab 7 of the meeting book. Mr. Foster proposed that, in regard to the sections which deal specifically with youth, if there was no comment, the Youth Council affirm its support for the City's position. Lisette Nieves explained that the recommendations concerned with youth programming urged appropriate separate funding for a summer youth employment program and allowance for more input from localities on performance measures and procedures.

Nancy Wackstein commented that this was a good example of how the Youth Council and Youth Board could work together to advocate on behalf of the City. Mr. Foster agreed and added that this will allow New York City to include the Youth Council as an advisory body in support of its policy position. Lisette Nieves added that this is a good example of how the Chairs of the Youth Board and Youth Council can share information and work together. Mr. Foster called for a motion to endorse the recommendations. Peter Borish endorsed the resolution, which was seconded by Dr. Karen Fulbright-Anderson and, there being no objections or abstentions, the endorsement carried.

Committee Reports

Youth First Stop Workgroup

Mr. Foster directed the attention of the Youth Council to the next agenda item, a report from Rae Linefsky, Chair of the Youth One-Stop Workgroup Committee. Ms. Linefsky thanked all the members of the workgroup for their enthusiastic involvement and ideas. She next thanked Lazar Treschan for all his work on the Concept Paper Outline, and Chris Cesarani, Karen Fleshman and Michael Ognibene for organizing the meetings of the workgroup.

Ms. Linefsky began her report with a request to rename the workgroup from Youth One-Stop to Youth First-Stop. She explained that this should be done not so much to distinguish it from the name One-Stop, rather to more appropriately express its purpose. She explained that a One-Stop or Workforce1 Center is a place where adults go primarily to find jobs, whereas a First-Stop for youth would be a place where youth could go to obtain core and essential information to assist in planning educational and career-related next steps. Reg Foster acknowledged Ms. Linefsky's request, and there being no objections, called for the workgroups name to be changed. Ms. Linefsky commented that the concept calls for information and services to be made available at a physical Service Center, as well as for comprehensive information of youth resources to be made available through the use of technology.

Ms. Linefsky also expressed her appreciation for the memorandum drafted by DYCD high school summer interns Caliaf Jamal St. Aubyn, Sydney Dixon, Mohamed Ghanem and Michael Martinez with observations and suggestions for a Youth First-Stop. Mr. Foster added that the youth observations are a good example of how the First-Stop workgroup could play a role in exploring ways to market youth programs to young people. Ms. Linefsky agreed and told the Youth Council that the workgroup would add the marketing of youth programs to its work.

Mr. Foster directed the attention of the Youth Council to the next agenda item, the Youth Council proposed revised rules of operation, which was distributed to the members for review in advance under tab number 10 of the meeting book. He explained that, on behalf of the Meeting Rules Committee, Chris Cesarani and Bill Waters from DYCD and Dave Farber from the WIB, undertook a review of the Youth Council rules of operation adopted in April 2001 to ensure that they are consistent with the WIB by-laws, amended on January 28 2003. Mr. Foster called for a motion to adopt the proposed revised rules. Peter Borish moved that the recommendations be adopted, which was seconded by Dr. Karen Fulbright-Anderson and, there being no objections or abstentions, the rules were adopted.

Meeting Rules Committee

Mr. Foster next directed the attention of the Youth Council to another Meeting Rules Committee topic, recommendations for candidates to serve in executive officer positions similar to those of the DYCD Youth Board. Mr. Foster explained that a Youth Council Vice Chair, Corresponding Secretary and Secretary would function as an executive group to work on behalf of the Youth Council with Commissioner Mullgrav and the Youth Board to advance a youth development agenda. Chris Cesarani distributed a document with descriptions of each of the officer positions, while Karen Fleshman gave the following brief overview of the primary duties of each officer: A Vice Chair to run the meetings in the absence of the Chair and work closely

with Committee and Workgroup Chairs to advance the work of the Youth Council; a Secretary to review and edit the minutes of the Youth Council and its committees; and a Corresponding Secretary to draft and circulate opinion statements of the Youth Council, such as a letter stating the Youth Council's position on a certain issue. Ms. Fleshman added that Youth Board members who demonstrated strong leadership ability and involvement were recommended for officer positions. Mr. Foster asked that Youth Council members forward recommendations for candidates to him or Mr. Cesarani and that the topic would be addressed again at the next meeting of the Youth Council on December 9, 2004.

Youth Program Providers

Mr. Foster next introduced Deputy Commissioner Janice Molnar to address any questions about DYCD Youth Programs and tracking program outcomes. As it was nearing the time to adjourn the Youth Council meeting, Ms. Molnar tabled her outcomes presentation to the next meeting. Ms. Molnar directed the Youth Council members' attention to tab 12 in the meeting information book, under which was a document entitled *Workforce Investment Act DYCD Youth Employment Program Providers*. She explained that the list had been provided as follow-up to a request for information about DYCD's current providers. There being no questions about the document, Ms. Molnar told the Youth Council members that they should feel free to contact her with any inquiries about DYCD programming.

New Business

Next WIB Meeting

Mr. Foster informed the Youth Council that the next WIB meeting would be on Tuesday, September 14, 2004, at 8:30 a.m. May Chin, the WIB's liaison to the Youth Council, added that the meeting would take place at the newest Workforce1 Center, 9 Bond Street, Brooklyn, New York. Ms. Chin explained further that the meeting would continue discussions and work on strategic planning for the WIB. She informed the Youth Council that there would be an industry focus presentation on the Biotechnology and Healthcare sectors. Mr. Foster informed the Youth Council that he would report on action items from the Youth Council. He would also encourage WIB members to attend and support upcoming DYCD events, such as the Fall Youth Employment Conference at New York University's Kimmel Center. He added that information about the Youth Abilites Conference on September 15 had already been electronically distributed to the WIB by Christopher Cesarani.

Older Youth Task Force

Mr. Foster reminded the Youth Council that the Clark Foundation had funded a task force to prepare recommendations to systemically address the needs of older youth. He explained to the committee that the Youth Council is monitoring the progress of this research, that DYCD staff are involved in the process and when a final document is released, the Youth Council will have an opportunity to discuss the recommendations.

There being no further business, Chair Reg Foster adjourned the meeting at 10:00 a.m.