

Finger Lakes Workforce Investment Board
YOUTH COUNCIL MEETING MINUTES
Finger Lakes WIB Office
41 Lewis Street, Geneva, NY 14456
Monday, March 3, 2008

ATTENDANCE: **Members:** Bob Doebelin, Barb DelPriore, Jim Tanner, Patty D'Amico, Sarah Rowe, Kathy Templar, Colleen Combs, Victor Nelson, Brian Young, Pat Pavelsky, Fabriela Rivera, Zulieika Rodriguez, and Jessica Underwood
Staff: Sherri Shoff
Guests: Terri Trickey, Angel Cook, Susan Tomkins, Loree Martin, John Vrabel, Rhonda Halstead and Cathy Jinks

ABSENT: **Members:** Alice Haskins, Anne Smith, Erin Fairben, Heather Carnell, Bianca Thomas, Bill Niver, Chris Edgar, Justin Merced, Kevin Spillane, Maggie Herman, Nicole Goodwine, Peg Birmingham, Roy Spring, Susan Boyce, Trisha Castellano

Mr. Doebelin called the meeting to order at 5:05pm and welcomed everyone. A special welcome to Colleen Combs and Victor Nelson as the newest members of the Council. Ms. Combs indicated that getting involved with the Youth Council is critical, at her place of employment (VA Hospital) over 50% of the workforce is eligible to retire and there needs to be way to ensure that youth are attracted to health careers. Introductions followed.

Minutes from January 7, 2008 were reviewed. Due to a lack of a quorum approval of the January minutes was tabled.

GUEST PRESENTATION

- a. Sarah Rowe presented a video that showcased a number of youth and worksite supervisors from the four county area on the merits of the Work Experience program. The video was well received and gave a good perspective of how important it is to develop work skills and maintain a good attitude about work.

ANNOUNCEMENTS and DISCUSSION ITEMS

- a. Review of Strategic Plan: Ms. Shoff reviewed highlights of the Strategic Plan and noted some of the accomplishments to date which include a stronger emphasis on youth members, more business representation and the securing of additional funding to the area. The Youth Council recognizes that the Strategic Plan is a guide and a work in progress and will be reviewed and updated at least annually with a target of July 1, 2008 as the next update. (to coincide with the WIA year).
- b. Update and review of the RFP process: Mr. Doebelin gave the group an update on the Youth RFP process. The RFP has been issued, the bidder's conference was held on February 28 and the proposals are due on March 21. The P+E Committee will be reviewing proposals and will be making a recommendation to the Youth Council on May 5th and from there a recommendation will go before the full WIB Board on May 19th. The youth were given an overview of what an RFP is and how the review process works. Ms. Damico suggested that a youth be a part of the review process.
- c. Overview of Youth Academy: Ms. Shoff gave a brief overview of the purpose of the Youth Academy and indicated that the funding levels for the next program year show a decrease in Youth dollars to the Finger Lakes Area.
- d. Update on Technology, Food and Ag Career Day: Mr. Young gave an overview of what the day entails and also gave an update on the volunteer status. The committee is still looking for volunteers and Ms. Shoff again asked for any Youth Council members to consider signing up to volunteer.
- e. Topics brought up by Youth: Ms. Rodriguez asked what the youth can do to help bring more money to the area. It was suggested that the Youth write letters to their local elected officials as well as the State and Federal elected officials. The youth will be working with their individual county counselors to develop a letter. In addition there was a discussion on the importance of exercising your right to vote. Ms. Underwood asked whether funding can come from other sources such as private donations. There was a discussion on how businesses can donate goods or money to help with an activity (Skilled Trades for example) and how this helps with funding. Ms. Underwood would like a list of acronyms that we use. (Mr. Tanner agreed). As a group we need to be careful of this practice. Ms. Shoff will prepare a list of most often used terms.

SUB-COMMITTEE UPDATES

- a. **"Finger Lakes Works...with their hands!"** The event will be held on Thursday, October 2, 2008 at Rodman Lott Farms (home of the Empire Far Days). The committee is hard at work putting together an event that will provide many hands on activities and career awareness in the area of construction and skilled trades.
- b. **P&E:** covered under the RFP discussion
- c. **Marketing/Website:** Ms. Rowe reported that the Website committee has met and there has been work on revamping the Finger Lakes Works website. If a proto-type is ready Ms. Rowe will show it at the May meeting. In addition there was discussion on the Youth providing input and design into the Youth section of the website, Ms. Cook attended some informative sessions at the Youth Academy on the topic of using your website as a communication tool to the youth audience.
- d. **Youth Focus Group:** Ms. Damico reported that the Youth Focus group has been meeting in Geneva and they have invited Senator Nozzolio to attend a session. Ms. Shoff reminded the group that we should be sure to try and include youth from all our area.
- e. **Revenue Streams:** Ms. Shoff reported that the WIB has applied for 2 grants to enhance youth programming in the area. The first is a Start Here for a High Tech Career grant which would place approximately 30 youth in jobs in the area of Advanced Manufacturing, Health Careers and Food and Agriculture. The WIB has also applied for a grant to establish an Internship program for High

School students in the 26 school districts in the four county area. Ms. Damico spoke about the APY funding that was received and how that provides additional funding to the area.

- f. **Membership:** The Youth Council membership is almost complete. There is an opening for a youth from Yates which is being worked on and an opening for a WIB member who represents education. Everyone was reminded of the importance of having a quorum at the May meeting because of needing to vote on the RFP recommendation. Ms. Shoff will be sending out reminders to all voting members.

UPCOMING EVENTS

- a. **Youth Employee Recognition Program (YERP):** The event has been scheduled for May 20th at 6:30 pm at the North Street School. The committee is working on finalizing the program.

OTHER BUSINESS:

- a. Ms. Damico reported on a mentoring program at Hobart and William Smith Colleges for students with disabilities called Eye-to-Eye. Ms. Damico also had a list of camps that will be looking for staff this summer as a possible source of jobs.
- b. Ms. Shoff may be calling on someone in the group to assist with minutes in the future.

NEXT MEETING: Monday, May 5, 2008 at **5:00pm, Meeting room B, Finger Lakes Workforce Investment Board.**

Motion to adjourn: Patty Damico, Seconded Barb Delpriore

Meeting adjourned at 6:10 pm.

Respectfully Submitted,
Sherrí L Shoff
Youth Systems Coordinator