



# Camden County Workforce Development Board

Supporting the Development and Retention of a World Class Workforce

Gregg T. DeBaere, Chair  
Jeffrey S. Swartz, Executive Director

## YOUTH INVESTMENT COUNCIL MEETING MINUTES, SEPTEMBER 29, 2016

Members		28-Apr	26-May	23-Jun	28-Jul	25-Aug	29-Sep	27-Oct
<b>Verney, Matthew CHAIR</b>	TD Bank	X	X	X		X	X	
Arroyo, Rosy	CPAC		X			X		
Banks, Evangeline	Juvenile Justice Commission	X	X			X		
Colestock, Shannon	CPAC				X			
Cooper, Diane	CPAC						X	
Cope, Heather	Camden City School District		X					
Friedman, Joshua	Director, CC Resource Center						X	
Davis, Keith	Camden Dream Center Tech. Trng. School	X						
Giella, Nick	Phila delphia, 76's				X	X		
Godorov, Lori	The Work Group	X	X		X	X	X	
Justice, Tanya	Youth Advocacy Program					X		
Jeffery Lake	Winslow Township High School						X	
Kelly, Siobhan	Camden County Technical Schools				X	X	X	
Maguire, Laurie	Camden County Resource Center				X	X		
McKee, David	Camden County One-Stop		X		X			
McKinsey, Denise	Respond Inc.		X	X	X			
Mitchell, Wilbert	Respond Inc.							
Mombo, Mien	Division of Children and Family Services			X				
Osorio, Angel	District Council Collaborative Board							
Rhoton, Daniel	Hopeworks							
Riggins, Matthew	Riggins Oil Inc.			X	X	X	X	
Savage, Leamon	Youth Advocate Program			X				
Pryor, Regina	LWD Devision of Operations and Business Services				X	X	X	
Sinclair, Nidia	Camden County One-Stop	X	X		X	X	X	
Stettler, Mark	T & M Associates	X						
Vasquez, Marisol	Camden County One-Stop			X	X	X	X	
Waller, Darchelle	Winslow Township High School		X					
Wardlow Hurley, Rhonda	HACC Youth Build		X		X	X	X	
Williams, Lauren	Youth Advocate Program			X		X		
Williams, Tasha	Youth Advicater Programs, Inc.	X		X			X	
Swartz, Jeffrey S.	WDB Executive Director	X		X	X	X		
Primas, Theo	WDB Program Evaluator							
Stubblefield, Lelia	WDB Administrative Assistant	X	X	X				
Williams, Leslie J	WDB Comptroller		X	X	X	X	X	
Varallo, Kathleen	WDB Administrative Assistant			X	X	X	X	

### ATTENDANCE

#### Welcome

Chair Matt Verney, welcomed attendees, asked for round table introductions and called the meeting to order at 9:10am.

YOUTH MONTHLY LEVEL OF SERVICE (LOS) REPORT

	7/31/2016	8/31/2016	
<b>Total Youth</b>	<b>56</b>	<b>60</b>	
Carry-ins from PY'15	37	37	
Drop-outs	9	11	
High School Graduates	40	42	
In-School	7	7	
<b>Eligibility Determination</b>	<b>55</b>	<b>59</b>	
Employed at Registration	17	19	
TABE tested	54	56	
Assessment (90 DAYS)	0	0	
Career Planning	12	15	
Referred to provider (PARTNER)	1	1	
<b>Workforce Learning Link</b>	<b>29</b>	<b>31</b>	
Active	15	13	1 medical
Exited	14	17	
Successful Completion	10	12	
Obtained High School Equivalency	1	1	
Occupational Training	3	3	
Entered Employment	1	1	
Other	9	12	
<b>Occupational Training</b>	<b>13</b>	<b>16</b>	
Active	9	7	7 pending to start September
Exited	4	9	1 did not complete
Credentials	1	6	
Entered Employment	1	1	ojt
Other	3	8	
<b>Post-Assessment (Holding for services)</b>	<b>2</b>	<b>2</b>	
<b>Entered Employment</b>	<b>2</b>	<b>2</b>	
<b>Need follow-up services</b>	<b>8</b>	<b>16</b>	
<b>Caseloads</b>	<b>56</b>	<b>60</b>	
McKee	37	37	
Vasquez	19	23	

Matt reviewed the Youth Monthly Level of Service (LOS) Report. This report is given to Matt Verney by the Kathy Mayfield, the One-Stop operator. The report shows the number of youth-served (compounded by month) has reached a total of 60 as of August 31, 2016. Matt complimented the One-Stop's reporting team and brought attention to the fact that the report is showing more service outcome information. The committee discussed other ways the report could be improved. A flow chart showing the number of youth as they progress from one service to the next, was suggested. Lori Godorov, of The Work Group, suggested that the report reflect not only active and exited youth but also the outcomes of exited youth. For example, the report might show that of the 20 youth which exited the program, 8 have obtained employment and 4 have entered training. Regina Pryor, LWD, suggested the report show the current WIOA performance measures. Nidia Sinclair, Youth One-Stop Manager, said the ultimate goal for the youth we serve is that they enter employment. How this is accomplished may involve so many different factors and stages of service. Matt agreed with Nidia's point, however, he requested the report show the flow of service and/or transitions that are involved in the complete process of serving our youth customers. Nidia said she has been working with Kathy Mayfield to improve data keeping and the clarity of the report. She said there are so many paths of service available to our youth and we want to show a positive flow of services and choices the YOS offers. Matt added, the report should show the various processes in a way that the general public will be able to understand.

BACK TO SCHOOL STRATEGIES – Nidia Sinclair reported that David Mckee, YOS counselor, has resigned and that Marisol is currently working alone on day to day operations. Joshua Friedman, Director of the Camden County Resource Center said new approaches are being planned that will improve outreach. Plans to re-staff the YOS as quickly as possible are awaiting Kathy Mayfield's approval. Josh believes a fresh approach and a new staff member, with a clearly defined job description, will encourage the YOS staff. Leslie Williams, WDB Comptroller asked that Jeff be included in the communications concerning YOS changes. Josh said that those communications will be coming from the Nidia Sinclair, YOS manager or Kathy Mayfield. Nidia said that Marisol is continuing to make contact with local agencies serving youth in the county. These agencies are getting the message that they can refer their additional number of youth, which they are unable to serve, to the YOS. Matt Verney asked if Arthur Barclay was still involved in outreach and could help fill in until new staff are hired. Nidia said that Arthur is still working in the area of community outreach.

Matt asked Heather Cope from the Camden City School District to report on the status of back-to-school at their high schools. Heather said that the first few weeks are a little confusing when it comes to Youth drop-outs. Their attendance is inconsistent. They show up one day and then are absent for two days, then they are back in school for one day then absent for two weeks. The real count of youth drop outs does not become clear until mid-October. Matt asked how the YOS could be introduced to these youth. Heather said that all the schools have a youth drop-out counselor. She said that while personal information cannot be released, outside services can be introduced to these youth during an exit interview conducted at the school. The guidance counselor may also make contact with the YOS while the student is in the office. However, Heather reminded everyone that the first goal is always to keep the student in school. Each school does have a drop-out prevention officer. She suggested that information about the YOS be re-circulated to these officers. She also said transportation is one of the biggest obstacles to connecting the youth with the YOS. The committee discussed ways to overcome various transportation issues. Heather also shared that permission may be granted by the youth to share their contact information. Matt suggested hosting an orientation for drop-out prevention officers at the Youth One-Stop to familiarize them with the facility, available services and ways to refer youth. The committee discussed outreach strategies to connect with youth at these exit interviews. The committee agreed that youth to youth word of mouth is still the best way to obtain referrals.

Matt introduced Jeffrey Lake, Winslow Township Drop-out Youth Development Coordinator to the committee. Jeffrey said that he works hand in hand with the school guidance counselors. He is involved with mentorship, youth development, and hosts a weekly young men's group. He works to improve youth life skills, decision making, and socialization. He made some suggestions about how to reach out to the guidance departments in the schools such as

providing them with a Youth One-Stop kit. He invited committee members to a youth day being hosted at the Winslow School on October 21<sup>st</sup>.

### YOUTH PLACED SUCCESS STORIES

Matt asked if the committee was able to locate or report on any success stories of youth entering the One-Stop system and obtaining a positive outcome such as attaining a degree or successful job placement. In past meetings, the committee discussed ways that these successes could help to market or spread the word about the Youth One-Stop. Marisol reported on a youth graduate who donated some of her artwork to the YOS when it first opened. She actually came back into the YOS for help at the suggestion of her mother who reminded the youth about available services. Matt stressed the importance of painting a positive picture of how the YOS is serving the youth in the community. The referrals will be found in these success stories. Josh suggested creating a newsletter that would include just two initials of the youth's name and the specifics as to how a youth was helped. Lori Godorov said the Work Group uses data to publish percentages of successful completions to her programs. The committee agreed that this is another reason for an organized system of data keeping and establishing a recordable track record for successful youth outcomes at the Youth One-Stop.

### CAMDEN CORPS PLUS UPDATE

The first Camden Corps Plus cohort currently has 19 participants. Josh reported on a meeting scheduled to get the rest of enrollment and tracking obstacles clearly defined. Lori asked if these youth are able to be co-enrolled. Josh said Laurie Maguire's MIS unit still needs more information and this meeting should serve to give the grantee specific guidance as to what information is required for eligibility so as to be able to track the youth as they progress through the program. They have adopted what the Camden County College created as a summary sheet. Joseph Passero from the Camden Corps Plus Advisory Council is ready to give the YOS the workflow it needs.

Youth One-Stop & Partner Program Referrals - Siobhan Kelly, Camden County Technical schools said she would reach out to a student representative to join the committee as a guest at the October meeting.

### OPEN DISCUSSION

The committee discussed different avenues for capturing referrals to the Youth One-Stop. Suggestions were made such as contacting faith-based organizations. Matt said using Facebook to create awareness to family members might prompt an aunt or grandparent of an out-of-school youth to call or inquire about YOS services. The committee agreed that the Youth One-Stop brochure should be re-designed for a more youth attractive look.

Josh reported that corrective measures are being taken to restore WIFI at the One-Stop. Once the protective software is installed and policy statements are approved and issued by Kathy Mayfield, the WIFI should be up and running again.

### ADJOURNMENT

The meeting adjourned at 9:50am.

### NEXT MEETING

The next meeting is scheduled for October 27th, 2016 at the WDB office at 9:00 a.m.

Submitted by,

*Kathleen Varallo*

Administrative Assistant