



YOUTH COMMITTEE AGENDA

Tuesday, October 24, 2017

1:30 p.m. – 3:30 p.m.

Meeting Location:

Santa Clara County Probation Offices

2314 N 1st Street

San Jose, CA 95131

(408) 435-2000

Denise Boland, Chair
Meredith Studebaker, Committee Staff

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For questions regarding this agenda, please call Meredith Studebaker at (408) 794.1148. To request an accommodation or alternative format for work2future meetings, events or printed materials, please call Meredith Studebaker at (408) 794.1148 as soon as possible, but at least three business days before the meeting/event. work2future's website: www.work2future.biz

NOTICE TO THE PUBLIC

Good afternoon, my name is Denise Boland, and in my capacity as Chair of the Youth Committee, I would like to welcome you to the Youth Committee meeting of October 24, 2017.

Members of the public who wish to address the Committee should identify themselves and state their addresses for the record. You should complete a blue Comment Card located near the door, prior to making comments, and hand to any [work2future](#) staff member.

The procedure for this meeting is as follows:

- The Committee Staff will verify quorum; the Chair will read the opening remarks.
- Members of the public wishing to make a comment will be given two (2) minutes each to comment.
- [work2future](#) staff and/or Committee Members will present recommendations for each action item on the agenda.
- Committee members may ask questions of [work2future](#) Staff and other Committee Members.
- The Committee may take action on any item designated as an action item.
- Copies of the agenda have been placed on the table near the door for your convenience.
- [work2future](#) Committee members may only discuss items listed on the Agenda pursuant to the “Brown Act.”

YOUTH COMMITTEE MEETING

October 24th, 2017
1:30 p.m. – 3:30 p.m.

ORDER OF BUSINESS

I. QUORUM VERIFICATION

Anticipated Ending Times (an item may be heard before or after these ending times):

II. OPENING REMARKS

III. CONSENT ITEMS {Action}

None

1:35 p
5 min.

IV. AGENDA ITEMS

A. Old Business

1. Minutes Approval {Action}

Approval of the December 13, 2016 work2future Special Youth Committee Meeting Minutes.

1:40 p
5 min.

B. New Business

1. WIOA FY 17-18 Budget Update {Discussion}

Joy Salandanan, Fiscal Manager

Presentation on the Board approved 2017-2018 Budget.

1:55 p
15 min.

2. Facilities Update {Discussion}

Dhez Woodworth, Economic Development Officer

Staff report on pending relocation of the Youth program to the comprehensive Job Center at Kirk Community Center.

2:05 p
10 min.

3. Youth Program Updates 2016 & 2017 {Discussion}

Meredith Studebaker, MIS Analyst

Update on 2016-2017 and 2017-2018 outcomes in enrollment and training, as it relates to the Workforce Innovation and Opportunity Act (WIOA) and Workforce Investment Act (WIA) Youth indicators. Client Barriers/Demographic report, for the period of July 1, 2016 through June 30, 2017, will also be presented.

2:25 p
20 min.

4. San Jose Works 3.0 {Discussion}

Joy Salandanan, Fiscal Manager

2:40 p
15 min.

Report on the status of the San Jose Works 3.0 Program (subsidized and unsubsidized).

5. Approval of 2018 Meeting Schedule {Action}

Meredith Studebaker, MIS Analyst

2:45 p
5 min.

Adopt the calendar for meeting dates in 2018.

C. Set Items for Next Agenda

2:50 p
5 min.

D. Announcements

2:55 p
5 min.

E. Next Meeting

Date and location of the next Youth Committee meeting is to be determined pending outcome of item IV.B.5.

3:00 p
5 min.

V. PUBLIC COMMENT

VI. ADJOURNMENT

CITY OF SAN JOSE CODE OF CONDUCT FOR PUBLIC MEETINGS IN THE COUNCIL CHAMBERS AND COMMITTEE ROOMS

The Code of Conduct is intended to promote open meetings that welcome debate of public policy issues being discussed by the City Council, its Committees, and City Boards and Commissions in an atmosphere of fairness, courtesy, and respect for differing points of view.

1. Public Meeting Decorum:

- a) Persons in the audience will refrain from behavior which will disrupt the public meeting. This will include making loud noises, clapping, shouting, booing, hissing or engaging in any other activity in a manner that disturbs, disrupts or impedes the orderly conduct of the meeting.
- b) Persons in the audience will refrain from creating, provoking or participating in any type of disturbance involving unwelcome physical contact.
- c) Persons in the audience will refrain from using cellular phones and/or pagers while the meeting is in session.
- d) Appropriate attire, including shoes and shirts are required in the Council Chambers and Committee Rooms at all times.
- e) Persons in the audience will not place their feet on the seats in front of them.
- f) No food, drink (other than bottled water with a cap), or chewing gum will be allowed in the Council Chambers and Committee Rooms, except as otherwise pre-approved by City staff.
- g) All persons entering the Council Chambers and Committee Rooms, including their bags, purses, briefcases and similar belongings, may be subject to search for weapons and other dangerous materials.

2. Signs, Objects or Symbolic Material:

- a) Objects and symbolic materials, such as signs or banners, will be allowed in the Council Chambers and Committee Rooms, with the following restrictions:
 - No objects will be larger than 2 feet by 3 feet.
 - No sticks, posts, poles or other such items will be attached to the signs or other symbolic materials.
 - The items cannot create a building maintenance problem or a fire or safety hazard.
- b) Persons with objects and symbolic materials such as signs must remain seated when displaying them and must not raise the items above shoulder level, obstruct the view or passage of other attendees, or otherwise disturb the business of the meeting.
- c) Objects that are deemed a threat to persons at the meeting or the facility infrastructure are not allowed. City staff is authorized to remove items and/or individuals from the Council Chambers and Committee Rooms if a threat exists or is perceived to exist. Prohibited items include, but are not limited to: firearms (including replicas and antiques), toy guns, explosive material, and ammunition; knives and other edged weapons; illegal drugs and drug paraphernalia; laser

CITY OF SAN JOSE CODE OF CONDUCT FOR PUBLIC MEETINGS IN THE COUNCIL CHAMBERS AND COMMITTEE ROOMS (CONT'D)

pointers, scissors, razors, scalpels, box cutting knives, and other cutting tools; letter openers, corkscrews, can openers with points, knitting needles, and hooks; hairspray, pepper spray, and aerosol containers; tools; glass containers; and large backpacks and suitcases that contain items unrelated to the meeting.

3. Addressing the Council, Committee, Board or Commission:

- a) Persons wishing to speak on an agenda item or during open forum are requested to complete a speaker card and submit the card to the City Clerk or other administrative staff at the meeting.
- b) Meeting attendees are usually given two (2) minutes to speak on any agenda item and/or during open forum; the time limit is in the discretion of the Chair of the meeting and may be limited when appropriate. Applicants and appellants in land use matters are usually given more time to speak.
- c) Speakers should discuss topics related to City business on the agenda, unless they are speaking during open forum.
- d) Speakers' comments should be addressed to the full body. Requests to engage the Mayor, Council Members, Board Members, Commissioners or Staff in conversation will not be honored. Abusive language is inappropriate.
- e) Speakers will not bring to the podium any items other than a prepared written statement, writing materials, or objects that have been inspected by security staff.
- f) If an individual wishes to submit written information, he or she may give it to the City Clerk or other administrative staff at the meeting.
- g) Speakers and any other members of the public will not approach the dais at any time without prior consent from the Chair of the meeting.

Failure to comply with this Code of Conduct which will disturb, disrupt or impede the orderly conduct of the meeting may result in removal from the meeting and/or possible arrest.

All public records relating to an open session item on this agenda, which are not exempt from disclosure pursuant to the California Public Records Act, that are distributed to a majority of the legislative body will be available for public inspection at the Almaden Winery Community Center, 5730 Chambertin Drive, San Jose, California at the same time that the public records are distributed or made available to the legislative body.

III

Consent Items

{None}

[Action]

IV (A) (1)

Meeting Minutes

[Action]

**SPECIAL YOUTH COMMITTEE
DRAFT MEETING MINUTES
TUESDAY, DECEMBER 13, 2016
CTO: 1:37 p.m.**

These minutes were prepared by Eunice Wilson and reviewed by Monique Melchor on February 14, 2017.

WDB staff present: Christopher Donnelly, Monique Melchor, Meredith Studebaker, Eunice Wilson.

I. QUORUM VERIFICATION

Members in Attendance: Denise Boland, Philip George, Seth Goldstein, Van Le.

Members Absent: David Torres.

II. OPENING REMARKS

Committee Chair Denise Boland opened the meeting with Opening Remarks.

III. CONSENT ITEMS

None.

IV. AGENDA ITEMS

A. Old Business

1. Approval of Minutes

The Minutes of the Youth Committee (YC) meeting held on May 24, 2016 were approved as presented.

Motion: Seth Goldstein

Seconded: Philip George

All Approved

B. New Business

1. Youth Enrollment and Performance Update

Meredith Studebaker, work2future MIS Analyst, provided an update on work2future's current youth performance enrollment numbers. Enrollments year

to date are lower than expected; as a result, work2future Foundation is taking steps to increase enrollments and expect to be back on target by the end of January 2017.

David Mirrione, work2future Foundation Director, noted that the Foundation is looking into increasing their social media presence as a way to increase enrollments. They have also received an approval to look at increasing Work Experience Program enrollee's work hours, from 20 hours a pay period to 30 hours a pay period. Additionally, on a case by case basis, the Foundation will consider a pay rate increase for positions that are in demand or that include an occupation from one of the priority sectors.

Meredith concluded her presentation by highlighting that performance numbers will increase with enrollments.

2. San Jose Works Update

Christopher Donnelly, work2future Director, provided a summer enrollment program update and shared that the Santa Clara Summer Youth Employment Program, was geared toward foster youth. Out of the 136 foster youth enrolled, 116 were placed with an 81% retention rate. Chris pointed out that the wage increase to \$15.00 an hour for enrollees had a positive effect on enrollments.

Chris noted that the Santa Clara Summer Youth Employment Program as well as the San Jose Works programs were a success.

3. Youth Training Center Update

Christopher Donnelly noted that effective October 1, 2016, the Vietnamese Community Center (VCC) officially opened at the Shirakawa Community Center. The VCC shares space at the center with the work2future Foundation and opens at 5:00 p.m. There are further talks in progress between work2future and PRNS regarding future location plans.

4. Youth Client Barriers/Demographic Update

Meredith reported that of the 235 youth program enrollment goal there were a total of 202 enrollments. The top two barriers for these enrollees was found to be basic skills deficiency and low income and 36 of the enrolled clients were experiencing 4 barriers.

Outreach opportunities were also discussed; such as, the Foundation's decision to increase their social media presence, combining recruitment dates with other organizations, and holding a recruitment drive in March 2017.

5. Approval of 2017 Meeting Schedule

The proposed 2017 meeting schedule was approved as presented. The March 21, 2017 meeting will be held at Job Corps and the October 24, 2017 meeting is to be held at Adult Probation. Philip George will arrange the room reservations for the meeting at Job Corps as well as provide a tour for Committee members on the day of the YC meeting. Seth Goldstein will assist with securing a meeting room for the scheduled time at the Adult Probation offices and arrange a similar tour on the October 2017 meeting date.

Motion: Seth
Goldstein Seconded:
Van Le

C. Set Items for Next Agenda

- Tour Job Corps and Adult Probation locations
- Review Updated Youth Performance and Enrollment Report
- Review work2future Youth Program Demographic report
- Review WIOA Performance Overview Indicators
- Review Outreach Status

D. Announcements

- Per Seth Goldstein, Committee Member, the Board of Supervisors has approved waiving all record clearance fees. He suggests anyone interested should contact the Reentry Center for more information.

E. Next Meeting

The next meeting of the Youth Committee is scheduled for March 21, 2017, beginning at 1:30 p.m. at the San Jose Job Corps Campus. Location information to be provided with next meeting's agenda.

V. PUBLIC COMMENT – None.

VI. ADJOURNMENT

The meeting adjourned at 2:41 p.m.

IV (B) (1)

WIOA FY 2017-2018 Budget Update

[Discussion]

FY 2017-2018 BUDGET UPDATE

- In June 2017, the Board approved three Budget Scenarios: a 5% Funding Reduction, a 10% Funding Reduction as the Base Budget and a 20% Funding Reduction.
- The 10% anticipated funding reduction compared to FY 16-17 funding allocation resulted in about \$753,033 in funding reduction as follows:

| Budget Details | FY 16-17 | FY 17-18 | Funding Reduction | % Reduction |
|--------------------|-------------|-------------|-------------------|-------------|
| Funding Allocation | \$7,530,334 | \$6,777,301 | \$753,033 | (10%) |

- Thanks to our Board-Mandated Reserve and Board-Approved Contingency Reserve Account for client services, and additional savings generated throughout FY 16-17, the projected impact on the operating budget has been reduced to \$596,706 or an effective reduction rate of 7%, as follows:

| Funding Source | FY 16-17 \$7.5m | FY 17-18 \$6.7m | Funding Reduction | % Reduction |
|-----------------------------|--------------------|--------------------|--------------------|-------------|
| Funding Allocation | \$7,530,334 | \$6,777,301 | (\$753,033) | (10%) |
| Carry Over from FY 16-17 | 2,950,500 | 3,181,104 | 230,604 | 8% |
| Other Funds | 355,593 | 93,058 | (262,535) | (74%) |
| Carry Over to FY 18-19 | (1,129,550) | (1,016,595) | 112,955 | 10% |
| Admin (10% of Alloc) | (753,033) | (677,730) | 75,303 | 10% |
| Total Funding Source | \$8,953,844 | \$8,357,138 | (\$596,706) | (7%) |

- The net funding reduction impacted the following budget line items as shown below:

| Budget Details | FY 16-17 | FY 17-18 | Funding Reduction | % Reduction |
|---------------------------------|--------------------|--------------------|--------------------|-------------|
| Personnel Costs | \$2,638,962 | \$2,375,135 | (\$263,827) | (10%) |
| Non-Personnel Costs | 630,584 | 782,704 | 152,120 | 24% |
| Adult Client Services | 1,299,525 | 1,375,502 | 75,977 | 6% |
| Youth Client Services | 620,488 | 730,589 | 110,101 | 18% |
| IT/Client Tracking System | 211,036 | 60,000 | (151,036) | (72%) |
| ADA Concerns | 0 | 75,000 | 75,000 | 100% |
| Client Svcs Contingency Account | 1,131,531 | 536,490 | (595,041) | (53%) |
| Distribution to Providers | 2,421,718 | 2,421,718 | 0 | 0% |
| Total Operating Budget | \$8,953,844 | \$8,357,138 | (\$596,706) | (7%) |

- The Operating Budget assumes the same level of staffing as FY 16-17 with a 3% Cost of Living and adjusted benefit rate for Temporary Unclassified Positions.

YOUTH COMMITTEE

Subject: FY17–18 Budget Update

October 24, 2017

- The increase in Non-Personnel Costs includes costs for new website, moving costs for Morgan Hill and Almaden, etc.
 - The increases in Youth and Adult Services are due to re-budgets of projected unspent funds for adult and youth training and work experience.
 - The reduction in IT/Client Tracking is due to the state-mandated requirement to move away from using third-party client-tracking systems.
 - “ADA Concerns” is a provision for funding for ADA improvements at Kirk.
 - There is no reduction in funding for Service Providers
-
- In September 2017, the Board approved a reconciled Budget which adjusted for the final allocation for FY 17-18 being \$194,788 lower than the previously approved base Budget of \$6,777,301 or an additional reduction of 3%. The overall impact on the operating budget is only \$13,746 due to additional savings generated throughout the course of the FY 16-17, the positive impact on the reduction of the carry-over amount to FY 18-19 and administrative funds.

| Funding Source | FY 17-18 Sept Approved | FY 17-18 June Approved | Funding Reduction | % Reduction |
|-----------------------------|------------------------------|------------------------------|----------------------|----------------|
| Funding Allocation | \$6,582,513 | \$6,777,301 | (\$194,788) | (3%) |
| Carry Over from FY 16-17 | 3,313,450 | 3,181,104 | 132,346 | 4% |
| Other Funds | 93,058 | 93,058 | 0 | 0 |
| Carry Over to FY 18-19 | (987,377) | (1,016,595) | 29,218 | 3% |
| Admin (10% of Alloc) | (658,252) | (677,730) | 19,478 | 3% |
| Total Funding Source | \$8,343,392 | \$8,357,138 | (\$13,746) | NIL |

- The budget impact of \$13,746 is shown below:

| Budget Details | FY 17-18 Sept Approved | FY 17-18 June Approved | Funding Reduction | % Reduction |
|---------------------------------|------------------------------|------------------------------|----------------------|----------------|
| Personnel Costs | \$2,375,135 | \$2,375,135 | \$0 | 0% |
| Non-Personnel Costs | 782,704 | 782,704 | 0 | 0% |
| Adult Client Services | 1,339,988 | 1,375,502 | (35,514) | (3%) |
| Youth Client Services | 724,963 | 730,589 | (5,626) | NIL |
| IT/Client Tracking System | 60,000 | 60,000 | 0 | 0% |
| ADA Concerns | 75,000 | 75,000 | 0 | 0% |
| Client Svcs Contingency Account | 563,884 | 536,490 | 27,394 | 5% |
| Distribution to Providers | 2,421,718 | 2,421,718 | 0 | 0% |
| Total Operating Budget | 8,343,392 | \$8,357,138 | (\$13,746) | NIL |

YOUTH COMMITTEE

Subject: FY17–18 Budget Update

October 24, 2017

- The reduction in Adult and Youth client services is a percentage reduction that corresponds to the state-mandated requirement to spend at least 20% of the Youth *program* allocation on Work Experience and 30% of the Adult and Dislocated Worker funding allocation on training. work2future sets aside 20% of its Adult and Dislocated Worker funding allocation to training with 10% coming from leveraged resources.
- On the other hand, work2future set aside approximately \$27,000 in the Client Services Contingency Account to offset a portion of the 53% reduction of \$595,041 that was recommended, and approved by the Board in June 2017. Please note that this account may be tapped into if the need for client services rises above projections throughout the year. If not, then the amount is carried forward to the next fiscal year to augment the operating budget.

IV (B) (2)

Facilities Update

[Discussion]

FACILITY UPDATES

Relocation of Youth Program to San Jose Job Center

- In order to allow for an expansion of the Vietnamese Community Center at the Shirakawa Community Center, the City of San Jose is unable to accommodate a renewal of work2future's Youth Training Center lease of that same facility. Although the lease is scheduled to end in June 2018, staff is planning to move early to a new location to avoid service disruptions during the peak summer period. Leases at work2future's other sites will be renegotiated and renewed.
- Following a search assisted by the City of San Jose's Parks, Recreation, and Neighborhood Services Department (PRNS) and the Office of Economic Development's Real Estate Team, work2future staff recommends that the Youth program be consolidated with the Adult and Dislocated Worker programs at the Comprehensive Job Center at the Kirk Community Center facility. Other locations explored were unsatisfactory due to their location, or ongoing or upfront costs.
- Despite the more constrained operating environment necessitated by the move, staff anticipates being able to continue to deliver service levels which reflect client, partner, and Board priorities within budget constraints.
- The cost of the tenant improvements is anticipated to be less than \$35,000. PRNS is keeping open the possibility of covering part of the relocation cost. It will make that determination as its own budget becomes clearer. Staff will undertake significant community outreach to facilitate a smooth transition.
- While the exact timing is still being developed, the move will be completed no later than the Spring of 2018. However, if the Youth program can complete its move from Shirakawa by the end of December, staff estimates that work2future will net a savings estimated at approximately \$8,500 a month from January 2018 through June 2018. This represents the monthly equivalent of rent, utilities, custodial services, maintenance and security, less moving expenses..

Consolidation of Business and Administrative Services Center

- work2future has also begun work to consolidate Business and Administrative Services Center staff at the Old Almaden Winery Community Center on the second floor of the facility. The City of San Jose has not determined if an outside group would occupy the 1st floor or if staff from the Parks, Recreation, and Neighborhood Services would use that space.

Closure of Morgan Hill Satellite Job Center

- As approved at the June 15, 2017 Board meeting, work2future operations at the Morgan Hill Satellite ended on July 27 and the program vacated the building on August 4, 2017. work2future and City of Morgan Hill staff remain committed to maintaining connection with the community, including participation in City of Morgan Hill activities such as the recent "Summer Fun in the Park" event, distribution of work2future materials, and display of work2future notices at the Morgan Hill Community Center. Notices including alternative locations for services have been made through client emails, notices on the door of the facility, and to partner organizations.

IV (B) (3)

Youth Program Updates 2016 & 2017

[Discussion]

Youth Program Services

Current Program Year 2017-2018

- Enrollments in South County are on target. San Jose enrollments are at 52.7% of their quarterly goal. However, training is getting off to a late start and as a result, recruitment has been slower than expected training is scheduled to begin on 10/24/17. The class that is being offered is a training for Certified Logistic Associates. This aligns with our manufacturing sector.
- Work Experience (WEX) is a successful tool for marketing. We are on track to fully expend this year's budget. To date we have served 33 clients.
- To date, there have been no 2017-2018 job placements. However, once WEX and training have completed, we anticipate that the employment goals will be reached.

Previous Program Year 2016-2017

- Enrollments exceeded the contract goal by 37 clients.
- The Training goal was met by the end of the program year.
- The 70% goal for WEX funds was exceeded. The Foundation spent 97.3% of their 2016-2017 WEX funding.
- The Foundation has reached 62% of its September 30, 2017 goal for placement in employment sectors. In addition, 18 clients began post secondary education programs as an alternative to seeking immediate employment. They bring the Foundation's overall placements as of September 30, 2017 to 75.2% of target. In the year-round model, there are 62 clients that will continue to receive support and services until they find placement or exit the program, regardless of when they enrolled in the program. If the Foundation are able to place 33 of these 62 clients, then they will meet their goal.
- The goal for placements in employment in the area of training fell short of their goal. The Foundation is continuing to work with the 39 individuals that received training, but have not been placed to date.

#

**WORKFORCE INNOVATION OPPORTUNITY ACT
YOUTH PROGRAM - PROGRAM SERVICES AS OF 09/30/17**

Prepared by Meredith Studebaker and Approved by Monique Melchor on 10/18/17

YOUTH PROGRAM ENROLLMENT FY 2017-2018

| | YEAR TO DATE - SEPT 30, 2017 | | | YEAR END | |
|--------------|------------------------------|--------|-----------|----------|-----------------|
| Program | Projection | Actual | % of Goal | Goal | % of Projection |
| San Jose | 55 | 29 | 52.7% | 185 | 15.7% |
| South County | 10 | 11 | 110.0% | 50 | 22.0% |
| Total | 65 | 40 | 61.5% | 235 | 17.0% |

YOUTH PROGRAM TRAINING FY 2017-2018

| | YEAR TO DATE - SEPTEMBER 30, 2017 | | | YEAR END | |
|--------------|-----------------------------------|--------|-----------|----------|-----------------|
| Program | Projection | Actual | % of Goal | Goal | % of Projection |
| San Jose | 16 | 0* | 0.0% | 60 | 0.0% |
| South County | 6 | 0* | 0.0% | 12 | 0.0% |
| Total | 22 | 0 | 0.0% | 72 | 0.0% |

*Training scheduled to begin on 10/24/17 with 8-10 clients for the Certified Logistics Associate Training

YOUTH PLACEMENTS FY 2017-2018

| | Placed In Area of Training Goal - Year End | Actual | % of Goal | Placed in Employment Sectors - Year End | Actual | % of Goal |
|--------------|---|--------|-----------|--|--------|-----------|
| Placements | | | | | | |
| San Jose | 64 | 0 | 0.0% | 191 | 0 | 0.0% |
| South County | 16 | 0 | 0.0% | 60 | 0 | 0.0% |
| Total | 80 | 0 | 0.0% | 251 | 0 | 0.0% |

WORK EXPERIENCE FUNDING SPENT CARRYOVER FY 2016-2017

| | Goal - Year End | Actual - September 30, 2017 | % of Goal |
|-------------------------|-----------------|-----------------------------|-----------|
| Work Experience Funding | | | |
| Total Carryover | \$12,069.69 | \$12,069.69 | 100.0% |

WORK EXPERIENCE FUNDING SPENT FY 2017-2018

| | Goal - Year End | Actual - September 30, 2017 | % of Goal |
|-------------------------|-----------------|-----------------------------|-----------|
| Work Experience Funding | | | |
| San Jose | \$295,050.94 | \$169,979.36 | 57.6% |
| South County | \$104,765.06 | \$57,794.29 | 55.2% |
| Total | \$399,816.00 | \$227,773.65 | 57.0% |

**WORKFORCE INNOVATION OPPORTUNITY ACT
YOUTH PROGRAM - PROGRAM SERVICES AS OF 09/25/17**

Prepared by Meredith Studebaker and Approved by Monique Melchor on 09/27/17

YOUTH PROGRAM ENROLLMENT FY 2016-2017

| Program | YEAR TO DATE - JUNE 30, 2017 | | | YEAR END | |
|--------------|------------------------------|--------|-----------|----------|-----------------|
| | Projection | Actual | % of Goal | Goal | % of Projection |
| San Jose | 185 | 222 | 120.0% | 185 | 120.0% |
| South County | 50 | 50 | 100.0% | 50 | 100.0% |
| Total | 235 | 272 | 115.7% | 235 | 115.7% |

YOUTH PROGRAM TRAINING FY 2016-2017

| Program | YEAR TO DATE - JUNE 30, 2017 | | | YEAR END | |
|--------------|------------------------------|--------|-----------|----------|-----------------|
| | Projection | Actual | % of Goal | Goal | % of Projection |
| San Jose | 60 | 51 | 85.0% | 60 | 85.0% |
| South County | 12 | 21 | 175.0% | 12 | 175.0% |
| Total | 72 | 72 | 100.0% | 72 | 100.0% |

YOUTH PLACEMENTS FY 2016-2017*

| Placements | Placed In Area of Training Goal - Year End | Actual | % of Goal | Placed in Employment Sectors - Year End | Actual | % of Goal |
|--------------|--|--------|-----------|---|--------|-----------|
| | | | | | | |
| San Jose | 31 | 8 | 25.8% | 101 | 62 | 61.4% |
| South County | 19 | 3 | 15.8% | 32 | 20 | 62.5% |
| Total | 50 | 11 | 22.0% | 133 | 82 | 61.7% |

*18-Post Secondary (5 of which had OST); 15-Still in WEX

WORK EXPERIENCE FUNDING SPENT CARRYOVER FY 2015-2016

| Work Experience Funding | Goal - Year End | Actual - June 30, 2017 | % of Goal |
|-------------------------|-----------------|------------------------|-----------|
| Total Carryover | \$169,900.00 | \$169,900.00 | 100.0% |

WORK EXPERIENCE 70% OF FUNDING SPENT FY 2016-2017

| Work Experience Funding | Goal - Year End | Actual - June 30, 2017 | % of Goal |
|-------------------------|-----------------|------------------------|-----------|
| San Jose | \$249,119.86 | \$249,119.86 | 100.0% |
| South County | \$66,221.74 | \$66,221.74 | 100.0% |
| Total | \$315,341.60 | \$315,341.60 | 100.0% |

Executive - Program Management - WIOA Participant Summary

- Customer Group: Youth
 - Region/LWIA: San Jose Silicon Valley, Workforce Investment Netw
 - Age Selection:: Age at Participation
 - Date Range: 07/01/2017 - 09/30/2017

| I. Participation Summary | | Enrolled | Exited |
|--|--|------------|----------|
| A. Total Participants | | 171 | 8 |
| | Participants Carried In | 131 | 8 |
| | New Participants | 40 | 0 |
| B. Eligible Youth 5% Exception | | | |
| | Youth 5% Exception | 0 | 0 |
| C. In School / Out Of School Youth (Funding Definition) | | | |
| | In School Youth | 1 | 0 |
| | Out Of School Youth | 170 | 8 |
| D. Program Exit Information | | | |
| | Entered Unsubsidized Employment | | 1 |
| | Training Related Employment | | 0 |
| | Entered Military Service | | 0 |
| | Entered Qualified Apprenticeship | | 0 |
| | Entered Post-Secondary Education | | 1 |
| | Entered Advanced Training | | 0 |
| | Individuals Attained Recognized Certificate/Diploma/Degree | | 4 |
| | Individuals Attained High School Diploma/GED | | 0 |
| | Returned to Secondary School | | 0 |
| | Exits Excluded from Performance | | 0 |
| | Other Exits | | 8 |
| II. Participation Characteristics Summary | | Enrolled | Exited |
| A. Gender | | | |
| | Female | 87 | 6 |
| | Male | 84 | 2 |
| B. Age | | | |
| | 14 - 18 | 22 | 1 |
| | 19 - 21 | 74 | 3 |
| | 22 - 24 | 75 | 4 |
| | 25 - 34 | 0 | 0 |
| | 35 - 44 | 0 | 0 |
| | 45 - 54 | 0 | 0 |
| | 55 - 64 | 0 | 0 |
| | 65 and older | 0 | 0 |
| C. Race/Ethnicity | | | |
| | Ethnicity Hispanic or Latino | 83 | 5 |
| | American Indian / Alaskan Native | 5 | 0 |
| | Asian | 19 | 0 |
| | African American / Black | 16 | 0 |
| | Hawaiian Native / Other Pacific Islander | 2 | 0 |
| | White | 54 | 2 |
| | Other | 0 | 0 |
| D. Veteran Status | | | |
| | Total Veterans | 0 | 0 |
| | Served Less than 181 Days | 0 | 0 |
| | Eligible Veteran | 0 | 0 |

| | | | |
|-----------|--|-----|---|
| | Other Eligible Person | 0 | 0 |
| | Campaign Veteran | 0 | 0 |
| | Disabled Veteran | 0 | 0 |
| | Special Disabled Veteran | 0 | 0 |
| | Recently Separated Veteran | 0 | 0 |
| | Transitioning Service Member | 31 | 1 |
| E. | Labor Force Status | | |
| | Employed | 23 | 0 |
| | Employed, but received notice of layoff or termination | 0 | 8 |
| | Unemployed | 148 | 8 |
| F. | School Status at Participation | | |
| | In School, High School or Less | 0 | 0 |
| | In School, Alternative School | 0 | 0 |
| | In School Attending Post High School | 1 | 0 |
| | Out-of-School, High School Dropout | 32 | 0 |
| | Out-of-School, High School Grad | 138 | 8 |
| | Not Attending School, Within Age of Compulsory School Attendance | 0 | 0 |
| G. | Unemployment Insurance Status | | |
| | Eligible Claimant, Referred by WPRS | 2 | 0 |
| | Eligible Claimant, referred by REA/RESEA | 0 | 0 |
| | Eligible Claimant, not referred by WPRS/RESEA | 2 | 0 |
| | Exhaustee | 0 | 0 |
| H. | Barriers | | |
| | Disabled | 27 | 2 |
| | English Language Learner | 1 | 0 |
| | Single Parent (including single pregnant women) | 8 | 2 |
| | Displaced Homemaker | 0 | 0 |
| | Offenders | 12 | 1 |
| | Homeless | 6 | 0 |
| | Runaway Youth | 0 | 0 |
| | Pregnant / Parenting Youth | 20 | 3 |
| | Youth Requires Additional Assistance | 117 | 6 |
| | Youth Serious Barriers to Employment (WIA legacy) | 0 | 0 |
| | Basic Literacy Skills Deficient | 111 | 6 |
| | Youth in, or aged out of, Foster Care | 10 | 1 |
| | Out of Home Placement | 0 | 0 |
| | Eligible under Section 477 of the Social Security Act | 0 | 0 |
| | American Indian/Alaskan Native | 6 | 0 |
| | Hawaiian Native | 0 | 0 |
| | Within 2 years of exhausting TANF lifetime eligibility | 0 | 0 |
| | Facing Substantial Cultural Barriers | 1 | 0 |
| | Eligible Migrant Seasonal Farmworkers as defined in WIOA Sec 167 (i) | 0 | 0 |
| | Meets Governor's special barriers to employment | 1 | 0 |
| I. | Income / Public Assistance | | |
| | Low Income | 169 | 8 |
| | TANF | 0 | 0 |
| | SSI | 3 | 0 |
| | Receiving Social Security Disability Insurance Income (SSDI) | 2 | 0 |
| | State or Local Income-Based Public Assistance (General Assistance) | 4 | 0 |
| | Refugee Cash Assistance (WIA Legacy) | 0 | 0 |
| | Supplemental Nutrition Assistance Program (SNAP) | 5 | 0 |

| | | |
|--|---|---|
| Foster Child (State or Local Payments are Made) | 5 | 0 |
| Youth living in the High-poverty Area | 9 | 0 |
| Youth Receives or is Eligible to Receive Free or Reduced Lunch | 0 | 0 |

Executive - Program Management - WIOA Participant Summary

- Customer Group: Youth
 - Region/LWIA: San Jose Silicon Valley, Workforce Investment Netw
 - Age Selection:: Age at Participation
 - Date Range: 07/01/2016 - 06/30/2017

| I. | Participation Summary | Enrolled | Exited |
|-----|---|------------|------------|
| A. | Total Participants | 389 | 258 |
| | Participants Carried In | 115 | 111 |
| | New Participants | 274 | 147 |
| B. | Eligible Youth 5% Exception | | |
| | Youth 5% Exception | 2 | 2 |
| C. | In School / Out Of School Youth (Funding Definition) | | |
| | In School Youth | 2 | 1 |
| | Out Of School Youth | 387 | 257 |
| D. | Program Exit Information | | |
| | Entered Unsubsidized Employment | | 58 |
| | Training Related Employment | | 1 |
| | Entered Military Service | | 0 |
| | Entered Qualified Apprenticeship | | 0 |
| | Entered Post-Secondary Education | | 1 |
| | Entered Advanced Training | | 0 |
| | Individuals Attained Recognized Certificate/Diploma/Degree | | 113 |
| | Individuals Attained High School Diploma/GED | | 0 |
| | Returned to Secondary School | | 0 |
| | Exits Excluded from Performance | | 1 |
| | Other Exits | | 257 |
| II. | Participation Characteristics Summary | Enrolled | Exited |
| A. | Gender | | |
| | Female | 194 | 125 |
| | Male | 195 | 133 |
| B. | Age | | |
| | 14 - 18 | 68 | 51 |
| | 19 - 21 | 163 | 110 |
| | 22 - 24 | 158 | 97 |
| | 25 - 34 | 0 | 0 |
| | 35 - 44 | 0 | 0 |
| | 45 - 54 | 0 | 0 |
| | 55 - 64 | 0 | 0 |
| | 65 and older | 0 | 0 |
| C. | Race/Ethnicity | | |
| | Ethnicity Hispanic or Latino | 194 | 129 |
| | American Indian / Alaskan Native | 5 | 3 |
| | Asian | 38 | 25 |
| | African American / Black | 28 | 17 |
| | Hawaiian Native / Other Pacific Islander | 4 | 2 |
| | White | 122 | 84 |
| | Other | 0 | 0 |
| D. | Veteran Status | | |
| | Total Veterans | 0 | 0 |
| | Served Less than 181 Days | 0 | 0 |
| | Eligible Veteran | 0 | 0 |

| | | | |
|-----------|--|-----|-----|
| | Other Eligible Person | 0 | 0 |
| | Campaign Veteran | 0 | 0 |
| | Disabled Veteran | 0 | 0 |
| | Special Disabled Veteran | 0 | 0 |
| | Recently Separated Veteran | 0 | 0 |
| | Transitioning Service Member | 49 | 21 |
| E. | Labor Force Status | | |
| | Employed | 50 | 32 |
| | Employed, but received notice of layoff or termination | 0 | 226 |
| | Unemployed | 339 | 226 |
| F. | School Status at Participation | | |
| | In School, High School or Less | 1 | 1 |
| | In School, Alternative School | 0 | 0 |
| | In School Attending Post High School | 1 | 0 |
| | Out-of-School, High School Dropout | 102 | 82 |
| | Out-of-School, High School Grad | 285 | 175 |
| | Not Attending School, Within Age of Compulsory School Attendance | 0 | 0 |
| G. | Unemployment Insurance Status | | |
| | Eligible Claimant, Referred by WPRS | 2 | 0 |
| | Eligible Claimant, referred by REA/RESEA | 0 | 0 |
| | Eligible Claimant, not referred by WPRS/RESEA | 3 | 1 |
| | Exhaustee | 2 | 2 |
| H. | Barriers | | |
| | Disabled | 53 | 34 |
| | English Language Learner | 8 | 7 |
| | Single Parent (including single pregnant women) | 26 | 18 |
| | Displaced Homemaker | 0 | 0 |
| | Offenders | 41 | 34 |
| | Homeless | 28 | 24 |
| | Runaway Youth | 0 | 0 |
| | Pregnant / Parenting Youth | 50 | 33 |
| | Youth Requires Additional Assistance | 227 | 142 |
| | Youth Serious Barriers to Employment (WIA legacy) | 0 | 0 |
| | Basic Literacy Skills Deficient | 303 | 216 |
| | Youth in, or aged out of, Foster Care | 23 | 17 |
| | Out of Home Placement | 2 | 2 |
| | Eligible under Section 477 of the Social Security Act | 2 | 2 |
| | American Indian/Alaskan Native | 5 | 2 |
| | Hawaiian Native | 2 | 2 |
| | Within 2 years of exhausting TANF lifetime eligibility | 0 | 0 |
| | Facing Substantial Cultural Barriers | 5 | 4 |
| | Eligible Migrant Seasonal Farmworkers as defined in WIOA Sec 167 (i) | 0 | 0 |
| | Meets Governor's special barriers to employment | 1 | 1 |
| I. | Income / Public Assistance | | |
| | Low Income | 378 | 249 |
| | TANF | 3 | 3 |
| | SSI | 6 | 4 |
| | Receiving Social Security Disability Insurance Income (SSDI) | 3 | 3 |
| | State or Local Income-Based Public Assistance (General Assistance) | 8 | 6 |
| | Refugee Cash Assistance (WIA Legacy) | 0 | 0 |
| | Supplemental Nutrition Assistance Program (SNAP) | 23 | 20 |

| | | |
|--|----|----|
| Foster Child (State or Local Payments are Made) | 7 | 4 |
| Youth living in the High-poverty Area | 16 | 10 |
| Youth Receives or is Eligible to Receive Free or Reduced Lunch | 0 | 0 |

IV (B) (4)

San Jose Works 3.0

[Discussion]

SAN JOSE WORKS 3.0

- In June 2017, staff submitted, and the Board approved, acceptance of \$1,500,000 from the City of San Jose's General Fund to administer San Jose Works 3.0, which is to provide 825 youths, ages 14-29, with subsidized and unsubsidized employment opportunities. Approximately, 375 of the youth will be placed into six-week, subsidized employment, and approximately 400 youth will be placed into private employment opportunities not requiring a subsidy under the San Jose Works program.
- Prior to this, work2future had successfully implemented two San Jose Works (SJ Works) youth summer programs; the first of which was launched during the summer of 2015. The objective of the program is to provide at-risk youth with employment services, including critical life skills (leadership development, financial literacy, job readiness) required to secure gainful employment opportunities.
- In the first year, work2future received \$1.122 million in general fund, and placed 234 youth (vs. a goal of 218) into a five-week, subsidized program. With the help of the City's Parks, Recreation, and Neighborhood Services Department (PRNS), youth were placed in community centers, libraries, and community-based organizations.
- Capitalizing on the success of SJ Works 1.0, the City of San Jose set aside another \$1.677 million for SJ Works 2.0, which would be a year-round program, running from June 1, 2016 to April 30, 2017, to provide unsubsidized job placements with private employers for up to 500 youth, ages 18-29, and subsidized job placements for another 500 youth. SJ Works surpassed these goals, with 505 securing subsidized employment, and 507 securing unsubsidized employment.
- This summer in SJ Works 3.0, 375 youth were placed in subsidized employment with private, public, and non-profit employer partners. Participants were referred from Mayor's Gang Prevention Task Force partners and career technical education programs from all four high school districts in San Jose. Participants earned over \$400,000 in wages; 213 youth were placed in jobs in demand sectors or occupations. At the conclusion of the subsidized program, the participants had achieved a 90% retention rate.
- As of October 6, 2017, work2future, through the work2future Foundation, had placed 281 youth, 137% of its real time placement goal of 205, or 70% of the overall total placement (unsubsidized) goal of 400. Of these 281 placements, 60 are through collaboration with Juma Ventures, and several more are pending paperwork and start dates. Juma Ventures has also made possible the addition of MOD Pizza for additional placements and hours for existing placements.

YOUTH COMMITTEE

Subject: SJ Works Update

October 24, 2017

- If the current average rate of placement is maintained, the work2future Foundation will successfully meet or exceed its overall placement (unsubsidized) goal of 400 placements.
- Based on previous program data, an increase in placement will occur for seasonal hiring in the final quarter of the year. The intention is to maintain or increase the placement to enrollment ratio through on-school campus hiring events and job fairs.
- As of this writing, promotion of the San Jose Works Job Fair on October 20, 2017 at San Jose City College is ramping up. work2future will be promoting the event digitally on Facebook and college websites. A mass email has been sent out by the East Side Union High School District's Director of Marketing to all students.
- Case managers have begun reaching out to East Side school campuses to arrange office hours on campus to provide work readiness activities for students. Case managers will coordinate with principals and school staff to determine best methods for delivering work readiness. Work readiness training is also available to all SJ Works clients at the youth training center. In addition, work2future is looking at education technology tools (e.g., LRNG) as means to offer work readiness activities to more San Jose residents virtually and to enrich current work readiness training.

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IV (B) (5)

Approval of 2018 Meeting Schedule

[Action]

APPROVAL OF 2018 MEETING SCHEDULE

Proposed meetings for 2018

1. Date: May 22, 2018
Time: 1:30pm – 3:30pm
Place: TBD

2. Date: November 13, 2018
Time: 1:30pm – 3:30pm
Place: TBD

###

IV (C)

Set Items for Next Agenda

IV (D)

Announcements

IV (E)

Next Meeting

The date of the next regular meeting of the Youth Committee will be determined during this meeting. It is temporarily scheduled for 1:30 p.m. - 3:30 p.m., May 22, 2018, at a location to be determined by the close of this meeting.

V

Public Comment

VI

Adjournment