MINUTES

Youth & Education Committee
October 9, 2018
Attendees: Sue Ronga Interim Chair, Cynthia Miller, Erica Crenshaw, Fedaa Nomair, Kristine Labita, Alan Concha, Chrystal Cleave, Amin Jihad, Davidene Alpart, Alan Concha, Nicole Payne, Daniel Garcia, Dr. Lorenzo Puertas, Harvey Nutter, Sofia Phillips, Jenny Vuksic, Janet Aguilar, Tonya DeSilva, John DePalma, Douglas Ramirez, Sikandar Khan, Mark Jackson

Introductions
Susan Ronga, called the meeting to order at 10:06 a.m.

Minutes
Minutes were reviewed and accepted.

WIOA Youth Programs Updates
Erica Crenshaw asked the youth vendors to discuss some of their success, challenges and general information on their programs. The following was reported:

OIC
- Mark Jackson reported OIC has been slow going but has started to receive a few people and getting telephone calls asking about the program.
- Harvey Nutter noted OIC have connected with Paterson Public Schools and Probation noted as the youth recruiter finding that some of the programs that he has visited want to know if they can share because OIC have programs that they do not have and they know their clients can benefit from the programs. Harvey noted Youth Corps and Youth Build were interested in the technology portion of the program where they would come to OIC. Harvey noted there need to be more discussion on that initiative.
- Harvey noted as youth programs they will have to coordinate with each other and share to get some of the work for example they have their two courses customer service program which is a certification course but many do not understand there is more to customer service and has to do with how they treat people. The other courses is a Microsoft or Quick Books certification and believe it or not many of the youth have adapted to the technology but using technology and using it properly is two different things. Sue Ronga noted there has been a conversation and possibly Youth Corps could go in the morning and certification in the afternoon but as of now not sure how it would work it is in the preliminary stage.

Davidene Alpart noted this is the reason the RFP was presented the way that it was so when they responded would do both of those things that is how it is setup because they are doing academics and there is another program where they have math as an extra because these are the things that are needed and Fedaa and Kristina can talk about how they are getting the youth referred over to the programs. Harvey noted everything at OIC is done by computer programs for the programs for high school proficiency, GED and the HiSet which are three different test.
**One-Stop Career Center**

- Kristina reported still working with Youth Corps new group getting certification.
- Catapult is a remedial admissions and do not have the program needs. They have 5 clients in Passaic and in Clifton there are 8-9 clients they are doing well. Kristina noted she has been certifying and waiting for them to come back. There are two instructors working with the youth who score below requirement on the TABE test for 1-2 days a week for a month and then have them re-TABE so see if they score high enough to get them certified. There are 10-15 clients who are in limbo right now.
- Kristina noted the challenge is always follow-up with the telephone calls and emails which is always an issue but they do call or email at least once a month.
- Fedaa noted she works with OIC/Calvary to see if they received the TABE scores and will be meeting with Calvary this week to discuss the certification process and how they will send the clients to test. Fedaa noted she is working with OIC to get more students and will reach out to Mr. Smith at Youth Build and if the clients do not pass their mental toughness they will be referred into one of the two programs. St. Paul's students should be testing in early November for the TASK Exam.
- Fedaa noted the challenges are basically the same as with Kristina the follow-up with phone calls and emails they do not respond and their numbers change but they still have some youth who come back that may need help or just to hang out.
- Sikandar Khan reported he works with the in-school-youth and the summer program that ended on August 17, 2018 which gave the youth an opportunity to work at many different sites 25 hours per week at $10.00 per hour. 190 students participated in the summer program and this year was successful with 2 drop outs and no terminations. Everyone that graduated were TABE tested 13 who were tested will be enrolled into a vocational training. Sikandar noted he will continue to follow-up with the in-school-youth to identify what are their interest whether it is getting into college or vocational training and help them to get on the right path.

**WIOA School Referral Letter**

Erica asked the committee members to review the Public School Referral Form and noted at the last meeting in April and prior to that meeting Dr. Chris Irving was the Director and the referral form was brought to the table in reference to connecting the dots with the in-school-youth in jeopardy of dropping out of school and WDB is trying to be the middle man to get the youth referred to one of the programs such as Youth Build, Youth Corps, OIC, Calvary, St. Paul's, Catapult or any other programs. Erica explained that the committee created a form that made since which would then go to the One-Stop Career Center and then filter the youth into the different programs. Erica asked the committee if there are any changes needed. Davidene suggested taking off the social security number because when the Client is entered into the AOSOS System and identification number is issued and that is number is used instead of the social security number.
Q&A

Who will use this form? Erica explained the forms will be given to the school counselors in an effort to get the youth in jeopardy of dropping out. Sue also noted this is an informal way to grasp the youth prior to leaving school.

Davidene suggested there be a sign off sheet from the guidance counselor to indicate what school they are coming from or last school attended and would also need a withdrawal form. Maybe have the students AOSOS I.D. number and a date of birth. Erica mentioned there will be a cover letter as well attached to the referral form.

Erica noted the committee will have to work on getting the joint email address for all utilize but for now table this Initiative until Duwan has a chance to review which the committee will table the Social Media Campaign and Vendor Fair because that report will also come from Duwan.

Literacy Consortium Partners Updates

Sue reported the following:

- The Title II Grant they have 1800 clients to serve which they usually go over that number mainly in the ESL more so than the High school diploma for the adults in Passaic County.
- The partners at Passaic night school program had a summer program this year, and John DePalma's a night program for the ESL.
- Passaic County Community College has ESL and the high school diploma class.
- Literacy Volunteer America has the program for people who are very low skilled and ESL which is more of a tutoring session. Sue noted she contacted Literacy Volunteer America for the youth who are eighteen in Paterson/Passaic schools who are too old, do not speak well in English LVA is excellent program for the youth learn English as quickly as possible and get into one of the youth programs. Sue asked if anyone need the contact information for their youth who needs help to inform her because they will go to the libraries in Paterson, Passaic and Clifton.
- Sue apprised the committee members of the Apprenticeship Week and their program in collaboration with John DePalma have an apprenticeship day on November 16, 2018 and will be forwarding a flyer after securing the vendors and noted if any of the youth programs would like to participate and/or attend to let her know.
- John DePalma noted there will be four programs from PCIT coming to speak which includes himself, WTTW Co-op Counselor at the school Youth Transitions to work, LPN Coordinator to talk about nursing and some other healthcare fields and HADDAD which is plumbing, heating and HVAC Company who does a lot of work in Passaic County. Then all four will talk about apprenticeship opportunities for students after leaving high school. Sue noted she has contacted many engineering associations as well and if anyone knows of someone that works in these fields.
Q&A
Is the event just for the youth? Sue explained no the event is also for Title II or for anybody. People from Workfirst New Jersey or Workforce Learning Link or anyone interested in attending. The event will take place on Colt Street. Davidene suggest that Sue contact the apprenticeship person from Trenton.

Janet from PCCC noted the college is applying for a grant for consortium healthcare and the application is due on October 12, 2018 which will be awarded in February and will be healthcare related. The students will be trained in healthcare and the tuition covered and the apprenticeship part would be valuable because the employer will get reimbursed with this grant. It will be a 5 year grant if PCCC hears anything they could come and speak about the grant but right now is too soon to speak.

Are there employers attached to this event so that people can get hired? John explained yes, HADDAD is interested in hiring.

Sue asked Alan Concha to give an overview of his school Eastwick College HoHoKus School of Trade. Alan noted they have a plumbing & electrical apprenticeship program. Youth comes into his program for nine months when they graduate they already have one year of apprenticeship under their belts and the school helps them with licensed plumber or electrician who continue to work with them four more years to get their own license. Alan noted he would like to present at the event in November.

The meeting concluded at 10:38 a.m.

The schedule for the next meeting: TBD