

**Union County Workforce Development Board
Minutes of the Youth Investment Council
Union County Administration Building
Large Conference Room, 4th Floor
September 16, 2016 at 11am**

Committee Members:

Pete Capodice, Co-Chair, Union County Vocational Technical Schools
Ella Teal, Urban League of Union County
Delacy Davis, Family Support Organization of Union County
Stacy Green, Plainfield Board of Education
Josh Bornstein, Union County Educational Services Commission
Gloria Durham, Genesis Solutions
James Horne, United Way of Greater Union County
Jeffrey Jackson, Youth Coordinator, Union County Department of Workforce Operations

Staff:

Elizabeth Paskewich
Eric Graham

Meeting Summary:

- I. Meeting was called to order.

- II. James Horne provided the committee a brief summary of the Youth Consortium:
 - a) Mr. Horne expressed concerns over the continuing challenge of having to bring the partner agencies in compliance with all of the requirements of the grants, but indicated that his agency was making progress.

 - b) Youth recruitment efforts were under way to completely fill summer youth employment slots. Some of the challenges included having youth being certified by the one stop in a timely manner, communication of documentation due, getting parental cooperation, and finding the appropriate jobs for the youth.

 - c) Case management of the program youth has been a priority, particularly in the development of Individual Employment Plan (IEP). The IEP requires case

managers / counselors to develop a report with each youth in order to determine the youth's career goals and objectives, supportive service needs, identify barriers to employment, assessing youth skills gaps, tracking of youth integration with the fourteen program elements, and charting a career path for the youth.

d) There appears to be a concern over data gap between what information is being collected by the Youth Consortium partners and the AOSOS capture. The United Way team is working with the one stop to assess and correct any discrepancies.

e) More than 200 youth are in the pipeline for services by the Youth Consortium.

III. Gloria Durham requested from Mr. Horne additional information on collaborative efforts with the Plainfield YMCA and Mr. Horne stated that his agency would be willing to partner with the Plainfield YMCA should the need arise.

IV. There was no program update from either Union County College nor the Plainfield YMCA.

V. The Youth Committee was advised of the next meeting of the Workforce Development Board as being scheduled for September 16, 2016.

VI. Chairman Pete Capodice requested a more detailed report from the parties involved in the grant and the one stop at future meetings.

VII. Adjournment