



Future Workforce Services Committee

Capital Workforce Partners

One Union Place Hartford, CT

March 7, 2017

8:00 a.m. – 9:00 a.m.

Conference Call Number 1-877-336-1828 access code 68620309

AGENDA

- | | |
|---------------------------------------------------------------------|---------|
| 1. Call to Order | 8:00 am |
| 2. Approval of Minutes | 8:03 am |
| 3. New Business | |
| a. Promise Zone Yes! Presentation | 8:05 am |
| b. WIOA Youth Timeline, Performance and
Contract Renewal Process | 8:25 am |
| c. Hartford Student Internship Program Update | 8:30 am |
| 4. Old Business | |
| a. Summer Youth Employment & Learning Program
Procurement Update | 8:35 am |
| b. Committee Work Plan Progress Report | 8:45 am |
| 5. Announcements | 8:55 am |
| 6. Next Meeting/Adjournment | 9:00 am |
| April 11, 2017 | |



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Future Workforce Services Committee Minutes

December 13, 2016

Attendees: Bill Putt, Jason Howey, Cathryn Addy, Paulette Fox, Betsy Leborious, Sandy Mello, Hector Rivera, and Tami Schweikert

Staff: Alex Johnson, Wendy Gamba, Jim Boucher, Kelly Fitzgerald, Sandy Rodriguez, Pamela Tonello, Julie Watson and Liz Saunders

Call to Order:

Bill Putt called the meeting to order at 8:02 a.m.

Consent Item:

Paulette Fox made a motion to approve the minutes from the meeting of October 19, 2016. Jason Howey offered a second, all were in favor; none opposed; the motion carried.

Old Business:

- Alex discussed the WIA Performance Benchmark Report for PY15 and PY16 – Q1. Capital Workforce Partners showed great results. We were the only WDB in the state that is meeting or exceeding all of our target outcomes. Julie noted that WIA performance continues to be tracked while participants originally enrolled under WIA work their way through services.

SYELP Update – Alex Johnson/Kelly Fitzgerald

- Kelly alerted the committee that the Board approved the SYELP recommendations from the FWS Committee.
- Julie and Kelly are currently in the process of drafting the SYELP RFP to be released in January.
- Julie identified each of the Guiding Principles and Program Implications.
- CWP is also working through the application process to ensure that municipalities and secondary schools are involved. All providers will be responsible for their own recruitment and CWP will ensure that each process is fair and equitable for all eligible participants.
- In addition, SYELP will be targeting a small number of out-of-school youth this summer.
- Jason asked a question regarding our funding from the City of Hartford. Alex responded that we have been advised of a potential cut in City of Hartford funding for Summer Youth. State funding could be reduced as well.

Youth Services System Discussion – Kelly Fitzgerald/Julie Watson

- At the last meeting, the Committee asked for a simplified overview of CWP's youth programs. CWP staff revised the documents and shared with the Committee for discussion.
- Kelly provided an overview of the document including the goals, sector focus, and a summary of the program including 16-17 funding level and slots by provider. She also included a Youth Program Alignment which included each program, the number of CWP goals which that program covers, the served priority percentage, in what sectors do we provide training and placement numbers.
- Jason stated that this is a good summary but he would like to see the work plan goals and desired outcomes on this document.
- Jason also stated that we should have a one-page document on how youth pick what they want to do.
- Paulette gave an example of how OIC, AJC and the Jobs Funnel came together for one young man on Monday.

- Julie shared the CWP Cross Program Data Report. She asked the committee members to review the information to send her any questions they may have. Some of the highlights are:
 - 8,113 youths were served – 43% of all participants across CWP youth and adult programs
 - 56% female, 44% Hispanic/Latino, 42% Black/African American, 20% Young Person of Color
 - 5% participated in multiple programs during the reporting period; 2% participated in from both youth and adult programs.

New Business:

YouthBuild Presentation – Pamela Tonello, Maritza Falcon

- Pamela handed out a copy of *What is a DOL YouthBuild Program?* She gave a brief introduction of Maritza Falcon who gave a brief overview of the program. Maritza brought along two female participants who both told their stories on how they came to be involved with YouthBuild.
- A tour of the YouthBuild space in New Britain followed.
- Bill Putt mentioned that he spoke to one of the participants and he asked her what she wanted to do with herself after she received her GED. Her response was to go to college and become a nurse and then maybe a doctor.
- Jason mentioned the more we can do to highlight our accomplishments the better off we will be.
- A tour of the American Job Center in New Britain was given to all attendees who stayed after the meeting

Next Meeting/Adjournment

- Bill Putt asked for a motion to adjourn at 9:03 am, Paulette Fox offered a second; all were in favor; none opposed; the motion carried.
- Jason wished everyone Happy Holidays.
- Next meeting is scheduled for March 7, 2017 at CWP 1 Union Place, Hartford 3rd floor.



WIOA Youth Spring 2017 Timeline

February 2017

- Contractors officially begin to use CTHires
- Performance review (July 1, 2016-December 31, 2016) by CWP staff
- Corrective action planning (if needed)
- Budget meetings with contractors
- All contractor meeting
- Youth Liaisons start at New Britain and Hartford American Job Center

March 2017

- Renewal application finalized by CWP staff and sent to contractors
- EQ versus IQ training for contractors

April 2017

- Contract renewal application due
- Assess client flow and process for Youth Liaisons with possible expansion to Manchester and Enfield
- All contractor meeting

May 2017

- Review of 7/1/16-3/31/17 contractor performance
- Corrective action planning (if needed)
- Renewal recommendations developed by FWS Committee chairs
- Renewal recommendations approved by CWP Board of Directors on May 25, 2017
- Contract development for 7/1/2017 to 6/30/2018
- Provider training (possible topics include Trauma Informed Care, 211 Resources or Creating Boundaries Between Staff and Youth)

June 2017

- Contracts finalized for July 1, 2017 start date
- All contractor meeting



2016-2017 WIOA Youth Contractor Performance Update

Performance Measure	Planned	Actual	% of Planned	Status
New Enrollments	225	147	65%	— On Track
Total Served ¹	667	559	84%	— On-Track
Industry Recognized Credential at Exit	221	179	81%	— On-Track
Placement at Exit ²	174 ³	91	52%	↓ Off-Track
Placement in Employment	N/A	83	N/A	N/A
Median Wage	\$15.00 ⁴	\$10.10	67%	↓ Off-Track
Placement in Postsecondary Education	N/A	14 ⁵	N/A	N/A

Progress key: — on track to meet target ↑ on track to exceed target ↓ off track – corrective action needed

¹ Served includes any youth active in programming and post-program follow up during PY 16-17

² Placement measures include placement in either employment or postsecondary education at exit

³ Planned number will increase as more youth exit program

⁴ Median wage of \$15.00 was implemented in FY 16-17 as a stretch goal aligned with CWP's Strategic Plan

⁵ Six of the fourteen youth were also placed in employment at exit



2017 Hartford Student Internship Program Funding Recommendation

The Hartford Student Internship Program is a ‘cornerstone’ career and college development strategy for Hartford youth ages 16-19 to prepare youth for career pathways. CWP, HPS and the City collaborate with community based organizations and other public/private partners to ensure students attending Hartford Public Schools in grades 11 and 12 will have access to internships to develop college and career competencies, ensuring post-secondary success. This project supports internships and career development support for 125 students for the school year from January 2017 through June 2017. Funding for this initiative comes from a grant from the Hartford Foundation for Public Giving.

On December 29, 2016 CWP issued a Request for Qualifications (RFQ); three responses were submitted by the January 13, 2017 deadline. The responses were reviewed and scored by CWP and Hartford Public Schools staff as summarized below.

Respondent	Short Description	Score
Center for Latino Progress	Ready to start up immediately. Will partner with Blue Hills Civic Association to combine their connections with employers and experience with working with youth; content expertise; 100 employer connections; Experience running SYLEP and year-round programming. Success and experience serving as employer of record and processing payroll for several CWP work experience programs; stated cash reserve to cover payroll; Experience with ETO	87
Capitol Region Education Council	Strong staff experience; experience with SYLEP and year-round programming; evident financial capability; limited detail on implementation plan; limited detail on employer connections; experience with ETO	83
URISE, Inc.	Prior experience was over 15 years old; implementation plan not detailed; no evidence organization could front and manage payroll; narrow service connections; not clear on employer connections; did not include required attachments of assurances and recent audit	55

Decision

Award Center for Latino Progress a vendor contract for \$149,500 to serve 125 Hartford Public School Juniors and Seniors through internships as work-based learning experience and career development through the Hartford Student Internship program.



2017 SYELP Implementation Timeline

February 2017

- SYELP RFP responses received February 22nd (please see attached submission list)
- CWP staff conduct technical review to ensure submissions meet all requirements
- All submissions that meet technical requirements are sent to review team

March 2017

- SYELP RFP responses are rated and ranked by review teams on March 8th
- SYELP procurement recommendations are developed by FWS Committee chairs
- SYELP procurement recommendations are approved by CWP Board on March 24th
- Eligible contractors are notified by CWP staff
- Develop communication strategy to convey anticipated program capacity and changes for 2017

April 2017

- CWP will implement non-financial MOUs with approved contractors
- Convene eligible contractors
- SYELP pre-application is available to providers

May 2017

- Contract development for 7/1/2017 to 9/30/2017
- Review, update, replace program materials for service providers
- Create summer monitoring plan and update monitoring tools

June 2017

- ETO and invoice training with eligible contractors
- Final budget amounts are given to CWP
- SYELP final slot and funding recommendations are developed by FWS Committee chairs
- SYELP final slot and funding recommendations are approved by CWP Board on June 22, 2017
- Contracts executed with contractors by June 30th for July 1, 2017 start date

July – August 2017

- Start up and run summer program
- Wrap up in-school component
- Interview participants and employers for success stories and testimonials

September – October 2017

- Wrap up Opportunity Youth component
- Conduct provider and employer debriefings
- Compile and analyze operational and performance data

November 2017

- Issue final report, review and approve recommendations for program improvement in 2018



2017 SYELP RFP Submissions

Proposer	Program Model Proposed	Towns to be served	Capacity prior to reimbursement
Artists Collective	Option A: In School	East Hartford, Hartford, Manchester, New Britain and West Hartford *	unconfirmed
Blue Hills Civic Association	Option A: In School Option B: Opportunity Youth	Bloomfield, Hartford and Windsor	100
Capitol Region Education Council	Option A: In School	East Hartford, Enfield and Manchester	300
Center for Latino Progress	Option A: In School	East Hartford, Hartford, and West Hartford	375
Community Renewal Team	Option A: In School	Hartford	300
Goodwill	Option A: In School Option B: Opportunity Youth	Bloomfield, Glastonbury, Hartford, Manchester, New Britain	25
Human Resources Agency of New Britain	Option A: In School Option B: Opportunity Youth	Bristol and New Britain	180
Opportunities Industrialization Center of New Britain	Option A: In School	New Britain	unconfirmed
Our Piece of the Pie	Option A: In School	Hartford	500
		TOTAL	1,780

* Enrollment would be restricted to residents of towns supported by private or City of Hartford funding due to administrative limitations.

Future Workforce Committee Work Plan & Framework 2016-2017

Purpose: Serves as the WIOA Standing Youth Committee and oversees the Future Workforce Services summer and school-year programs and the development of their portion of the CWP strategic plan.

Goal	Objectives	Intended Outcomes	Progress as of 12/31/16
<ul style="list-style-type: none"> Continuous improvement of the Opportunity Youth Career Pathways model to improve employment outcomes for all underserved Opportunity Youth (OY) 	<ul style="list-style-type: none"> Meet youth where they are through strategies and best practices to alleviate barriers to success in education and employment Assist participants to enroll and complete an industry specific occupational skills training Expand Career Pathway services to East Hartford, Manchester and New Britain 	<ul style="list-style-type: none"> 40% of WIOA youth represent a special youth population Increase the percentage of WIOA youth who earn an industry recognized credential from 67% in 15-16 (234 of 351) to 72% Increase the rate of job placement with a wage of at least \$15.00 per hour from 4% to 10% Increase the number of OY from East Hartford, Manchester and New Britain who receive WIOA youth services (30% in 15/16) 	<ul style="list-style-type: none"> 45% of WIOA youth active participants represent a special youth population. (Exceeding) 41% of WIOA youth have earned a credential (On-track) 7% of WIOA youth participants were placed at a job earning \$15 or more per hour (On-track) 27% of new WIOA youth participants reside in East Hartford, Manchester and New Britain (On-track)
<ul style="list-style-type: none"> Align Summer Youth Employment & Learning Program with Opportunity Youth and Career Pathways model and increase efficiency of program 	<ul style="list-style-type: none"> Implement 2016 SYELP program that serves youth where they are and connects better prepared youth with local employers Redesign SYELP 2017 to align with Career Pathway model Procure providers for SYELP 2017 who can programmatically and financially run a SYELP program 	<ul style="list-style-type: none"> 85% of 2016 Tier III SYELP participants receive a score of 75 or higher on their Employee Competency Review 10% of 2017 SYELP participants are OY Increase eligible 2017 SYELP participants who enroll in an OY program from 12% to 20% 	<ul style="list-style-type: none"> 73% of 2016 Tier III SYELP participants received a score of 75 or higher on their ECR (Did not meet) 2017 program outcomes will be reported on in 17-18
<ul style="list-style-type: none"> Align youth programming with CWP sector strategies through employer partnerships and discretionary grants to expand employer engagement and enhance Career Pathways model 	<ul style="list-style-type: none"> Youth Employer Engagement Specialist (YEES) will coordinate employer outreach with sector strategies CWP Special Programs will incorporate Career Pathways model for all discretionary grants 	<ul style="list-style-type: none"> 5% of CWP special program participants are OY age 18-24 Increase % of employers receiving services across youth and adult programs (12% in FY15/16) 	<ul style="list-style-type: none"> 9% of special program participants are OY age 18-24 (Exceeding) 7.7% of youth employers are receiving services across youth and adult programs (On-track)
<ul style="list-style-type: none"> Strengthen the connection between Opportunity Youth and Career Pathways programs with the American Job Center (AJC) 	<ul style="list-style-type: none"> Transform the role of the AJC Youth Liaison Integrate YEES with Business Services Team Youth utilize AJC resources Pilot colocation of New Britain providers into their local AJC 	<ul style="list-style-type: none"> Increase in percentage of OY participants referred by AJC Increase use of New Britain online learning center and resource center by OY participants <p><i>(baseline data analysis in process for both metrics)</i></p>	<ul style="list-style-type: none"> N/A (Currently being developed) 1% of New Britain OY participants have used the Online Learning Center

Progress key: on track to meet target on track to exceed target off track – corrective action needed too soon to measure