

Finger Lakes Youth Counselor's Minutes 2/14/18

In Attendance: Candice Bukovinsky-Calkins (today's scribe), Deb McGrimley, Annie Mahoney, Ryan DeVay, Wendy Cartwright, Amanda Lesterhuis

Missing: Chris Yonge (reviewed via phone 2/15/18)

Local Updates:

Amanda – RFP was released 2/5/18. Bidder's Conference scheduled on 3/1 10am-12pm at the WIB, Bidders not required to be attendance but should check if their county plans on writing a proposal and/or attending. Proposals due 4/16/18 by 4:00pm. HIGHLY ADVISED to make sure Counselors are part of writing the proposals if their counties are applying. Don't forget to include in-house/non-MOA activities such as KeyTrain, WorkKeys, ServSafe, Proveit, Metrix, Personal Skills for Success, Parenting classes, Transferable Skills, Job Readiness Workshops, etc.

3rd Quarter Monitoring will take place in May along with Case Reviews at the same time. Should take between 3-5 hours to complete both at each county. 4th Quarter Monitoring will take place in July. Amanda will be going on maternity leave from approximately mid-August to mid-October, during 1st Quarter of PY18, will complete 1st Q Monitoring after returning in October. Amanda will not be present at FLWTH this year (10/5/18) but highly encouraged the Youth Counselor's to still participate.

Seneca – Still working on increasing enrollments. Hosting Career Fair for Seneca Co HS students on 3/23.

Ontario – Still working on increasing enrollments, 3 in January! Still collaborating with Day Reporting/Probation for enrollments however, these youth typically do not seem to stay engaged after they "graduate" day reporting or violate and return to jail. Working with Reliant Credit Union to provide financial literacy education. Attended CAAST meeting, networking group of agencies that work with youth in Ontario County, and may get some more summer youth/WIOA worksites as a result (and hopefully referrals/MOA partners)!

Wayne – Still working on increasing enrollments. Attended Wayne County Guidance Counselor's meeting on 2/9/18 with Amanda and handed out information WIOA Youth program and contact information. Schools seemed very receptive to collaborating with Candice by referring dropouts/graduating seniors not enrolled in college to Candice. Candice also agreed she could travel to the schools to meet with students one-on-one or in groups.

Follow-Up Webinar in January – Amanda asked all Counselor's to watch the recording if they haven't already. Password is Careers. Can skip guest speaker that comes on about 5-10 minutes into presentation – not relevant information, but Youth Unit provides some good information. Reminder – Follow-up is always funded \$1.00.

OSOS Data Entry – How to record Non-Credential certificates that count as Skills Gains such as ServSafe:

Youth Unit (Angel and colleagues) have advised to record it in 3 spots for now, because there has been no guidance from the Feds where to record it in OSOS. #1 – Ed/Lic tab under Customer Detail. #2 – Outcomes tab under Services, “Attained Credential – No, not recognized credential”. #3 – Training Outcomes tab under Services, Add Outcome, Occupational Skills/Advanced Training, Other, Enroll Date, “Completed – did not intend credential”.

When to schedule services/start dates – Achievement Objectives can be entered into OSOS at any time. HOWEVER, Services start dates AND end dates should reflect the dates the youth actually participated in the activity. For example: A Youth is referred to start KeyTrain on 1/1/18. The Achievement Obj can be entered with a start date on 1/1/18. The youth physically starts KeyTrain on 1/7/18. The service entered will have a start date of 1/7/18 even though the youth was referred to start on 1/1/18 BECAUSE the youth did not physically start the activity until 1/7/18.

Question – What service can be used when a youth starts Unsubsidized Employment?

Answer – The youth should be exited and enrolled in Follow-up UNLESS the youth is in need of 1 of the 14 elements. There is no element that covers general “job retention”. However, if the youth is in need of supportive services, leadership training, etc. and IS PARTICIPATING in those activities while working, then the youth can remain enrolled. HOWEVER, the Counselor should also be aware that those services can also be provided when the youth is enrolled in Follow-up.

New Policy Updates – Amanda handed out copies of a Work Experience Policy with a WE Code of Conduct and Supportive Services polices, and all reviewed together. (Electronic copies were sent to all Counselor’s on 2/15/18). An Objective Assessment Policy will be written soon. Counselors were asked to start using the policies and provide feedback before the policies are voted on by the Board in May and become “official”.

Question – Can Supportive Services cover paying for a fine a youth has that is prohibiting them from regaining their Drivers License?

Answer – Anything that is not listed in the policy may still be able to be covered with approval from the Youth Unit. Therefore, Counselors should submit in writing to Amanda what they would like to cover and what the cost is and Amanda will forward to the Youth Unit.

Do What You Are Assessment – Seneca County has started using this assessment for people (youth and adults) who attend their Transferable Skills Workshop. Amanda showed Counselor’s a copy of the report individuals receive which seems great for accessing their soft skills, but does not link their skills/interests to specific careers like the WorkKeys Fit Assessment does.

Recruiting Efforts – Collectively the 4 counties have only enrolled 25 out of 81 youth for everyone to meet their goal enrollment number. Amanda highly encouraged Counselors to call their local Guidance/School to Career Counselors to form partnerships for referrals. Also, to continue attending meetings, committees, and partnering with other county offices that work with youth to make sure they know about the WIOA youth program and how to make referrals.

Additional Info – Dates to remember: NYATEP Youth Conference 3/5-3/7/18, Healthcare Career Day 3/20/18, Finger Lakes Job Fair 4/19, Ag Day 4/25. Counselors agreed to meet at the Youth Conference 15 minutes before first session begins to plan which workshops they would be attending.

Next Meeting – MONDAY March 12th 2-4:00pm