

COMMONWEALTH OF VIRGINIA
Virginia Workforce Council

Policy Number:	00-2
Effective Date:	October 23, 2008
Revision #1:	October 17, 2008
Rescission Date:	
Title:	Youth Councils under Title I of the Workforce Investment Act

PURPOSE

To describe the focus and responsibilities of Youth Councils established under the Workforce Investment Act (WIA).

REFERENCES

1. P.L. 105-220, Workforce Investment Act (WIA), Sections 117(h), 129(c), and 136.
2. 20 CFR Parts 664.200 through 664.830.
3. Training and Employment Guidance Letter No. 3-99, January 31, 2000; *Program Guidance for Implementation of Comprehensive Youth Services under the Workforce Investment Act during the Summer of 2000.*
4. Training and Employment Guidance Letter No. 7-99, March 3, 2000; Subject: *Core and Customer Satisfaction Performance Measures for the Workforce Investment System.*
5. Training and Employment Guidance Letter No. 8-99, March 3, 2000; Subject: *Negotiating Performance Goals; and Incentive Sanctions Process under Title I of the Workforce Investment Act (WIA).*
6. Training and Employment Guidance Letter No. 18-00, April 23, 2001; Subject: *Program Guidance for Implementation of Comprehensive Youth Services under the Workforce Investment Act.*
7. Training and Employment Guidance Letter No. 28-01, May 20, 2002; Subject: *Program Guidance for Implementation of Comprehensive Youth Services Under the Workforce Investment Act (WIA) of 1998.*
8. Training and Employment Guidance Letter no. 17-05, February 17, 2006; Subject: *Common Measures Policy for the Employment and Training*

Administration's (ETA) Performance Accountability System and Related Performance Issues.

9. Training and Employment Guidance Letter No. 17-05, Change 1.

POLICY STATEMENT

Through the Youth Councils, the Workforce Investment Act (WIA) envisions a coming together of major resource and delivery systems that have youth as a major "customer". It recognizes that federal, state and local resources are funneled through a multiplicity of separate legislative and authorization pipelines to address important parts of the youth development issue as well as the critical economic and social problems that youth face. The immediate challenge for the Youth Councils will be to develop a common vision of what can be accomplished collaboratively to provide a system of connections to the mainstream for at-risk youth in the Local Workforce Investment Area (LWIA).

It is the intent of the Commonwealth that Youth Councils raise the awareness of the infinite possibilities there are in fitting together the knowledge base from research and best practice with the resource base, expertise, experience and leadership available in every LWIA. In designing a comprehensive system for youth, it is important to learn from the lessons of the last twenty years. The lessons learned point to basic principles that should permeate the thinking and the decisions that Youth Councils make. Those principles are that youth need: continuity of contact with caring adults; to be focused on the essential nature of work; bona fide connections to employers; a variety of contextual educational options for competency certification; opportunities for leadership development; positive peer support; opportunities for postsecondary education and training; chances to serve the community; and follow up support over a sustained period.

Youth Councils working in concert with Local Workforce Investment Boards (WIBs) are tasked with developing strategies and programs to ensure the maximization of resources and services to youth residing in the local workforce areas. Youth Councils are critical elements in the development and delivery of youth services. There should be a formal relationship between the WIB and the Youth Council so that the WIB and Youth Council members understand their roles and how they relate to one another. This relationship should articulate, at a minimum, the following: How the Youth Council sets its agenda and its duties; how it reports to the WIB; how new members are added; and how it will be supported. The recommended role for the Youth Councils is to become the WIBs architect for a comprehensive youth service delivery system.

"A comprehensive system for youth" is defined as a systemic approach to providing services to youth within the community. Bringing programs providing services to the youth of a community into a planning and service provision process that maximizes the resources available without creating undue

bureaucratic interference in the provision of services to youth. A comprehensive system would provide services to youth using existing program resources.

RESCISSION: N/A

ATTACHMENTS

ATTACHMENT A: Youth Councils
REVISION/RESCISSION

Dr. Robert P. Leber
Chair, Virginia Workforce Council

Dr. Glenn DuBois
Chancellor, Virginia Community College System

DATE: October 23, 2008

**Virginia Community College System
Workforce Development Services**

**Commonwealth of Virginia
Virginia Workforce Council
Policy 00-2
ATTACHMENT A – Youth Councils**

Youth Councils are an integral part of local workforce development strategy. Each local workforce investment board (LWIB) is required to establish a youth council within the local workforce area.

MANDATORY MEMBERSHIP:

- Members of the Local Workforce Investment Board (LWIB), such as postsecondary and secondary educators, employers, and representatives of human service agencies, who have special interest or expertise in youth policy;
- Members who represent service agencies, such as juvenile justice and local law enforcement agencies;
- Members who represent local housing authorities, including housing authority employees and/or Tenant Organizations;
- Parents of eligible youth seeking assistance under Subtitle B of Title I of WIA. The parent's membership term is not bound by the youth's term of participation in the program;
- Individuals, including former participants, and members who represent organizations, that have experience relating to youth activities. This may include local school-to-work, recreation and parks and other youth councils in the LWIB; and
- Members who represent the Job Corps, if a Job Corps Center is located in the local area or a Job Corps office serving their area represented by the council.

OPTIONAL MEMBERSHIP:

- Youth Councils may include other individuals, whom the chair of the Local Board, in cooperation with the chief elected official, determines to be appropriate. This may include representatives from Registered Apprenticeship programs and Department of Labor and Industry (DOLI) State Apprenticeship field representatives and lesser-known sources from federal programs such as EPA, FEMA, and the US Departments of Agriculture, Defense, Interior and Transportation.

- Members of the Youth Council who are not members of the Local Board must be voting members of the youth council and nonvoting members of the Local Board.

PURPOSE OF LOCAL YOUTH COUNCILS:

The purpose of local youth councils is to provide expertise in youth programs and to assist the local workforce board in:

- Developing and recommending local youth employment and training policy and practice;
- Broadening the youth employment and training focus in the community to incorporate a youth development focus;
- Establishing linkages with other organizations serving youth in the local area; and
- Taking into account a range of issues that can have an impact on the success of youth in the labor market. *[WIA section 117(h)]*

RESPONSIBILITIES OF THE YOUTH COUNCILS:

Each local youth council is responsible for the following activities:

- Coordinating youth activities in the local area. This is an opportunity to expand the focus of the Council and to determine how it will interface with existing youth advisory boards and groups;
- Developing the portions of the local plan related to eligible youth, as determined by the chairperson of the Local Board;
- Recommending eligible youth service providers, including One-Stop operators, *the local board for such area shall identify eligible providers of youth activities by **awarding grants or contracts on a competitive basis**, based on the recommendations of the Youth Council and on the criteria contained in the state plan, to the providers to carry out the activities, and shall conduct oversight with respect to the providers, in the local area,* subject to approval of the Local Board;
- Carrying out other duties, as authorized by the chairperson of the Local Board, such as establishing linkage with educational agencies and other youth activities.

- Each Local Workforce Investment Board, in concert with the local Youth Council, is required to submit a strategic plan detailing how the Workforce Investment Act programs will be developed and executed for youth in the local workforce area. These plans must address funds distribution for the year-round and summer youth activities within the local areas to meet youth requirements.
- Local Workforce Investment Boards, in collaboration with Youth Councils, will be responsible for meeting specific performance measures negotiated under the Workforce Investment Act.
- Local Workforce Investment Board's and Youth Council's should be aware that youth, who are in school and eligible to be served under WIA must also meet requirements for secondary completion which may include high school graduation requirements for a diploma, ISAEF program requirements, or alternative education program requirements as defined and approved by local Boards of Education. Further, if they are out of school and reenter through any means, they must meet requirements for secondary completion.
- Also, if they are participating in vocational education then the student must also meet the state negotiated performance requirements under the Carl Perkins Act.