

**MINUTES**  
**Youth Board/WIB Youth Council**  
**September 4, 2008**  
**F.E.G.S.**  
**315 Hudson Street**  
**New York, New York**  
**8:30 AM to 10:30 AM**

***Present:***

Youth Board/Youth Council members<sup>1</sup>:

Ana Garcia Reyes *	John Mattingly * <sup>2</sup>	Raymond Codrington *
Anthony Sumpter, Sr. *	Kurt Sonnenfeld, EdD *	Reg Foster *
Arnold Dorin *	Lena Townsend *	Rev. Michel Faulkner *
Charles Hamilton	Lynette Velasco	Richard F. McKeon *
Craig Eaton, Esq.	Maureen O'Connor *	Rick Amato
Ellen Chen	Milga Morales Nadal, PhD	Robert Purga
Erana Stennett *	Nancy Wackstein *	Sgt. Margaret O'Gara *
Gregory Hambric *	Nadine Reid	Sibyl Silberstein, PhD *
Ikra Ahmad *	Neil Hernandez * <sup>3</sup>	Susan Royer
Ivelisse Fairchild *	Omoniyi Amoran	Tino Hernandez
Jeanne B. Mullgrav *	Peter Borish *	Franc Perry, Esq.*
Jermaine Williams *	Peter Kleinbard	
JoEllen Lynch	Rae Linefsky *	

***Guests:***

Deirdre Smith, Andrea Coleman, Miguel Almodovar, Suzanne Lynn, Bill Chong, Yvonne Harris, Nareen Hinton-Thompson, Yvette Furman, Ronald Rivera, Adam Rabiner, Tom Pendleton, Titilayo Morgan, Maricela Brea, Melinda Mulawka, Nicole Halsey, Bonnie Rosenberg, Rebecca Brown, Deidra Gilliard, Michael Ognibene, Arnold Dorin, Daphne Montanez, Susan Haskell and Christopher Cesarani

Youth Board Chair Richard F. McKeon called the meeting to order and welcomed new Youth Board members Raymond Codrington and Anthony Sumpter.

***Commissioner's Report***

Commissioner Mullgrav welcomed the members and thanked Gail Magaliff the Chief Executive Officer of F.E.G.S. for making their board room available for today's meeting.

---

<sup>1</sup> An \* indicates the member's presence at the meeting.

<sup>2</sup> Nicole Halsey was in attendance for Commissioner Neil Hernandez.

<sup>3</sup> Titilayo Morgan was in attendance for Commissioner John Mattingly.

### Capacity Building

Commissioner Mullgrav provided an update to last quarter's presentation by Denice Williams and Rien Murray, by informing the members that DYCD finalized contracts with five technical assistance providers: Community Resource Exchange (for after school services); the Mental Health Association of New York City, Inc. (for family focused services); Ramapo for Children (for youth with special needs); the Fund for the City of New York (for youth workforce development services); and, Nonprofit Connection (for discretionary programs).

### Youth Workforce Development

#### *Summer Youth Employment Program*

Commissioner Mullgrav highlighted that the Summer Youth Employment Program had its highest enrollment since 1999 with 43,110 youth, and received over 103,000 applications. She directed the members' attention to the SYEP concept paper under tab 4 and explained that DYCD has proposed new program elements to build on the innovations introduced in the last RFP – proposed new elements include: age-appropriate job placements and educational activities; expanded private sector jobs; greater diversity in jobs offered; and, a separate competition for youth who face barriers to employment (i.e., court-involved youth, runaway and homeless youth, and youth aging out of foster care). Commissioner Mullgrav welcomed feedback from the members on the concept paper.

#### *WIA Out-of-School Youth (OSY) and In-School Youth (ISY) Employment Program*

Next she informed the members that the U.S. Department of Labor (USDOL) Employment and Training Division conducted a review of WIA youth programs at DYCD in July. She explained that two OSY providers, Henry Street Settlement and Opportunities for a Better Tomorrow, were visited by USDOL staff. She highlighted that the OBT program was acknowledged by USDOL as a "best practices" model because of its contextualized learning, coupled with a business model for youth employment.

#### *Ladders for Leaders - August Event*

Commissioner Mullgrav thanked the Youth Board, Youth Council and NYC WIB members who joined Ladders for Leaders graduates and their parents at the August 18, Gracie Mansion celebration.

### Out of School Time (OST)

#### *OST High School Programs Evaluation*

Commissioner Mullgrav next informed the members of the report by Policy Studies Associates report released by DYCD on July 30, which provided feedback on OST programs that serve high school youth. (DYCD contracted PSA in 2005 to conduct an independent evaluation of the OST initiative). She continued that, in addition to PSA interim reports, these findings will inform the forthcoming RFP for OST programs. She highlighted that: 122 OST programs serve high school youth; more than 30,000 high school youth were served in the first 2.5 years of the OST initiative; OST high school programs witnessed increased enrollment and attendance from Year 1 to Year 2 to Year 3; staff at OST high school programs are highly qualified - 70% were professional specialists,

certified teachers or had another type of college degree; and, participants at OST high school programs expressed overall positive feedback of their experience and the programming. (The full report, as well as DYCD's introduction, is available online at [nyc.gov/dycd](http://nyc.gov/dycd)).

### *OST Symposium – October*

She reminded the members that on October 10, DYCD would host the 2<sup>nd</sup> Annual Out-of-School Time (OST) Symposium at Columbia University, "Building Stronger Programs through Collaboration," which will include staff members from 640 programs serving over 80,000 youth through OST, the largest municipally-funded after school initiative in the country. She encouraged the members' participation at this event.

### Center for Economic Opportunity (CEO) Initiatives

#### *CEO Literacy Update*

Commissioner Mullgrav highlighted that on July 15, DYCD hosted the first meeting for CEO Literacy providers. She explained that the new literacy services pilot, which was conceived by the Center for Economic Opportunity and is administered by DYCD, is aimed at significantly improving the reading levels of participants who are between the ages of 16-24 years old and reading at the 4<sup>th</sup> to 6<sup>th</sup> grade levels. She continued by explaining that participants receive pre-GED basic skills instruction complemented by comprehensive support services such as job counseling and placement. She added that contracts are with five providers: Highbridge Community Life Center, SOBRO, CAMBA, Northern Manhattan Improvement Corporation and Union Settlement Association. (Youth Development Institute, Inc. is providing technical assistance to these programs, as well as six similar literacy program sites piloted by the City's three public library systems).

Peter Borish asked about the number of youth to be served by this initiative. Suzanne Lynn responded that about 20-25 youth would be served by each provider.

### Runaway and Homeless Youth Services (RHY)

Commissioner Mullgrav reminded members that a concept Paper for Runaway and Homeless Youth Services was released in June, preceding an RFP due to be released on November 20. She explained that this concept Paper outlined a refinement of the new continuum of care that was designed in 2006. She added that DYCD is sharing data with our partner agencies in order to more clearly understand young people's interactions with other NYC agencies and provide better services. In particular, she highlighted a DYCD and Department of Juvenile Justice data comparison for young people who resided in RHY shelters in FY2007, and were involved with the juvenile justice system. She explained that among the most notable findings are that 7% of the sample (98 youth) had been in detention prior to seeking RHY residential services at DYCD-funded programs, and 60% of those young people were released to NYS Office of Children and Family Services custody before seeking shelter from DYCD funded-programs. She added further that DYCD will continue to learn more about the young people we serve in order to improve services and that a data-match is also underway with ACS and DHS.

Nancy Wackstein asked if the Commissioner would also share with the members the final City and State budget numbers and impact on programming. Commissioner Mullgrav committed to have this information made available to the members after the meeting. (attached to these minutes is an email that went out later on this day with the information requested).

### ***Today's Presentation - Neighborhood Development Area (NDA) RFP***

Commissioner Mullgrav introduced Cindy Colter, Assistant Commissioner for Community Development Operations. She explained that today's presentation on DYCD's NDA initiative outlines how we maximize federal anti-poverty funding. She described how the federal Community Services Block Grant (CSBG) program, which funds NDAs, originated as part of President Lyndon B. Johnson's "War on Poverty". She explained how CSBG is meant to provide tools to address issues of poverty by providing funds that Community Action Agencies (CAA), like DYCD, distribute in accordance with CSBG goals to reduce poverty, revitalize low-income communities and empower low-income families and individuals to become self-sufficient. She informed the members that the last round of contracts from this funding stream were awarded in July 2005 and are set to expire on June 30, 2009.

#### About CSBG and the NDAs

Ms. Colter explained that CSBG monies, which fund the NDA contracts, provide flexible federal funding to states and localities, which are used to support a broad range of community-based programs, emergency services to low-income people, and, as the Commissioner mentioned, empowers people to achieve self-sufficiency and revitalize low-income communities. She emphasized how this funding is particularly needed by highlighting the high rate of poverty in New York City in comparison with New York state and the nation. Ms. Colter continued with an overview of how this block grant is administered. She explained that it passes through the New York State Department of State, Division of Community Services, then to DYCD as the CAA for New York City, one of 1,100 CAAs nationwide.

#### An Overview of the Current NDA Program

Ms. Colter highlighted that in Fiscal Year 2008, New York City's Community Action Program: received approximately \$30.3 million in CSBG funds; funded approximately 220 community-based organizations and over 400 contracts; and served about 55,000 people. As a sampling of how this money benefited individuals she emphasized that through this funding: 10,000 youth enrolled in educational support programs; 4,000 seniors benefited from assistance programs; 4,000 people sought housing assistance; 2,000 adults enrolled in GED programs; and 12,000 immigrants received support services. She continued by explaining that, through approximately 200 organizations in 43 low-income communities throughout the city, the NDA program provides youth services, domestic violence awareness & prevention, family support services, older adult services, adult education & employment, immigrant services, housing services, and economic development.

#### Planning for the next NDA RFP

Ms. Colter explained that the "43 low-income communities" or Neighborhood Development Areas (NDAs) were established as a result of an analysis of concentrations of poverty citywide and that each NDA has a Neighborhood Advisory Boards (NABs). She informed the members that the

NABs help conduct a needs assessment to establish program priorities for each NDA in preparation for the NDA RFP. Ms. Colter described how from September 2007 to July 2008: 7,000 surveys were taken in high-traffic areas such as shopping centers, parks and libraries to get input from a wide and diverse cross-representation of NDA residents (in eight languages); 96 public hearings were conducted citywide with over 2,500 community members attending; and, key informant interviews were done, which included surveying local City Council Members and the leadership of the Community Boards.

### Program Areas for the Next RFP

Ms. Colter highlighted the program areas for the next RFP that resulted from planning. She informed the members that the next NDA RFP will focus on the following areas: educational support and Leadership for middle-school youth; educational support and employment for high-school aged youth; Adult Basic Education (ABE) and General Education Development (GED) Tests Preparation to build adult literacy; social, cultural, and supportive services for seniors; housing advocacy and assistance; support services for immigrants; and, support services to foster healthy families.

Kurt Sonnenfeld noted the importance for the public to be aware of this citizen-driven process. Ms. Colter welcomed further ideas to alert the public.

Peter Borish asked how or whether NDA program outcomes affect allocation of resources. He highlighted by example – if you learned that a fatherhood program was achieving a lower level of outcomes in comparison to another NDA funded program area, you would shift or lessen the funds from that program into the other area with higher outcome results. Ms. Colter explained that before funding could be withdrawn from a contracted provider, DYCD would first take steps to work with the provider through technical assistance or a corrective action plan. Commissioner Mullgrav added that DYCD is monitoring programs to make sure resources are being utilized in the most effective way possible, but that the program areas were driven by need and therefore a commitment to improve services rather than drop services was necessary.

### ***Youth Board Chair's Report***

Rich McKeon thanked Ms. Colter for her presentation and directed the members' attention to the approval of the June 4, 2008 Quarterly meeting minutes and minutes of the Funding and Resource Allocation Committee of June 16, 2008, for their review and final approval (under tabs 1 and 2). A motion was made and there being no objection, the minutes were approved.

### Standards Rules and Nominations Committee – Youth Board Officers

Next, Mr. McKeon directed the members' attention to the approval of reappointing the following Youth Board officers: Erana Stennett, Vice Chair; Sybil Silberstein, Secretary; and Lena Townsend, Corresponding Secretary. He reminded everyone that Franc Perry, Chair of the Youth Board Standards, Rules and Nominations Committee, requested members' thoughts in June and also recommended reconsideration of current Officers – Erana Stennett, Vice Chair; Sybil Silberstein, Secretary; and Lena Townsend, Corresponding Secretary. Mr. McKeon explained that the response to Franc's email had only support for this slate and he asked for a motion to approve the reappointment. A motion was made and there being no objection, the reappointment of Youth

Board officers was approved. Mr. McKeon congratulated Erana, Sybil and Lena and thanked them for their valued support and dedication to the Board.

### Funding and Resource Allocation Committee Report

Mr. McKeon asked Lena Townsend<sup>4</sup> for a report from the Funding and Resource Allocation Committee. Ms. Townsend offered a brief report and encouraged the members to read the minutes from the committee meeting under Tab 2 for further details. She explained that the committee chose to hear a report on this year's DYCD Resource Allocation Plan (RAP) and that submitting a RAP is a required process for receiving state funding for programs. She highlighted that the meeting focused on the criteria used for selecting agencies for funding under the RAP. She added that, as the RAP is annually submitted, the committee has asked DYCD to make this a regular update each year.

### *Youth Council Chair's Report*

Reg Foster informed the members that the WIB staff has been doing ongoing work to convene and share the best workforce and economic development data with the practitioners and stakeholders in the workforce development field. He highlighted that on September 15, the WIB would host the second in a continuing series of expert roundtables on Green Jobs – the first roundtable focused on the economy and featured economists from the Federal Reserve Bank and NYS Department of Labor. He also noted that on September 19, the WIB and NYC Labor Market Information Service at the CUNY Graduate Center would feature an expert panel discussion on the Transportation Sector and Employment in New York. He reminded the members that the next WIB meeting will take on September 10, and would feature SBS and DYCD providing a series of updates on Small Business Solutions, Workforce1 Center operations and Summer Youth Employment initiatives. He encouraged the members to attend and reach out to Chris Cesarani or Melinda Mulawka<sup>5</sup> for details on any of the foregoing. Finally, Mr. Foster reminded the members that the next meeting of the Youth Board and Youth Council will take place on December 3 at IBM.

There being no further business, the meeting was adjourned at 10:30 a.m.

---

<sup>4</sup> Ellen Chen was unable to make the meeting and asked Ms. Townsend to deliver her report.

<sup>5</sup> Melinda Mulawka was present at the meeting and is the Deputy Director of the NYC WIB.

**To: Youth Board/Youth Council Members**  
**Cc: Jeanne B. Mullgrav**  
**Date: September 4, 2008**

**Re: Quarterly Meeting Follow-up Items**

The following are items requested during today's meeting:

**1. The Neighborhood Development Area Power Point Presentation (attached)**

**2. City Budget – Impact on Youth Programs**

- a. Summer Youth Employment Program – a reduction of \$8 million in City Tax Levy (CTL) funding had \$6.6 million restored by City Council, eliminating 996 Summer Youth slots, for a total of 43,110 – still the highest enrollment since 2000.
- b. Out-of School Time (OST) – a \$2.6 million reduction will be withdrawn from anticipated accruals on providers that do not achieve 100% of their performance goals. Provider contracts were not reduced.
- c. Beacon – a reduction of \$2.3 million to non-core Beacon services was made, however, City Council restored \$3 million in support for Beacon programs.

**State Budget (NYS Office of Children and Family Services) – Impact on Youth Programs**

- a. In spring 2008, DYCD received a 2% reduction - approximately \$22,000 in Fiscal Year (FY) 08 and in FY09 for Runaway and Homeless Youth Services (RHY); and \$109,000 in FY08 and in FY09 for Youth Development and Delinquency Prevention (YDDP) programs. FYI – YDDP funding supports DYCD's OST programs.
- b. An additional 6% reduction will impact as follows: \$127,000 will be reduced in FY09 for RHY, and \$642,000 in FY09 for YDDP. It is not anticipated that these reductions will impact current contracts.

**3. Concept Papers and RFPs**

- a. Please visit the "Useful Links" section of the DYCD website - <http://www.nyc.gov/dycd> - for current [Contracting Opportunities - RFPs](#) and [Concept Papers](#)
- b. Please Note: We will send separate notices to you when these sections are updated – look for a notice from us on the release of the Neighborhood Development Area RFP soon.

**4. Upcoming NYC Workforce Investment Board (WIB) Events**

- a. September 10 Quarterly WIB Meeting, featuring "Updates on Core System Activities & New Programming" from DYCD and DSBS, will take place at 110 William Street, 4<sup>th</sup> Floor Board Room, 8:30 a.m. to 10:00 a.m.
- b. September 15, Green Jobs Roundtable (flyer attached) will take place at 110 William Street, 4th Floor Board Room, 8:30 a.m. to 10:00 a.m. RSVP (by September 10): Stephanie Martinez [smartinez@sbs.nyc.gov](mailto:smartinez@sbs.nyc.gov)

- c. September 19, "Where are the Jobs: Transportation Employment in NYC" (flyer attached) will take place at the CUNY Graduate Center, 365 Fifth Avenue (34<sup>th</sup> Street between 5<sup>th</sup> and 6<sup>th</sup> Avenue) Harold M. Proshansky Auditorium, 9:00 a.m. to 12:00 a.m. RSVP to Lea Kilraine at [lkilraine@sbs.nyc.gov](mailto:lkilraine@sbs.nyc.gov) (by September 8, 2008)

It was a pleasure to see all of you again. Chris

-----  
Christopher Cesarani  
Senior Policy Analyst  
Department of Youth  
and Community Development  
156 William Street  
New York, New York 10038  
Tel: 212-676-8343  
Fax: 212-442-4771  
Cell: 646-256-7701  
[ccesarani@dycd.nyc.gov](mailto:ccesarani@dycd.nyc.gov)

Dial 311 for Government Services and Information for NYC!

 Please don't print this e-mail unless you really need to.