

**TOWN OF HEMPSTEAD/CITY OF LONG BEACH WORKFORCE DEVELOPMENT
BOARD PATHWAYS TO EMPLOYMENT WORKGROUP MEETING MINUTES**

HEMPSTEADWORKS CAREER CENTER

March 5, 2019

Attendees:

Elizabeth Ajasin, DOOR
Myesha Arvon, DOOR
Sharon Carty-Johnson, EAC Network
Larry Forni, ACCES-VR
Ana-Maria Hurtado, DOOR
Megan Kelly, Department of Social Services
Maria Lombardi, DOOR
Melissa Matassa, Department of Labor
Yvonne Morrissey, DOOR
Rosa Murciano, New Yoro Community Bank
Veronica Rose-Craig, ACCES-VR
Sandy Rubin, DOOR
Janelle Sandford, Berkshire UFSD
Lisa Wright, Long Beach Adult Learning Center

I. Welcome and Introduction

Ana-Maria Hurtado, WDB Director, opened the meeting at 2:03 P.M. At her request, each of the attendees introduced themselves.

II. Review of Minutes

Ms. Hurtado allowed a moment for review of the minutes from the DEI Workgroup meeting dated October 30, 2018. She asked if there were any additions or corrections that needed to be made to the minutes. None were offered.

III. Mission Employment – Sharon Carty-Johnson, EAC Network

Ms. Hurtado indicated that EAC Network is one of HempsteadWorks' out-of-school youth career pathways providers. She invited Sharon Carty-Johnson, Vocational Specialist, to present on the EAC Mission Employment program for youth. Ms. Carty-Johnson explained that the program serves youth with disabilities. By using an individualized care approach, she is able to learn more about the youth, what their needs are, develop some level of trust, and ultimately help them navigate through their career pathway. While she does not impose any specific career on them, she

offers guidance on how their strengths and interests can assist in selecting one. Ms. Carty-Johnson also shared stories about youth she has worked with who despite their own personal struggles, are progressing along their career pathways journeys.

Ms. Lombardi added that at EAC, each youth is given the chance to build their careers, regardless of what level it is, with implementation of Integrated Resource Teams (IRT), which bring together the stakeholders that will help them reach their goals. She thanked Ms. Carty-Johnson for incorporating DEI practices into her program and for helping set the youth up for success.

Veronica Rose-Craig asked Ms. Carty-Johnson if they ever refer youth participants to ACCES-VR. She responded that in addition to the referral, youth take vocational assessments that identify their work skills.

IV. DEI Consulting Services Request for Proposals (RFP)

Ms. Hurtado indicated that one of the ways the Hempstead/Long Beach Workforce Development Board is supporting the DEI project is to conduct a Request for Proposals for DEI Consulting Services. Ms. Ajasin explained that part of the mission of the DEI project is to expand the capacity of the New York State Career Center system to serve youth with disabilities using a career-development approach. The goal of the RFP is to procure a consultant that will support the project by completing tasks that include:

- Creating and implementing practices that enhance youth inclusiveness in career pathways systems where they can obtain the skills and credentials necessary for placement and employment in growth industries
- Developing strategies for business engagement and working with these businesses to identify the barriers to youth participation in career pathways systems and to implement methods that will remove these barriers
- Developing strategies for youth engagement, including outreach and job development
- Identifying methods for supporting long-term sustainability and even replication of practices that were effective during the performance period

Applicants for the RFP must be a partnership, registered business, an incorporated for-profit or non-profit organization, or a public agency, and they must have at least three years' experience providing workforce development consulting services.

V. Resource Mapping

Ms. Hurtado explained that under the DEI project, NYSDOL requires DEI grantees to create a web-based resource page in each local area that serves as an information

repository and invited Maria Lombardi, the Disability Resource Coordinator for DEI, to speak more on the topic. Ms. Lombardi indicated that the purpose of the resource page is to help youth identify employment-related resources and support. In the October 30th Workgroup meeting, Ms. Lombardi requested that each member submit information about its services. Members submitted their organizations' program mission, summary of services, eligibility guidelines, counties served, hours of operation and agency contact information.

Ms. Lombardi said that while the information provided has been helpful, we should better promote the network of resources available to youth with disabilities. Edward Kenny added that the current resource map is only a start and still requires more, including partner organizations' information and any additional services. Ms. Lombardi said that we want a more compelling resource map that will be helpful to and stand out to youth and their parents. The Resource Map is posted on the HempsteadWorks website at:

http://hempsteadworks.com/dsp_listResourceFiles.cfm?id=8044.

VI. Sustainability Planning Guide

Ms. Hurtado indicated that the DEI grant requires us to sustain systemic changes implemented under the project after the funding period ends. Ms. Ajasin explained that the main purpose of the DEI grant is to effect positive systems change in the provision of career pathways services to youth with disabilities, and we want to ensure that these changes will be sustainable.

Ms. Ajasin referred to a Sustainability Planning Guide, a template that the New York State Department of Labor provided. It is a sample document developed for the Massachusetts Office of Adolescent Health. The template offers steps for planning and pre-planning, guidance on prioritizing and identifying sustainability goals, and the action steps needed to achieve these goals. She added that in order to begin creating a sustainability plan, we first have to decide which aspects of the project we should sustain. To make this determination, we will review this template, the DEI Work Plan, grant tasks, and Maria's DRC reports.

Ms. Ajasin said that the sustainability plan will be developed by a subcommittee of this Workgroup, in addition to the consultant we will procure with the DEI Consulting Services RFP. She asked if any present members would like to volunteer their time to serve on the Sustainability Planning Committee. The following individuals agreed to serve on the subcommittee: Sharon Carty-Johnson (EAC), Denise Marcel (Nassau BOCES) and Megan Kelly (Department of Social Services).

VII. Old/New Business

Mr. Kenny said that the DEI grant period is at its halfway point, and he asked the Workgroup for any suggestions for developing new relationships with businesses and for creating new, quality internships. Ms. Carty-Johnson asked what the guidelines are for employers, and Ms. Hurtado responded that they should be able to offer meaningful work experience to youth. Ms. Kelly asked which business industry is the target, and Ms. Hurtado said they should be from businesses on Long Island that are within growth industries.

VIII. Adjournment

After a motion to adjourn the meeting was offered by Rosa Murciano and accepted by attendees, Ms. Hurtado adjourned the meeting at 2:53 P.M.