

IACA Homeless & Foster Youth Subcommittee Charter

Adopted: 6/8/2023

IACA Homeless & Foster Youth Subcommittee Overview

Interagency Advisory Committee on Apprenticeship created the Homeless & Foster Youth subcommittee with the passage of Assembly Bill 565 (2022) on September 22, 2021. The Homeless & Foster Youth subcommittee first convened on October 24, 2022, to study and report on issues related to the participation of homeless youth and foster youth in apprenticeships and pre-apprenticeships.

The subcommittee also supports the advancement of apprenticeships in California through the Department of Industrial Relations (DIR) 2022 Five-point Plan, specifically supporting youth apprenticeships for in-school and out-of-school youth.

We are committed to *learning* about this population and finding innovative approaches to apprenticeships and engagement. *Connecting* these youth to their desired industry and/or occupation and bringing stakeholders together to serve these youth in the apprenticeship space. *Growing* and increasing the number and visibility of apprenticeships throughout the state and ensuring our youth reach their career milestones through pathways of guidance, outreach, and partnerships. Lastly, we are committed to seeing these youth *thrive* within the apprenticeship world by supporting and creating the sustainability of the programs.

This Charter will be reviewed as needed to ensure that it is in alignment with the needs of all stakeholders.

Mission

Develop an inclusive and equitable plan to ensure foster and homeless youth have the opportunity to engage in pre-apprenticeship and apprentice pathways that will help them attain economic self-sufficiency and be poised for upward mobility.

Authority and Responsibilities

The IACA Homeless & Foster Youth subcommittee will study and report on issues related to the participation of homeless youth and foster youth in apprenticeships and pre-apprenticeships. In alignment with the original legislative bill, the Subcommittee's Five goals are:

1. Collect and organize publicly available or agency member data on the number of homeless youth and foster youth served by California's apprenticeship system.
2. Evaluate the success rate of apprenticeships and pre-apprenticeships among homeless youth and foster youth.
3. Identify existing challenges related to identifying, reaching, and recruiting homeless youth and foster youth.
4. Prepare recommendations on how to address the challenges identified, which may include considerations relative to the need for additional services or specialized training programs which may include underserved population such as Foster, Homeless, Justice-involved, Refugee/Immigrant youth populations.
5. Form a Community of Practice that provides an ongoing platform for engagement of stakeholders in continuous improvement.

Membership

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The subcommittee and its members welcome all sectors of industry and populations. We strive to maintain a balanced team of individuals who are committed to ensuring the success of Homeless & Foster Youth through their apprenticeships. We value everyone's unique experiences and knowledge to build a diverse cadre of subcommittee members with the goal of developing a more equitable approach to youth apprenticeships.

The subcommittee shall consist of 5 to 11 members and serve at the pleasure of the IACA governing body. Members of the subcommittee shall be chosen for their expertise, experience, and interest in youth apprenticeships and should demonstrate their commitment prior to being nominated. A minimum of 1 committee member should be a youth (age 26 or under) with lived experience in the California Foster care system and/or homeless in California shall serve as a member.

A member may be nominated by at least 1 member of the IACA Homeless & Foster Youth Subcommittee and given a majority vote by the subcommittee members and approved by the DAS before being formally appointed as a member of the committee.

Self-nominations are accepted by the committee. To be considered, the person must email the subcommittee chair prior to the next public meeting expressing their interest to be a voting member and their experience with homeless and/or foster youth.

Members key functions shall be attending all meetings, reviewing all relevant material, serve as subject matter liaisons, and approve any formal documents/reports created by the subcommittee.

A member at any time that wishes to resign from their position, should submit a letter or email informing the Subcommittee chair of their change in membership.

A member should make a commitment of serving on the committee for a consecutive 24 months. A member may serve longer than 24 months at the nomination of the other committee members.

If a member is absent 3 consecutive meetings, the Subcommittee Chair can move to recommend removal of the member and approved by a majority vote from the subcommittee members.

Meetings

The Homeless & Foster Youth Subcommittee will meet at least once a quarter in accordance with the IACA Committee but may increase the frequency of the meetings as needed. Currently, the subcommittee will meet monthly through 2023.

A quorum for the subcommittee should be at least 50% of the members to approve business such as motions, reports and formal documents. If no quorum is present, no business shall be transacted and be held at a later date when a quorum is present.

If a member is not present at the meeting, the sitting member may designate a representative from their respective agency to sit in place of their absence. The person designated as a proxy may vote in absence of the subcommittee member and in line with the subcommittee members wishes.

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In the absence of the subcommittee Chairperson, the Chairperson may designate a subcommittee member to facilitate the meeting in the absence. The Chairperson will work with the member in developing the agenda and/or notes.

The subcommittee members are responsible to inform the chairperson of their intention to attend the meeting or select a proxy for that meeting Unexcused/uncommunicated absences. Extenuating circumstances can be considered (e.g. sickness, death).

Agenda, Minutes, and Reports

It is the responsibility of the IACA Homeless and Foster Youth Subcommittee to create a report to the Legislature no earlier than July 1, 2023.

It is the responsibility of the Subcommittee chair to create and garner feedback to the meeting agenda. In accordance with the Bagley-Keene rules, the meeting agendas will be publicly posted at least 10 calendar days in advance.

Is it the responsibility of the DAS to provide and store the meeting minutes, manage the meeting platform, and provide any other technical support to the subcommittee.

Once adopted, this Charter may be amended. Amendments to this Charter must have at least one reading before the Homeless & Foster Youth Subcommittee.

This Charter may be amended by two-thirds vote of the Homeless & Foster Youth Subcommittee of the Interagency Advisory Committee on Apprenticeship members.

Definitions

“Subcommittee” hereinafter shall mean the Homeless and Foster Youth Subcommittee of the Interagency Advisory Committee on Apprenticeship.

“Charter” hereinafter shall mean this Charter of the Homeless and Foster Youth Subcommittee of the Interagency Advisory Committee on Apprenticeship.

“Chair” or “Chairperson” hereinafter shall mean the Chairperson of the Homeless and Foster Youth of the Interagency Advisory Committee on Apprenticeship, as selected consistent with this Charter.

“Quorum” hereinafter shall be a Quorum of the Homeless and Foster Youth Subcommittee of the Interagency Advisory Committee on Apprenticeship as defined herein. A quorum shall be considered when more than 50% of committee members are present. If less than 50% are not present, there will be voting components until the next meeting when more than 50% members are present.

GOVERNANCE

Committee Establishment Date: October 24, 2022

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Charter Adopted: June 8, 2023

Committee Chair: Korena Downing Hazen, CDSS

Committee Public Meetings URL: https://www.dir.ca.gov/das/DAS_IACAMeetings.html

Supplemental Documents:

Assembly Bill 565 Interagency Advisory Committee on Apprenticeships: homeless youth and foster youth
https://leginfo.legislature.ca.gov/faces/billTextClient.xhtml?bill_id=202120220AB565

California Department of Social Services: Foster care <https://www.cdss.ca.gov/inforesources/foster-care>

Division of Apprenticeship Standards: <https://www.dir.ca.gov/das/das.html>