

CITY OF LONG BEACH

DEPARTMENT OF COMMUNITY DEVELOPMENT

C-9

333 WEST OCEAN BOULEVARD • LONG BEACH, CALIFORNIA 90802

August 3, 2004

HONORABLE MAYOR AND CITY COUNCIL
City of Long Beach
California

SUBJECT: Authorization to Execute Work Site Agreements With Various Entities
for a Youth Intern Program (Citywide)

DISCUSSION

The Workforce Development Bureau (Bureau) operates the Youth Opportunity Center (YOC) to provide a full range of employment and education services to young people, ages 14-24, who face barriers to successful transition into the world of work. Services are funded by Workforce Investment Act funds and several other grants. Facing the ongoing challenge of reduced grant funding for youth services, the Bureau and the Greater Long Beach Workforce Development Board's Youth Council (Youth Council) have worked to maintain capacity for youth in need of assistance from the Bureau. Significant and meaningful work experiences that prepare youth for future work situations remain key to youth success in the workplace.

With the launch of its "Inspired Interns" Program (Program), the Bureau has built on its successful School-to-Career Internship model to create a year-round strategy to maintain meaningful work experience opportunities for youth. Past internships through the YOC have focused on ten elective school credits for youth enrolled in the Long Beach Unified School District, and modest stipends for successful completion of the internship. The Program is targeting upwards of 500 internships at local businesses, non-profits, and government agencies this summer, fall, and into next spring. The YOC selects the participating youth, ages 14-24, and ensures attendance at a weeklong work readiness training prior to placement. Staff also facilitate a weekly job coaching class to help youth apply lessons learned during the internship. Work sites agree to host and train the youth anywhere between 15 and 30 hours per week, over a 6- to 8-week period, depending on the time of year and school circumstances.

The Youth Council, the Bureau, the Industry Education Council of LB, and the Mayor's Office have teamed up to market this youth strategy to local businesses and other organizations as an excellent opportunity to help a young person start her or his working life in the right direction. Businesses and other organizations are being asked to sponsor youth by hosting at least one intern at their business location over the course of the year, and by making a tax-deductible financial contribution to cover the work readiness training and the cost of providing a nominal stipend to the youth upon

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successful completion of the internship. The approximate cost for each youth participating in the Program is \$500.

To that end, the Program was informally launched at the Chamber's 2004 Business Outlook Conference, and marketing is now well underway through direct mail outreach to all Long Beach Business License holders, through the City in the utility bill WAVE Newsletter, and through other targeted means. Staff is also looking for targeted grant opportunities to provide seed funding for this important initiative. As local businesses and other organizations agree to become sponsors of the youth interns, it is necessary to execute non-financial work site agreements with each sponsor or worksite accessed by youth. A sample work site agreement is attached as Exhibit "A."

This letter was reviewed by Deputy City Attorney Everett L. Glenn on July 15, 2004, and David Wodynski, Budget Management Officer, on July 21, 2004.

TIMING CONSIDERATIONS

City Council action is requested on August 3, 2004 to facilitate processing of required agreements.

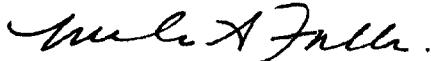
FISCAL IMPACT

Stipends will be paid to youth from contributions received through the business outreach campaign and any resulting grant funds received for the purposes of this Program.

IT IS RECOMMENDED THAT THE CITY COUNCIL:

Authorize the City Manager, or his designee, to execute Work Site Agreements, as needed, using the sample Agreement attached as Exhibit "A."

Respectfully submitted,



MELANIE S. FALLON
DIRECTOR OF COMMUNITY DEVELOPMENT

MSF:ROW:BSR:sg
Intern Program Agreement

APPROVED:



GERALD R. MILLER
CITY MANAGER

Attachment: Exhibit A – Sample Work Site Agreement