



## WORKFORCE DEVELOPMENT BOARD OF VENTURA COUNTY

### YOUTH COUNCIL MEETING

Wednesday, January 6, 2016  
3:00 p.m. - 4:30 p.m.

Human Services Agency (Pepper Tree Room)  
855 Partridge Drive, Ventura, CA

### AGENDA

3:00 p.m.	<b>1.0 Call to Order and Agenda Review</b>	Tony Skinner
3:05 p.m.	<b>2.0 Public Comments</b> Procedure: The public is welcome to comment. All comments not related to items on the agenda may be made at the beginning of the meeting only.	Tony Skinner
3:10 p.m.	<b>3.0 Approval of Minutes:</b> October 7, 2015	Tony Skinner
3:15 p.m.	<b>4.0 Update on WIOA Implementation</b>	Cheryl Moore
3:25 p.m.	<b>5.0 Youth Programs Update</b> <ul style="list-style-type: none"><li>• Policy on Work Experience</li><li>• Youth Service Contracts for 2016-2017</li></ul>	Richard McNeal
3:40 p.m.	<b>6.0 Action Item</b> Recommendation to Approve 2015-2016 Performance Criteria for Workforce Innovation and Opportunity Act (WIOA) Youth Program Provider Contract Renewal	Richard McNeal
3:50 p.m.	<b>7.0 The T.A.Y. Wellness &amp; Recovery Center Program</b>	Robert Chavez
4:20 p.m.	<b>8.0 Council Member Comments</b>	Council Members
4:30 p.m.	<b>9.0 Adjournment</b>	Tony Skinner

#### Next Meeting

February 3, 2016 (3:00 p.m.– 4:30 p.m.)  
Human Services Agency (Pepper Tree Room)  
855 Partridge Drive, Ventura, CA 93003

Individuals who require accommodations for their disabilities (including interpreters and alternate formats) are requested to contact the Workforce Development Board of Ventura County staff at (805) 477-5306, at least five days prior to the meeting. TTY line: 1-800-735-2922.

For information about the Workforce Development Board of Ventura County go to [workforceventuracounty.org](http://workforceventuracounty.org)



**WDB Youth Council**  
**October 7, 2015**

**MINUTES**

**Meeting Attendees**

Council Members

Tony Skinner\* (Chair)  
Mary Benton  
Kathy Harner\*  
Linda Fisher-Helton  
Juan Mercado  
Tiffany Morse  
Bernardo M. Perez\*  
Roger Rice\*  
Archie Scott  
Leslie Webster

*\*WDB Members*

WDB Staff

Patricia Duffy  
Richard McNeal  
Dez Robite  
Theresa Vital

Guests

Nancy Ambriz (HSA/CSD)  
Charles Bloomquist (PathPoint)  
Karen Bluffer (theAgency)  
Mariana Cazares (BGCOP)  
Sheri Long ((Vista Real Charter High School)  
Rosa Lopez (John Muir Charter School)  
Vivian Pettit (HSA/CSD)  
James Rose (Oxnard Union High School)  
Deana Schubert (Vista Real Charter High School)  
Ed Summers (Civic Alliance)  
Steve Thompson (Ventura Adult and Continuing Education)  
Kim Whitaker (PathPoint)  
Omar Zapata (Boys and Girls Clubs of Greater Oxnard and Port Hueneme)

**1.0 Call to Order and Agenda Review**

Tony Skinner called the meeting to order at 3:10 p.m. No changes were made to the agenda.

**2.0 Public Comments**

There were no comments.

**3.0 Approval of the Minutes of September 2, 2015**

Motion to approve: Bernardo M. Perez  
Second: Mary Benton  
Motion carried unanimously

**4.0 Update on Career Pathways**

Jim Rose and Tiffany Morse updated the Council on the progress of the Career Pathways Trust grants allotted to Ventura County. The purpose of the four grants, which now encompass 55 schools from middle schools through high schools (including alternative schools), is to transform the system so that 221 identified career pathways will be sustainable in the future. Sequenced curricula emphasize early career exploration in middle school that leads to a choice of a major in high school and, ultimately, a related (community) college experience. Robust collaborations across the Ventura County region will prepare students for the 21<sup>st</sup>-century workplace and improve student transitions. Attaining this goal means revising curricula across educational levels and forging articulation agreements with the community colleges. Whether the main emphasis is on academic academies (as with the Oxnard High School District) or with career pathways (as with VC Innovates), the common objective is to integrate academic and career technical education and to promote this integration as an academic model.

An example of this approach is the new Rancho Campana High School, in which engineering, entertainment/arts and health science have been incorporated as academies on the basis of known/established workforce needs. Other examples are the joint effort of the grantees to roll out the *Get Focused, Stay Focused* curriculum to high school freshmen and to propagate the Naviance career exploration tool. About one-sixth of enrolled students are currently participating in pathways or career academies; and ultimately about one-third of students will be accommodated in these programs because of funding limits.

Two major problems have appeared: (1) the lack of parental involvement, particularly from high school on and (2) internal scheduling difficulties due to the integration of different kinds of classes. A marketing campaign, one also involving the elementary schools, will help the public to understand this educational direction and the need to transition middle and high school programs to emphasize high-skill, high-paying careers and the curricula leading to these jobs. The grantees have also developed a protocol to minimize the number of employer contacts.

## **5.0 WIOA Youth Work Experience Requirements: Discussion**

After stating the requirement for a formal Policy on Youth Work Experience, Mr. McNeal asked the three current providers of youth services how they handled work experience. After brief comments, it quickly became apparent that this topic should be aired at greater length in a meeting of the providers themselves and that the substance of such a meeting and any recommendations stemming from it should be brought back to the Council in November for further consideration. Action on the pending Policy was therefore tabled.

## **6.0 Considerations for the new WIOA Youth RFP**

Richard McNeal announced that part of the next meeting would be devoted to discussion of the terms of the upcoming new RFP for Youth services for 2016-2019. This RFP will largely follow the content and format of the last RFP, with additions and changes mandated by WIOA. Council members asked to receive, prior to the next meeting, a copy of the Youth RFP for 2013.

## **7.0 Council Member Comments**

There were no comments.

## **8.0 Adjournment**

Tony Skinner adjourned the meeting at 4.40 p.m.

### Next Meeting

November 4, 2015 (3:00 p.m.-4:30 p.m.)  
Human Services Agency (Pepper Tree Room)  
855 Partridge Drive, Ventura, CA



# WIOA IMPLEMENTATION UPDATE

WDB Youth Council

January 6, 2016



## WIOA TRANSITION TIMELINE\*

### 2015

- |                 |  |
|-----------------|--|
| <b>April 16</b> | <b>DOL/DOE/HHS publishes draft federal regulations</b>   |
| <b>June</b>     | <b>California WDB notifies Chief Elected Official of local board 2015-2017 designation and 2015-2016 certification</b> |
| <b>July 1</b>   | <b>WIOA implementation begins</b>  |
| <b>Dec. 1</b>   | <b>California WDB Executive Committee approves regional workforce area designations in California</b>                  |
| <b>Dec. 3</b>   | <b>California WDB releases draft state plan (public comment period until Jan. 15)</b>                                  |

*\* Federal and state timelines and deliverables subject to change*



## WIOA TRANSITION TIMELINE\*

### 2016

- Mar. 3** California WDB submits final California state plan to DOL/ETA for approval
- Mar. 30** Local WDB submits application for CWDB approval of local board recertification for 2016-2018
- Spring** DOL/DOE/HHS releases Final Rule for WIOA implementation; California releases plan guidelines
- July 1** Local WDB complies with new WIOA performance and fiscal measures

### 2017

- March 15** WDB submits local and regional plans for California WDB approval

*\* Federal and state timelines and deliverables subject to change*



# LOCAL BOARD RECERTIFICATION

## ✓ **Assurances of Compliance**

## ✓ **Criteria**

- **Board membership (March 2016)**
- **Performance accountability (2013-2015)**
- **Fiscal integrity (2013-2015)**
- **Substantial progress on WIOA implementation**

**Application Due March 30**



**DRAFT**

## WDB COMPOSITION

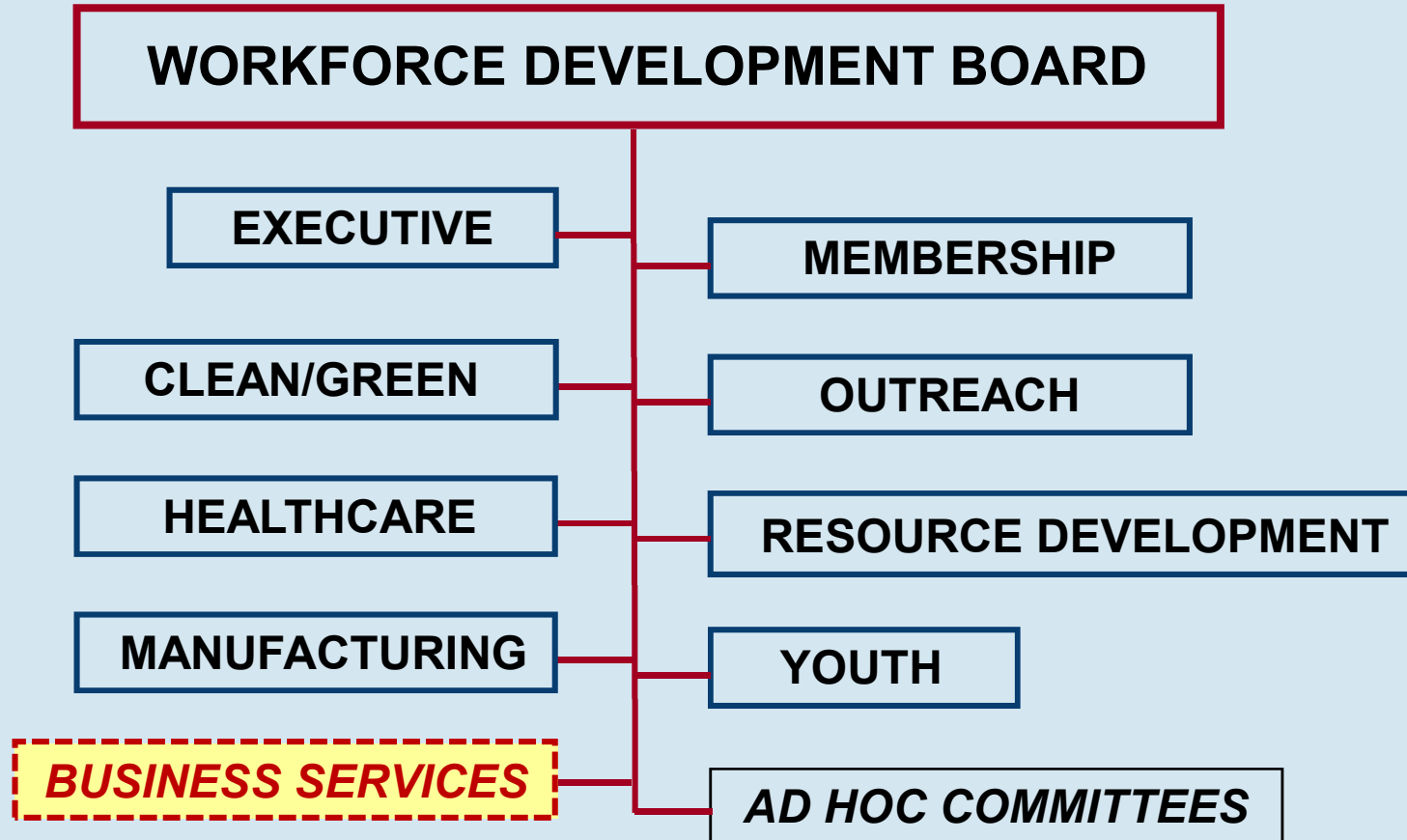
	WIOA Minimum	Maintain Current Board (35)
1. Business (50%+1)	10	21
2. Workforce (20%)	4	8
3. Education and Training	2	4
4. Governmental and Economic and Community Development	3	8
5. Additional Members	0	0
	<hr/>	<hr/>
	19	41





**DRAFT**

## WDB STRUCTURE



Executive Committee: WDB Chair, WDB Vice Chair, Immediate Past WDB Chair, and Committee Chairs



# REGIONAL PLANNING

## WIOA Regional Planning Units

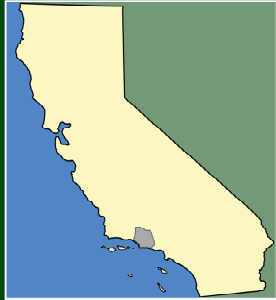


Cartography By:  
Labor Market Information Division  
California Employment Development Department  
July 2015

File: C073






# REGIONAL DATA




## Regional Economic Analysis Profile

Ventura County Economic Sub-Market  
July 2015



The EDD is an equal opportunity employer/program. Auxiliary aids and services are available upon request to individuals with disabilities. Requests for services, aids, and/or alternate formats need to be made by calling (916) 262-2162 (voice). TTY users, please call the California Relay Service at 711.





## **Required AJCC Partners**

- **WIOA Title I (WIOA)**
- **WIOA Title II (Adult Education)**
- **WIOA Title III (Wagner/Peyser)**
- **WIOA Title IV (Voc. Rehab.)**
- **Perkins CTE (Cmty. College)**
- **Title V (Older Americans)**
- **Native Americans**
- **Migrant/Seasonal Farmworkers**
- **Veterans**
- **Trade Adjustmt. Act/NAFTA**
- **Community Dev. Block Grants**
- **Housing & Urban Developmt.**
- **Unemployment Compensa.**
- **TANF/CalWORKs)**
- **Second Chance**
- **Job Corp**
- **Youth Build**



# YOUTH REQUIREMENTS

- **Use of WIOA youth funds**
  - Minimum of 75% for out-of-school youth
  - Minimum of 20% for work experience
- **Youth served**
  - Out-of-school youth: ages 16-24; not attending school, and meeting one or more additional conditions
  - In-school youth: ages 14-21; attending school, low income, and meeting one or more additional conditions
- **High-quality services** including career exploration and guidance; education and support; skills training for in-demand occupations; good job in career pathway or post-secondary education
- **Five new program elements**: financial literacy; entrepreneurial skills; labor market information; transition to postsecondary education and training; education/training in occupations/clusters



**PY 2016-18 LOCAL BOARD RECERTIFICATION IN CALIFORNIA**  
Workforce Innovation and Opportunity Act

**SUMMARY OF CRITERIA**

*Application Due: March 30, 2016*

**The State Board will recommend to the Governor, recertification of a local board if it:**

- **Assures compliance** with the following for PYs 2016-18:
  1. *Uniform administrative* cost principles and administrative/audit requirements
  2. *Financial reporting* per federal and State regulations/guidance.
  3. *Fund expenditures* per laws/regulations/guidance
  4. *Selection of AJCC operator(s)* with CEO agreement/competitive process
  5. *CalJOBS data specifics* to meet all reporting requirements/deadlines
  6. *WIOA nondiscrimination provisions* and collection of necessary data
  7. *State Board* policies/guidelines/legislative mandates/special provisions
  8. *Priority of service* (veterans/public assistance/low-income/basic skills deficient)
  9. *Ethics training* for local members every two years
  10. *WIOA conflict of interest* provisions
- **Meets criteria** for the following:
  1. ***Membership provisions*** met by March 31, 2016
  2. ***Performance accountability*** at 80% on 8 of 9 measures for PYs 2013-15
  3. ***Sustained fiscal integrity*** met with no violations during PYs 2013-15
  4. ***WIOA implementation*** met/demonstrated substantial progress for
    - a. Customer system design improvements (services, strategies, etc.)
    - b. Youth service requirements (new)
    - c. AJCC operator procurement or waiver granted
    - d. AJCC career service provider procurement or waiver granted
    - e. Uniform Guidance requirement adherence
    - f. MOUs negotiated and established with local partners.
    - g. Sector initiative coordination/development in high demand industries
    - h. Career pathway coordination/development in high demand industries
    - i. AJCC brand adoption, implementation, and promotion



## WORKFORCE DEVELOPMENT BOARD OF VENTURA COUNTY

### **Role**

The Workforce Development Board of Ventura County (WDB) is a public board of leaders from business, labor, education, economic development, government, and community-based organizations, who are appointed by the Ventura County Board of Supervisors to:

- Administer federal Workforce Innovation and Opportunity Act (WIOA) funds.
- Provide oversight for workforce development programs and services to benefit job seekers, workers, youth, and employers in Ventura County.
- Facilitate regional collaboration, alignment, and leveraging of private/public resources to support the workforce needs of employers in Ventura County.

### **Vision**

The Ventura County region will have a high quality, appropriately-skilled workforce that is ready and able to support the changing business needs of employers in a dynamic, competitive, global economic environment. The regional workforce strategy will include ongoing skills attainment that is supportive of regional growth industry sectors and clusters and enabled by a braided, leveraged workforce system that addresses business-driven demands and worker needs for well-paid, steady employment.

### **2013-2017 Goals**

- **Business**: Meet the workforce needs of high-demand industry sectors in the Ventura County regional economy.
- **Job Seeker**: Increase the number of adults in the Ventura County region who obtain a marketable and industry-recognized credential or degree and are placed in a related sector job. Focus WIOA programs on unemployed, underemployed, low-skilled, low-income, veterans, individuals with disabilities, and other at-risk populations.
- **Youth**: Increase the number of youth in the Ventura County region who graduate prepared for post-secondary vocational training, further education, and/or a career. Focus WIOA programs on out-of-school youth.
- **Systems**: Support workforce development system alignment, service integration and continuous improvement in the Ventura County region.

### **Commitment**

Working in partnership with other regional leaders, the WDB is committed to serving as a convener, workforce analyst, broker, facilitator, and unifying community voice in advancing the achievement of the *Ventura County Regional Strategic Workforce Development Plan 2013-2017* for the benefit of the Ventura County region and the people of California.

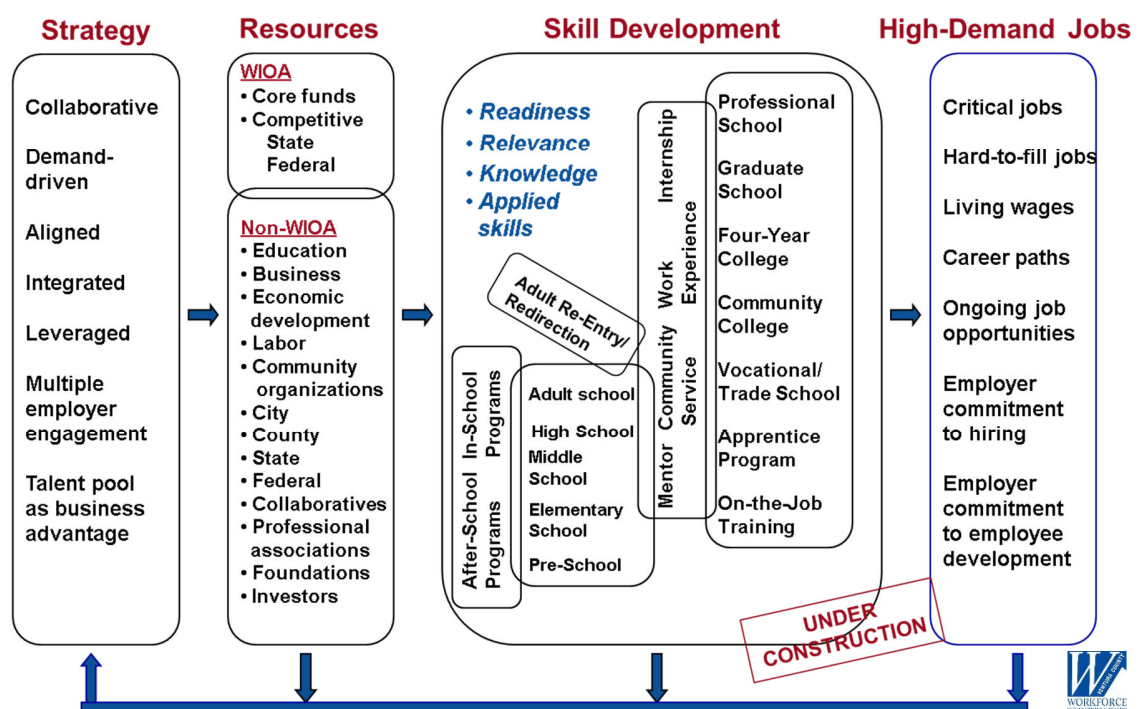


## WORKFORCE DEVELOPMENT BOARD OF VENTURA COUNTY

### Workforce Development Board at Work

- Executive Committee
- Clean/Green Committee
- Healthcare Committee
- Manufacturing Committee
- Membership Committee
- Outreach Committee
- Resource Development Committee
- Youth Council

## BUILDING A COMPETITIVE WORKFORCE PIPELINE IN VENTURA COUNTY



### WIOA Programs and Services

- Adult, dislocated worker, and youth support: job preparation and training, searches, transitions
- Employer support: recruitment and training, business transitions, business consulting
- American Job Center: in-person assisted services for job seekers and employers at locations in Oxnard and Simi Valley
- American Job Center: on-line resources for job seekers and employers at [www.CalJOBS.org](http://www.CalJOBS.org)
- Other Ventura County workforce development resource connections
  - Regional information and services for employers: [www.venturacountygrowsbusiness.com](http://www.venturacountygrowsbusiness.com)
  - Ventura County youth career awareness and preparation: [www.vcjobswithafuture.org](http://www.vcjobswithafuture.org)
  - Workforce Development Board: (805) 477-5306; [www.workforceventuracounty.org](http://www.workforceventuracounty.org)





## **WDB COMMITTEE 2-YEAR PLAN GUIDELINES** **Workforce Development Board of Ventura County** **2016-2018**

### **Goal**

Facilitate collaboration among partners in business, economic development, education, labor, government, and community-based organizations to develop a diverse pipeline of skilled local workers to fill industry sector positions in the Ventura County region.

### **Components of Plan**

- 1. Engage** Engage a diverse core team of Ventura County employers, agencies and organizations to facilitate industry sector collaboration for regional workforce development.
- 2. Analyze Data** Seek local employer feedback regarding labor market data as it relates to regional industry sector workforce needs.
- 3. Take Inventory** Inventory regional education/training available to address local industry sector workforce development needs. Examples:
  - Industry-recognized certificates
  - National certificates
  - Stackable credentials
  - Apprenticeships
  - Internships
  - Externships
  - On-the-job training
  - Career awareness/outreach
  - Career pathways
  - Regional Occupational Programs
  - Adult education
  - Community colleges
  - Universities
  - Trades
  - Community organizations
- 4. Identify Gaps** Analyze the gaps between education/training available and regional industry sector workforce needs.
- 5. Determine Priorities** Determine priorities for closing the gaps between education/training available and regional industry sector workforce needs.
- 6. Take Action** Develop and implement “do-able” action plans to close the gaps.
- 7. Monitor Progress** Review progress and make updates to the Committee 2-Year Plan as needed. Report on accomplishments and insights for the annual Workforce Development Board Year-End Review.

**WORKFORCE DEVELOPMENT BOARD OF VENTURA COUNTY (WDB)**  
**LOCAL POLICY BULLETIN #2015-16: Policy on Youth Work Experience**

Effective date: July 1, 2015

**SUBJECT:** Policy on Youth Work Experience

**PURPOSE:** The Board must establish local policy and procedures for youth work experience no later than January 1, 2016, to cover (1) the duration of the work experience assignment, (2) the limitations on the number of hours and (3) appropriate incentives and stipends, including limitations on the types and dollar amount. Note that the third of these items is already covered by the existing Local Policy Bulletin #2015-06: Policy on Incentives for Youth Programs (effective July 1, 2015; original effective date: February 10, 2012).

**REFERENCE:** Workforce Services Directive WSD15-03, from California's Employment Development Department (*WIOA Youth Program Requirements*)

**POLICY:** Local areas must spend at least 20 percent of their WIOA youth formula allocation on work experience (WIOA Section 129[c][4]). The work experience expenditure rate is calculated after subtracting funds spent on administrative costs. Additionally, the expenditure rate is not applied separately for IS and OS youth.

For example:

Total Youth Formula Allocation	Administrative Costs of the Grantee	Total Youth Program Expenditures	Total 20% Work Experience Requirement
\$1,000,000	\$100,000 (10%)	\$900,000	\$180,000

The 20% figure can include (1) educational expenses needed to prepare the clients for particular jobs and (2) the wages and staffing costs for the development and management of work experience.

The duration of the work experience assignment and any limitation of the number of hours depend, in the first instance, on the amount of funds available to each provider. Ordinarily, work experience, whether for IS or OS youth, will be in the form of a paid internship lasting no more than 125 hours for any one participant (exceptions may be granted on an individual basis); and the wage will be the California minimum prevailing at the time the participant starts work. OS youth may be issued an ITA, and the terms of the ITA will prevail. The assignment must be completed before the participant exits the program.

**INQUIRIES:** The WDB administrative staff in charge of contracts for youth services, which can be reached at 805-477-5306, will answer questions regarding this policy.

# **WDB-VC EVALUATION PROCESS PROGRAM YEAR 2015-2016 YOUTH**

## **WIB BYLAWS (August 2013) & COMMITTEE ROLE**

Youth Council: “Originate and recommend approval of all contracts for youth services and evaluate the subsequent management of those contracts.”

Purpose: Establish criteria for (1) successful WIOA outcomes and (2) consideration of contract renewal contract

## **SCOPE**

Evaluation and reporting for PY 2015-2016 for WIOA Youth contracts:

- The Boys and Girls Clubs of Greater Oxnard and Port Hueneme
- PathPoint
- Ventura Adult and Continuing Education

## **CONSIDERATIONS**

- Enrollments (new and carry-in): Meet a minimum of 75% of total new enrollments by the May meeting of the Youth Council
- Monitoring/audits: Resolve all audit and monitoring findings by May
- Common Measures:
  - (1) All outcomes meet WDB “working goals” or State-approved WDB goals by the May 2016 meeting of the Youth Council.
  - (2) All outcomes meet WDB-approved 80% success rate by the May 2016 meeting of the Youth Council.
- Expenditures/cost per participant: “The total contract amount is subject to timely spending of the funds; unused funds may be rescinded if invoices indicate that the rate of expenditure could result in significant under-expenditure of the grant by June 30, 2016.”

## **PROCESS**

- Quarterly reporting
- Presentations
- Contract renewal
- Request for proposals, if appropriate

## MISSION STATEMENT

The TAY Tunnel empowers individuals to take an active role in creating positive lifestyle changes within a supportive, safe and understanding environment. By creating stepping stones to independent living, we can all light the path to happier and healthier lives.

## CORE VALUES

**Self-Determined:** Member peers exercise choice over, determine and control their own paths of recovery.

**Peer-Supported:** Mutual support for/from members, including sharing of social learning and experiential knowledge and skills

**Strengths-Based:** Recovery focuses on valuing and building on the multiple capacities, resiliencies, talents, coping abilities and inherent worth of clients.

**Hope-Focused:** Recovery provides an essential and motivating message of a better future.

**Responsibility-Capable:** Peers have personal accountability for their self-care and journeys of recovery

**Holistic:** Recovery encompasses the individual's entire life, including mind, body, spirit and community.

# TAY TUNNEL

(Transitional Age Youth)

## VENTURA DIVISION

### Location

141 West Fifth Street, Suite D  
Oxnard, CA 93030  
(805) 240-2538

### Hours

Monday - Friday: 9:00 a.m. - 5:30 p.m.  
Saturday: 10:00 a.m. - 3:00 p.m.

**WE WELCOME YOUR CALLS AND  
LOOK FORWARD TO YOUR VISIT.**



Pacific Clinics  
ADVANCING BEHAVIORAL HEALTHCARE

[www.facebook.com/TayTunnel](https://www.facebook.com/TayTunnel)  
[www.pacificclinics.org](http://www.pacificclinics.org)

*There is a light at the  
end of every tunnel!*

# TAY TUNNEL

(Transitional Age Youth)

## VENTURA DIVISION

A one-stop center just for you!

**WALK-INS WELCOME!**



# TRANSITIONAL AGE YOUTH (TAY)

## VENTURA DIVISION

### **"Who are TAY?" you might ask.**

We are Transitional Age Youth, 18-25 years of age, recovering from mental illness or co-occurring mental illness and substance abuse. Our members can find a place to continue their wellness journey in the company of caring and encouraging staff and peers.



*Pacific Clinics encourages persons with disabilities to participate in its programs and activities. If you require any type of special accommodations or have questions about the physical access provided, please contact the program director/office noted in this brochure in advance of your participation or visit.*

## PEER CENTER COMPONENTS

- Developed and run by and for peer members
- Self-help groups include job preparation and employment readiness, computer skills, substance awareness, housing opportunities, yoga, recreational outings and more...
- Links for evaluation and support
- Housing and benefits specialists
- Community partners/resources on site

## FUNDING

Funding for TAY Tunnel comes, in part, from the Ventura County Department of Behavioral Health through the California Mental Health Service Act.



## ACTIVITIES AND FEATURES

We have air hockey, ping pong, drums, cooking classes, B-games, arts & crafts, exercise equipment and books as well as lockers, showers, laundry room and a meditation quiet room.

# About Us

Pacific Clinics, a private, non-profit behavioral healthcare agency, has been providing mental health services to individuals and families since 1926. Today the Clinics has 75 locations in the counties of Los Angeles, Orange, San Bernardino, Riverside and Ventura, serving children, youth, adults, older adults and the homeless.

# January 2016

T.A.Y Tunnel

(Transitional Age Youth)

Hours: Mon.-Fri. 9-5:30 Sat 10-3



141 W. Fifth St. Ste. D

805-240-2538

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
<b>**Please note schedule may change. We appreciate your flexibility. Please feel free to call ahead.</b>				<b>Center* Closed</b>  New Year's Holidays*	<b>Center* Closed</b> 
<b>4</b> 9 Plan your Day 10-11 Life Skills 11-12 Creative Expression 1-2 Productive Hour 2-3 WRAP 3-4 Physical Wellness 4-5 Job Readiness	<b>5</b> 9 Plan your Day 9:30 Walk 10-11 Job Readiness 11-12 Nutritional Health 1-2 Creative Expression 3-4 WRAP 4-5 Music Appreciation	<b>6</b> 9 Plan your Day 10-11 Life Skills 11-12 Creative Expression 1-2 Job Readiness 3-4:30 TAY WRAP (4)	<b>7</b> 9 Plan your Day 9:30 Walk 10-11 Job Readiness 11-12 WRAP 1-2 Creative Expression 3-4 Substance Awareness 4-5 Life Skills	<b>8</b> 9 Plan your Day 10-11 Creative Expression 12-1 TAY Council 12:45 Food Pantry 1-2 Job Readiness 3-4:30 TAY WRAP (8) 4:30-5:30 Positive Interaction	<b>9</b> <b>10-2:45</b> 10-11 Productive Hour 11-12 Creative Expression 12-1 Nutritional Health 1-2 Music Appreciation 2-2:45 Positive Interaction
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<b>18</b> <b>Center Closed</b> <b>Martin Luther King Day</b>	<b>19</b> 9 Plan your Day 9:30 Walk 10-11 Job Readiness 11-12 Nutritional Health 1-2 Creative Expression 3-4 WRAP 4-5 Music Appreciation	<b>20</b> 9 Plan your Day 10-11 Life Skills 11-12 Creative Expression 1-2:30 Career Club 1-2 Productive Hour 3-4:30 TAY WRAP (6)	<b>21</b> 9 Plan your Day 9:30 Walk 10-11 Job Readiness 11-12 WRAP 1-2 Creative Expression 3-4 Substance Awareness 4-5 Life Skills	<b>22</b> <b>9-12 Center Closed</b> <b>Staff Meeting</b> 12:45 Food Pantry 1-2:30 Career Club 1-2 Productive Hour 3-4:30 TAY WRAP (2) 4:30-5:30 Positive Interaction	<b>23</b> <b>10-2:45</b> 10-11 Productive Hour 11-12 Creative Expression 12-1 Nutritional Health 1-2 Music Appreciation 2-2:45 Positive Interaction
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# January 2016

T.A.Y Tunnel  
(Transitional Age Youth)  
Hours: Mon.-Fri. 9-5:30 Sat 10-3



141 W. Fifth St. Ste. D  
805-240-2538

## Center Events

**TAY closed:** 1<sup>st</sup> thru 3<sup>rd</sup> New Year's Holidays, 12<sup>th</sup> Staff Training, 18<sup>th</sup> Closed Martin Luther King, and 22<sup>nd</sup> Staff Meeting

**TAY Events:** 13<sup>th</sup> & 15<sup>th</sup> Open House Career Club

**TAY Parent Network Project:** make an appointment

**TAY Council:** Members and staff discuss concerns, events, and even suggestions to improve TAY services.

## Community Partner Meetings

**VCBH Orientation:** TAY Staff provides an orientation on Ventura County Behavioral Health services for TAY. Orientation takes place every 1<sup>st</sup> Thursday at 1:00pm.

**One Stop:** Every Wednesday 10:00am – 11:30am you can attend One Stop at Community Action in Oxnard. Members are welcome to make an appointment staff can assist to access One Stop resources.

## Class Descriptions

**Plan Your Day:** Members are encouraged to plan appointments and tasks to accomplish during this time.

**Walk:** Participants are accompanied by staff in a morning walk to provide peer support.

**WRAP:** During this class individuals develop their own Wellness Recovery Action Plan.

**Living Wellness:** Participants examine local health resources and personal health management tools.

**Job Readiness:** Employment techniques and tools such as resume writing and interviewing are explored.

**Substance Awareness:** Participants openly discuss issues surrounding substance use, abuse and addiction.

**Life Skills:** Participants focus on developing social interaction and independent living skills.

**Physical Wellness:** Class members engage in outdoor and indoor physical activity.

**Creative Expression:** Members are encouraged to use various artistic mediums to express themselves.

**Positive Interaction:** Series of activities that promote positive social interaction.

**TAY WRAP (section):** An 8 session formal course in which members receive a certificate of completion from Pacific Clinics- TAY Tunnel. Course focuses on identifying strengths, triggers, and developing tools to maintain wellness.

**Music Appreciation:** Members analyze the impact music has on their feelings, their mood, and their behaviors.

**Problem Solving:** Group will assist one individual through a "problem solving" process

**Nutritional Health:** In class we will be learning the fundamentals of a healthy eating. This will include understanding the complexities of nutrition labels, calorie counting, separating fact vs. fiction, and researching diet patterns.

<https://www.facebook.com/TayTunnel>

**Career Club:** Members engage in peer support and learn about job readiness skills (Must be signed up to participate)

## Mission Statement

The TAY Tunnel empowers individuals to take an active role in creating positive lifestyle changes within a supportive, safe and understanding environment. By creating stepping stones to independent living, we can all light the path to a happier and healthier lives.

# CAREER CLUB ORIENTATION



Career Club – helps young Adults who are currently seeking employment and developing the necessary job skills to build a career path for their future. Gain valuable experience on working on what it takes to find and keep a job, how to write a resume and cover letter, interview etiquette and much more. Enjoy being part of something and develop a sense of empowerment – *"The mind is everything. What you think, you become" ~ Buddha*

**Date:** Week of Jan. 13<sup>th</sup> and 15<sup>th</sup>

**Times:** 1:00pm – 2:00 pm

**Venue:** Pacific Clinics TAY Tunnel

141 West Fifth Street

Oxnard , Ca 93030

*For more information please contact:*

*Career Club Coach*

*Robert Chavez*

*Phone: (805) 240 – 2538*

[robchavez@pacificclinics.org](mailto:robchavez@pacificclinics.org)

**ARE YOU LOOKING  
FOR A JOB?**

**NEED HELP WITH  
Cover Letters**

**Interview Preparation**

*Knowing your job skills*

**Resume Writing**

**Keeping a Job**

**Employer Expectations**

**Finding a Job**





***Your personal WRAP plan  
gives you the power to  
take charge of your life!***

- It is a short course you can do one-on-one or in a group
- You will create the plan that is right for you and take it with you
- You will earn a certificate of completion
- You may have the chance to become a WRAP leader for others

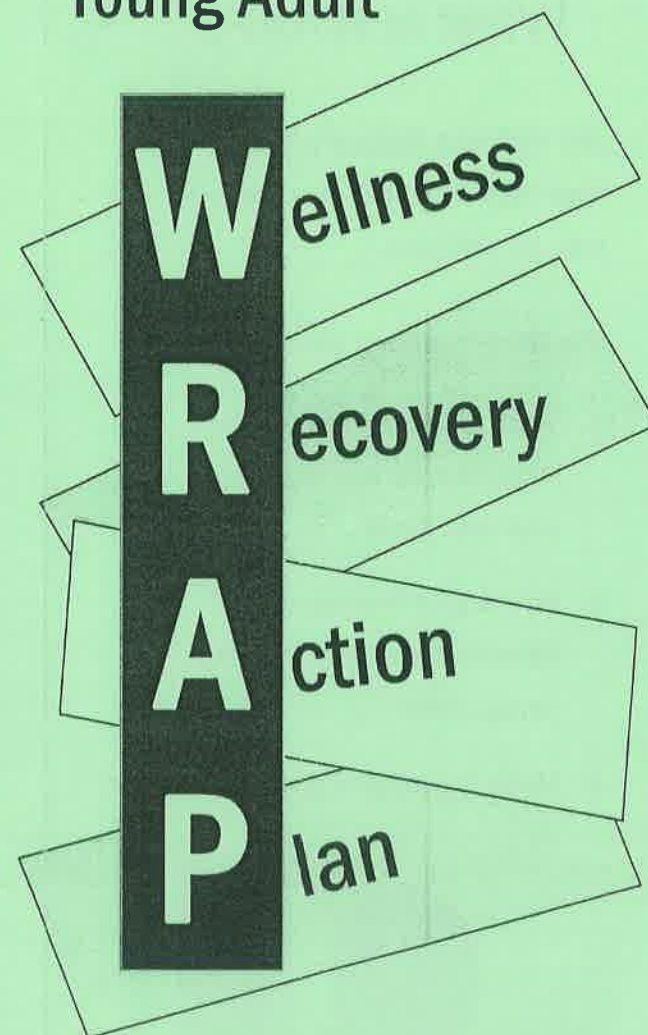


**Pacific Clinics**  
ADVANCING BEHAVIORAL HEALTHCARE

**Pacific Clinics  
Young Adult WRAP**

**Pacific Clinics**

**Young Adult**



*Unwrap the gift of  
happiness by learning to  
take better care of yourself!*



## *What is WRAP?*

The Wellness Recovery Action Plan (WRAP) is your own creative plan for wellness.

The WRAP program gives you:

1. Ways to take better care of yourself and help you meet your own goals.
2. Notice your feelings and behaviors and learn how to handle them.
3. Make the most of your life.



## **WILL WRAP BE**

### **GOOD FOR ME?**

Take this quiz to see if WRAP is good for you.

Do you...

- ☐ Feel stressed out?
- ☐ Feel tired or burned out?
- ☐ Sleep less or more than usual?
- ☐ Feel nervous or anxious?
- ☐ Feel depressed?
- ☐ Lose interest in schoolwork or other activities?

Do you want to:

- ☐ Improve yourself and be more independent?
- ☐ Develop more positive friendships?
- ☐ Make safer choices?

**TAKE THE FIRST STEP  
TOWARD REACHING YOUR  
GOALS AND DREAMS.**

**TELL YOUR STAFF YOU  
WANT TO START WRAP.**



**Pacific Clinics  
Young Adult  
WRAP Program**

**ASK YOUR THERAPIST OR CASE MANAGER  
ABOUT YOUR WRAP PLAN TODAY!**