

Workforce Development Board (WDB) of Contra Costa County Youth Committee Charter

Charter Element	Charter Agreement Information
Business Objective	The primary objective of the WDB Youth Committee is to increase the number of youth and young adults aged 16-24 who are well-prepared for post-secondary vocational training, further education, and/or a career, with an emphasis on serving the most vulnerable and underserved populations, as well as those from low-income communities.
Case for Action	The WDBCCC's vision is to support a network that fosters dynamic education systems, high-performing businesses, and a thriving local economy with an abundance of high-quality jobs and skilled workers to fill them. Our mission is to promote a workforce development system that meets the needs of businesses, job seekers, and workers, to support a strong and vibrant economy in Contra Costa County. As we advance our work toward realizing our vision, several key factors drive our work: • Good jobs in today's economy and labor market require workers to have a growing level of knowledge and skill to compete for them. • The employment gap is widening between those with higher levels of education and credentials and those who lack them. • Jobs are growing at both the high-skill and low-skill end of the labor market, while growth of "middle skill" jobs has been lagging; however, the retirement of baby boomers from the labor force will create openings in nearly every industry and occupation. • The emerging workforce does not have the education and skill sets needed to perform many of these jobs, as manifested by a continued lag in the educational attainment levels of young people (although beginning to show some signs of improvement, student preparedness for post-secondary education remains very low); and • The difference between supply and demand indicates that there is a "skills gap" between what most emerging workers have to offer and what businesses need, creating the urgency to develop and support new strategies that can better equip and train people for jobs in today's economy.
Requirements	The WDB Youth Committee will: • Work with partners to develop systems that effectively engage employers in career development and work-based learning opportunities for youth and young adults to learn about, explore, and prepare for careers. • Strengthening collaborations between the local workforce system and other programs and systems that seek to help youth with significant barriers to employment. • Develop and implement strategies to direct Workforce Innovation and Opportunity Act (WIOA) and other resources to serve youth and young adults most in need and support their success. • Collaborate with and support career-focused strategies at high schools and community colleges, particularly those aligned with WDB priority industry sectors. • Work with partners to increase opportunities for high school graduates, dropouts, and disconnected youth to transition into postsecondary education, training, and careers. - and • Work with Community Colleges, Apprenticeship Programs, Trade Schools, and others to offer more opportunities for disconnected youth to achieve success.
Boundaries / Guidelines	The Youth Committee advises and influences the direction and implementation of youth services strategies as outlined by the WDB Strategic Plan.
Team Membership	The Youth Committee brings together leaders from business, economic development, education, labor, community-based organizations, youth/young adults, and the public sector. The Youth Committee chair(s) are members of the WDB Executive Committee, and some members of the Youth Committee hold a seat on the Workforce Development Board. Other Youth Committee members are recruited and engaged to represent a particular perspective or constituency. The Youth Committee and the WDB work on behalf of the Contra Costa County Board of Supervisors and the businesses and residents of Contra Costa County. The WDB and the Youth Committee also draw upon the knowledge and expertise of other individuals and organizations that are not members of the WDB and occasionally form <i>Ad Hoc</i> committees to conduct specific activities.
Timing	The work of the Youth Committee is aligned with the timeline for the WDB's Strategic Plan.
Resources	The WDB and the Youth Committee provide and/or support convening and networking functions that draw together a broad spectrum of stakeholders that contribute to the health of the local economy and prepare residents for effective participation in the workforce. These include local and regional businesses, economic development experts and organizations, public agencies, education, labor, and community-based organizations.
Review Process	The Youth Committee monitors and reports its progress at regular committee meetings, the WDB Executive Committee, and full WDB member meetings as appropriate. Progress against the WDB Strategic Plan is reviewed at regular intervals, as determined by the WDB and any relevant governing authorities at the local, state, and/or federal levels.

Workforce Development Board (WDB) of Contra Costa County BED Committee Charter

Charter Element	Charter Agreement Information
Business Objective	The primary objective of the Business & Economic Development (BED) Committee is to meet the workforce needs of high-demand sectors of the local and regional economies.
Case for Action	As we advance our work toward realizing our vision for creating shared opportunity and economic prosperity, a number of key factors drive our work: • Good jobs in today's economy and labor market require workers to have a growing level of knowledge and skill in order to compete for them; • The employment gap is widening between those with higher levels of education and credentials and those who lack them; • Jobs are growing at both the high-skill and low-skill end of the labor market, while growth of "middle skill" jobs has been lagging; however, the retirement of baby boomers from the labor force will create openings in nearly every industry and occupation; • The incoming workforce does not have the education and skill-sets needed to perform many of these jobs, as manifested by a continued lag in the educational attainment levels of young people (although beginning to show some signs of improvement, student preparedness for post-secondary education remains very low); and • The difference between supply and demand indicates that there is a "skills gap" between what most workers have to offer and what businesses need, creating the urgency to develop and support new strategies that can better equip and train people for jobs in today's economy.
Requirements	The BED Committee will: • Analyze and understand trends in order to respond to business needs • Bring industry and education together to address workforce needs in priority sectors • Collaborate with industry and education partners to develop solutions for workers to acquire essential skills in high-growth, high-demand sectors • Work with WDB partners to develop an array of innovative workforce services supports • Support development and evolution of regional workforce and economic development networks to address workforce education and training priorities
Boundaries / Guidelines	The BED Committee advises and influences the direction and implementation of business services strategies as outlined the WDB 2021-2024 Strategic Plan, including playing an advisory role to the Contra Costa Small Business Development Center (SBDC).
Team Membership	The BED Committee brings together leaders from business, economic development, education, labor, community-based organizations, and the public sector. The BED Committee co-chairs are members of the WDB Executive Committee and all members of the BED Committee hold a seat on the Workforce Development Board. The BED Committee and the WDB work on behalf of the Contra Costa County Board of Supervisors and the businesses and residents of Contra Costa County. The WDB and the BED committee often draw upon the knowledge and expertise of other individuals and organizations that are not members of the WDB and occasionally form <i>Ad Hoc</i> committees to do work.
Timing	The work of the BED Committee is aligned with the timeline of the WDB's 2021-2024 Strategic Plan.
Resources	The WDB and the BED Committee provide and/or support convening and networking functions that draw together a wide spectrum of stakeholders that contribute to the health of the local economy and prepare residents for effective participation in the workforce. These include local and regional businesses, economic development experts and organizations, public agencies, education, labor, and community-based organizations.
Review Process	The WDB and the BED Committee provide and/or support convening and networking functions that draw together a wide spectrum of stakeholders that contribute to the health of the local economy and prepare residents for effective participation in the workforce. These include local and regional businesses, economic development experts and organizations, public agencies, education, labor, and community-based organizations.