


FROM	NAME & TITLE	Karen Sitnick, Director	CITY of BALTIMORE MEMO	
	AGENCY NAME & ADDRESS	Mayor's Office of Employment Development 417 E. Fayette Street, Suite 468		
	SUBJECT	City Council Bill 12-0022R – Automation of YouthWorks Registration		

TO The Honorable, Mr. President and Members of the City Council **DATE:** March 9, 2012
Room 400, City Hall

Introduction:

City Council Bill 12-022R calls on the Mayor and the Director of the Mayor's Office of Employment Development (MOED) to continue to build on the success of the YouthWorks program by automating the use of the Baltimore City Public School System's (BCPSS) data bases for program registration to ensure that all eligible youth have an equal opportunity to participate.

MOED supports the concept of utilizing technology and existing data sources to streamline the YouthWorks registration process. In fact, MOED has recently begun exploring an automated on line pre-registration system. This system will allow youth to pre-register online and receive an appointment date for certification to complete the registration process. MOED expects to have the system in place for the 2013 YouthWorks program.

MOED's research has revealed certain incongruities exist between BCPSS student data and the documentation MOED is required to collect under federal employment laws. Specifically, all newly-hired students must complete an I-9 Form in order to be legally authorized to work in the United States. As part of completing the I-9, students must present official documents to establish their identity, citizenship, and employment authorization. In order to meet this requirement, YouthWorks students must provide their social security number and birth certificate. Unfortunately, neither of these documents is collected nor stored by BCPSS, which uses a unique coding system to identify students. However, there is great potential for partnering with BCPSS to create a registration system that reduces redundancy and leverages existing data. MOED is committed to work with BCPSS to identify the most effective avenues for promoting an enhanced registration process. Additionally, MOED encourages BCPSS personnel, including counselors, teachers and administrators, to assist each student in securing mandatory documents for employment early in the school year in order to have these documents in time for the registration process.

It should also be noted that an automated, streamlined registration process will benefit another important population served by the YouthWorks program – our City's out-of-school youth. YouthWorks has proven to be a powerful strategy for re-engaging these young people in productive academic and career activities. Community groups working with this population will continue to be active partners in the YouthWorks registration process.

F

KS/va

