


<b>FROM</b>	NAME & TITLE	Karen Sitnick, Director, <i>KS</i>	CITY of BALTIMORE  <b>MEMO</b>	
	AGENCY NAME & ADDRESS	Mayor's Office of Employment Development 417 E. Fayette Street, Suite 468		
	SUBJECT	<b>Responses to City Council YouthWorks Resolutions</b>		

**TO** Angela Gibson  
City Hall

DATE: September 19, 2011

Per your request, please find enclosed my responses to the following City Council Bills related to the City's YouthWorks program:

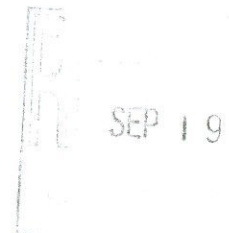
- 11-0310R – Constant Funding Baltimore City YouthWorks
- 11-0311R – Expanding YouthWorks into a Year-Round Program
- ✓ • 11-0312R – Automating YouthWorks Registration
- 11-0313R – Establishing a Permanent Fund-raising Committee for Youth Works

Please let me know if you have any questions or need additional information.

KS/va

Attachments

cc: Kalliope Parthemos, Deputy Mayor  
Kumasi Vines, Special Assistant to Deputy Mayor  
Andrew Smullian, Legislative Director



**Resolution Title:** Automating YouthWorks Registration

**Introduced by:** Councilman Welch

**Introduced on:** August 10, 2011

**Resolution ID Code:** 11-0312R

**Response:**

Bill 11-0312R 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 strongly 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 registration system and hopes to have it in place for the 2012 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 or 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 will 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.

The Director of the Mayor's Office of Employment Development is committed to continuing to build on the success of the YouthWorks program by establishing a streamlined registration process that automates and simplifies data collection wherever possible and appropriate.