



WORKFORCE DEVELOPMENT LETTER NO.: 03-15

DATE: September 16, 2003

EFFECT:

<u>ACTION</u>	<u>INFO</u>	<u>WITH ATTACHMENT</u>
<input type="checkbox"/>	<input type="checkbox"/> ONE-STOP	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/> SESA	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/> STW	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/> WIBs	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/> Job Corps Centers	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/> YO! Site Directors	<input type="checkbox"/>
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/> State Youth Coordinators	<input type="checkbox"/>

SUBJECT: Save the date for the Annual Youth Conference to be held on November 18 and 19, 2003 at the Hilton in Mystic, Connecticut

1. Purpose: To announce that the Annual Youth Service Conference will be held on November 18 and 19, 2003 at the Hilton in Mystic, Connecticut.

2. Background: The Office of Youth Services hosts a Youth Conference annually to address the needs of the Workforce Development System. Assessments of the local environment and current needs gained from a meeting with the State Youth Coordinators will contribute to the planning and development of this conference.

We intend this conference to start with the larger picture of youth programming and narrow its focus over the course of a day and a half to operational programming on the front line. The format of the conference will be broken into three separate sessions. Participants may register for all three sessions or fewer to meet individual needs and interests. The first session is designed to benefit the larger audience. It will include a plenary and break out sessions on the general environment of WIA and Youth programs. Workshops in the second session will be focused on designing and planning youth programs. The third session will focus on the operations of youth programming.

3. Actions Requested: State Youth Service Coordinators are requested to transmit this information to all appropriate parties. We will also be soliciting your help to design and plan for certain workshops. Thank you all for your interest in improving the program design and delivery of youth programs in New England.

Renata Jones Adjibodou,
Deputy Director
Office of Youth Services

