

# Interagency Advisory Committee on Apprenticeship (IACA) Homeless and Foster Youth (HFY) Subcommittee Charter (draft revision to begin review in 2<sup>nd</sup> quarter 2026)

## I. Name and Authority

Following the passage of [Assembly Bill 565 \(2022\)](#) on September 22, 2021, the Interagency Advisory Committee on Apprenticeship established the Homeless & Foster Youth Subcommittee. The subcommittee first convened on October 24, 2022, to study and report on issues related to the participation of homeless and foster youth in apprenticeships and pre-apprenticeships. The Subcommittee's formation and scope are further informed by California's policy commitments to foster youth, homeless youth, and transition-age youth, including the intent reflected in Senate Bill 228 (2021) and broader state efforts to strengthen cross-system support for vulnerable youth populations. The Subcommittee is intended to serve as a focused advisory body to help ensure that apprenticeship remains an accessible, supported, and viable pathway for youth who have historically faced structural barriers to employment and economic mobility.

## II. Mission

Develop an inclusive and equitable plan to ensure foster and homeless youth have the opportunity to engage in pre-apprenticeship and apprentice pathways that will help them attain economic self-sufficiency and be poised for upward mobility.

## III. Purpose

The purpose of the Subcommittee is to advise IACA, DAS, and relevant state and local partners on policies, practices, and partnerships that improve apprenticeship awareness, access, retention, completion, and long-term career advancement for homeless and foster youth.

The subcommittee also supports the advancement of apprenticeships in California through the Department of Industrial Relations (DIR) 2022 Five-point Plan, specifically supporting youth apprenticeships for in-school and out-of-school youth.

The Subcommittee shall:

- Identify systemic barriers to participation in apprenticeship and related earn-and-learn pathways.
- Recommend strategies to increase outreach, enrollment, retention, and supportive services;
- Promote cross-system coordination among child welfare, education, workforce development, housing, behavioral health, and employer stakeholders;
- Elevate youth voice and lived experience in apprenticeship system design;
- Support pathways into high-quality, high-road careers that promote economic mobility and long-term stability;
- Advance policy and program recommendations to improve statewide outcomes.

This Charter will be reviewed as needed to ensure it aligns with the needs of all stakeholders.

#### IV. Scope of Work and Responsibilities

1. Review data, trends, and field practices affecting the participation of homeless and foster youth in apprenticeship.
2. Identify gaps in outreach, recruitment, work readiness, transportation, housing, childcare, mental health, mentorship, and retention supports.
3. Recommend policies, program models, and partnerships that strengthen access and persistence.
4. Support development of best practices for youth-centered apprenticeship pathways, including pre-apprenticeship and bridge programs.
5. Advise on interagency alignment between DAS, workforce boards, local educational agencies, community colleges, county agencies, employers, labor, and community-based organizations.
6. Promote awareness of apprenticeship as a viable postsecondary and workforce pathway.
7. Review relevant legislation, grant opportunities, and system initiatives affecting target populations.
8. Develop annual priorities and recommendations for submission to the full IACA.

#### V. Membership

The subcommittee and its members welcome all sectors of industry and populations. We strive to maintain a balanced team of individuals who are committed to ensuring the success of Homeless & Foster Youth through their apprenticeships. We value everyone's unique experiences and knowledge in building a diverse cadre of subcommittee members to develop a more equitable approach to youth apprenticeships.

The Subcommittee shall consist of no fewer than five (5) and no more than eleven (11) seated voting members, appointed in accordance with IACA procedures

A member at any time that wishes to resign from their position should submit a letter or email informing the Subcommittee chair of their change in membership

## Terms

Members shall serve an initial twelve (12) month term and may continue for up to twenty-four (24) consecutive months. Service beyond twenty-four (24) months may be considered upon the Chair's recommendation and a majority vote of the Subcommittee, subject to IACA guidance.

## Participation Expectations

Members are expected to attend meetings regularly, review agenda materials in advance, participate in deliberations and workgroups, and represent their expertise in service of the Subcommittee's purpose. Proxy participation is not permitted.

## V. Leadership Structure

### **Chair**

*The Chair shall convene and facilitate meetings, coordinate with DAS staff on agendas and priorities, ensure orderly conduct and adherence to charter provisions, and present updates and recommendations to the full IACA.*

### *Vice Chair / Co-Chair*

*The Subcommittee may designate a Vice Chair or Co-Chair to support facilitation, continuity, and succession planning.*

### *DAS Advisor*

*DAS staff shall provide technical and policy support, including assisting the committee with agenda development, posting meeting notices and materials, ensuring public meeting compliance, and following up on action items.*

## VI. Meetings and Public Process

The Subcommittee should meet at least quarterly and may hold additional meetings as needed. All meetings shall be conducted in accordance with applicable open meeting laws, including Bagley-Keene requirements, public notice, accessibility, and public comment procedures.

## VII. Quorum and Voting

A quorum shall consist of a majority of seated voting members. For purposes of this Subcommittee, the majority is defined as more than half of the total seated voting members. If quorum is lost during a meeting, no further action may be taken, and the meeting shall be adjourned.

## VIII. Attendance and Removal

Any member who is absent from three (3) regularly scheduled meetings without reasonable notice or good cause may be subject to removal upon the Chair's recommendation and a majority vote of the Subcommittee, consistent with IACA procedures.

## IX. Ad Hoc Workgroups and Issue-Specific Task Groups

To support emerging priorities, the Subcommittee may establish temporary ad hoc workgroups or issue-specific task groups to advance focused areas of work, including youth apprenticeship pathways, housing and wraparound supports, justice-impacted youth transitions, advanced manufacturing pilots, regional implementation barriers, and data and outcomes tracking.

## X. Annual Work Plan and Reporting

It is the responsibility of the IACA Homeless and Foster Youth Subcommittee to submit a report to the Legislature no earlier than July 1, 2023.

It is the responsibility of the Subcommittee chair to prepare and gather feedback on the meeting agenda. In accordance with the Bagley-Keene rules, the meeting agendas will be publicly posted at least 10 calendar days in advance.

It is the DAS's responsibility to store the meeting minutes, manage the meeting platform, and provide any other technical support to the subcommittee.

The Subcommittee shall develop an annual work plan that includes priority policy and systems issues, stakeholder engagement goals, key deliverables, and measurable outcomes, where feasible. The Subcommittee shall provide periodic updates and an annual summary report to the full IACA.

## XI. Charter Review and Amendments

This Charter shall be reviewed at least annually. Any seated member may propose amendments and shall require majority approval of the Subcommittee, subject to applicable IACA approval requirements.