



Annual Report 2010 -2011

## Table of Contents

*This document was produced solely by the Youth Advisory Committee with support from departmental staff*

|                                |         |
|--------------------------------|---------|
| Message from the Minister      | Page 2  |
| Responsible Person's Message   | Page 4  |
| Mandate / Overview             | Page 4  |
| Vision                         | Page 6  |
| Highlights                     | Page 7  |
| Report of Performance          | Page 8  |
| Mission                        | Page 8  |
| Issues                         | Page 10 |
| Conclusion                     | Page 13 |
| Appendices                     |         |
| A. Terms of Reference          | Page 14 |
| B. List of Members and Mentors | Page 17 |



Email: [yac@gov.nl.ca](mailto:yac@gov.nl.ca)  
<http://www.gov.nl.ca/yac>

Honourable Ross Wiseman, M.H.A.  
Speaker of the House  
House of Assembly

Dear Mr. Speaker;

I am pleased to submit the Annual Report for the Youth Advisory Committee (YAC) which details the committee's activities from April 1, 2010 to March 31, 2011.

This report also describes the committee's progress over the last three years to complete its 2008-11 Activity Plan and demonstrates the completion of its 5-year mission (2007 to 2011).

Respectively submitted,



JOAN BURKE, MHA  
St. Georges – Stephenville East  
Minister  
Department of Advanced Education and Skills

The Honourable Joan Burke, M.H.A.  
Minister of Advanced Education and Skills

3<sup>rd</sup> Floor, West Block  
Confederation Building  
St. John's, NL  
A1B 4J6

Dear Minister Burke:

As members of the Youth Advisory Committee (YAC), we are pleased to present our ninth Annual Report to the Minister of Advanced Education and Skills.

This has been another busy and exciting year for the committee as we:

- ✓ continued to work within our organizational structure, in which all members are equal participants who treat each other with respect;
- ✓ used a strategic approach to identify and address the issues facing the youth of our province;
- ✓ maintained ongoing communications with the Minister, departmental officials, and the organizations responsible for youth issues;
- ✓ continued to work closely with the provincial Youth Retention and Attraction Strategy staff and committee

The YAC welcomes the opportunity to be active participants in present and future Provincial Government initiatives which are directed at the province's youth. The YAC looks forward to continued contributions to our province's prosperity.

This Annual Report was prepared under the committee's direction and we are accountable for the results and any variances contained within it.

Respectfully submitted,



Committee Member

## Mandate

The mandate of the Youth Advisory Committee is two-fold:

- provide a forum for the open discussion of key issues affecting the young people of Newfoundland and Labrador; and,
- advise the Minister on the Provincial Government's youth-related programs and policies.

The YAC, through meetings, consultations, research and guest speakers, is fulfilling its mandate and is respected as a voice for the youth of Newfoundland and Labrador.

## Overview

This report provides details on activities that have taken place over the last five years to complete the YAC's mission and the progress in the last three years in achieving recurring annual objectives. The report also highlights activities specifically undertaken in the 2010-11 fiscal year.

It is important to note, that there was a merging of functions this year in relation to the YAC and the Youth Retention and Attraction Strategy's (YRAS) Youth Leadership Team; five members of the YAC currently sit on the Leadership Team. This team meets to receive updates on YRAS initiatives and to share with their peers as well as to provide feedback. Three YAC members also participate on the YRAS working group. In addition, the department's representative on the Youth Advisory Committee resigned from the position in the fall of 2010 and another manager assumed the position in an interim capacity in December 2010.

The YAC was established in June 2001 to serve as a forum for the youth of the province to voice their views and concerns. It was intended to increase youth involvement in the Provincial Government's decision-making process. A key role for the YAC is to advise Provincial Government departments responsible for youth-related programs and policies.

Currently, the sponsoring department is responsible for informing other relevant departments, seeking their input and reactions to YAC recommendations and for encouraging departments to consult the YAC on youth-related policies.

The YAC is comprised of 15 youth members ages 15-29 and four adult mentors over the age of 29. All members and mentors are appointed by the Minister in consultation with staff responsible for committee operations. A number of selection criteria are used such as gender, regional location, ethnic representation and education levels.

### **Responsibilities of Youth Members:**

1. Attend all meetings (where possible);
2. Prepare for issues to be discussed;
3. Serve as a member of a sub-committee;
4. Participate as an equal member;
5. A member leaving the province for more than six months per year must resign their position; and,
6. A one-time leave of absence may be granted for up to six months by the Minister.

### **Responsibilities of Mentors:**

1. Attend all meetings (where possible);
2. Prepare for issues to be discussed;
3. Serve as a member of a sub-committee; and,
4. Advise and direct the discussions and recommendations of the YAC.

The finances of the YAC are administered by the Department and determined each year by the Department's budgetary process. YAC expenditures for 2010-11 were approximately \$30,000. YAC expenditures are carefully monitored by the staff responsible for the YAC and by the Finance Division of the Department. Expenditures include costs for travel, meals, accommodations and related expenses for members to attend meetings. All spending adheres to the Provincial Government's financial guidelines.

Departmental staff provides administrative support that facilitates the YAC's activities. Members and mentors volunteer their time and efforts. Further details can be made available by contacting the Manager of the Community Youth Network at (709) 729-6890.

## Vision

The vision of the YAC is that all youth in the province enjoy the highest level of safety and security, have a high standard of education and health and are engaged in the economic and social life of the province.



**Youth Advisory Committee Members discussing the YAC Activity Plan.**

## Highlights

- The YAC Committee met in St. John's on two occasions this past year.
- Five members of YAC currently sit on the Leadership Team for the Province's Youth Retention and Attraction Strategy's Youth Forum. This team meets to receive updates on Youth Retention and Attraction initiatives.
- Two committee members participated on the Minister's roundtable discussion on education.
- The YAC participated with Memorial University on a major collaborative research project (Employment-related Mobility in the Canadian Context).
- The YAC participated in a study conducted by Memorial University and St. Mary's University that examined community and work issues among 16 -29 year olds.
- The Canadian Mental Health Association and Recovering Addicts Fellowship Team facilitated presentations to the YAC.

## Report of Performance

### Five-Year Mission

The 2010-11 annual report marks the end of the current five-year mission (2007-08 to 2010-11). The YAC mission includes performance indicators to facilitate the evaluation of the committee's success. Improvements in these performance areas were designed to place the YAC in a better position to prepare the recommendations it puts forth to the Provincial Government.

**Mission:** By 2011, the Newfoundland and Labrador Youth Advisory Committee will have improved the comprehensiveness of the recommendations it provides to the government.

**Measure:**

Improved comprehensiveness of recommendations

**Indicators:**

1. Enhanced consultations to improve the committee's consideration of stakeholder points of view, interests and opinions
2. Improved recruitment process to ensure a comprehensive perspective is reflected in the committee's recommendations
3. Improved communications with the Interdepartmental Liaison Committee

### **Results: Indicator 1- Enhanced Consultation**

The Youth Advisory Committee, by improving the consultative process with public stakeholders, increased the number of individuals and groups consulted and widened the diversity of those who participated in the consultation process. By broadening the range of participants in this process, the information gathered enhanced the recommendations put forward by the committee to the Provincial Government related to youth policy and programming.

Over the past five years, the YAC increased roundtable consultations by 75% and almost doubled the number of participants in each roundtable consultation. (Refer to p. 11 for details: 3-Year Results 2008-11) It should be noted that the 2010-11 year was somewhat challenging with regards to achieving the performance indicators due to staff changes, an unanticipated focus on supporting research projects and working closely with the Youth Attraction and Reduction Strategy team.

### **Results: Indicator 2 - Improved Recruitment Process**

A review of the recruitment process in 2007-08 concluded that the current process (involving a public call for nominations) has been effective in recruiting new members. As a result, no changes were made. The selection criteria include gender, regional location, ethnic representation, educational levels and other inclusionary factors. This approach will continue to be used to ensure the greatest numbers of applications are received. Since 2007-08, five new YAC members have been recruited to this committee: Danielle Parrott, Brittany Tibbo, Susan Piercey, Colin Corcoran, and Katie Flynn.

### **Results: Indicator 3 - Improved communications with the Interdepartmental Liaison Committee**

Over the past five years, the interdepartmental liaison process has improved between the Youth Advisory Committee and relevant government departments through increased follow-up in regards to youth-related issues identified by the Committee. Specifically, direct contact was initiated with Provincial Government departmental executives to facilitate a coordinated and strategic approach to delivering recommendations and their responses.

In conclusion, improved comprehensiveness of was achieved by improving consultations with youth, by ensuring timely and important presentations were arranged for the YAC and by fine tuning an interdepartmental communication approach with the Executive.

## **3-Year Results**

### **Issue 1: Consultations**

The Youth Advisory Committee has endeavoured to improve the consultative process with public stakeholders. This will be achieved through increasing the number of individuals and groups consulted and widening the diversity of those who participate in the consultation process (i.e. geographics, special interests, age, and gender). It is felt that by broadening the range of participants in this process, the information gathered will enhance the recommendations put forward by the committee to the Provincial Government related to youth policy and programming.

**Objective:** The YAC will have continued to enhance its consultation process with various public stakeholders.

**Measure:** Enhanced public consultation process.

The committee succeeded in increasing the number of roundtable consultations held when compared to 2007-08. Specifically, there have been 15 roundtable consultations with year-over-year increases in 2008-09 and 2009-10. This represents an average of 5 consultations per year, an increase from 2007-08 when there were two roundtable consultations held. In addition, over the past three years, the committee met with approximately 200 participants at these roundtable consultations.

**Issue 2: Website**

The Youth Advisory Committee realizes that the use of the committee's website is a valuable tool in both distributing and receiving pertinent information relevant to youth issues and policies. With the geographic challenges within our province, the YAC realizes that web-based technology is a useful tool for engaging youth from all areas of the province.

**Objective:** The YAC will have modified its website to be more user-friendly and interactive, which will give more access to YAC-related information to the general public.

**Measure:** Website modified.

During 2008-09, the YAC decided to revamp the website because the current design didn't reflect the most modern website technology. This view was further supported in a joint meeting with the YAC and the Youth Leadership Team of the Youth Retention and Attraction Strategy. The YAC's decision to redesign the website meant that the website was inactive for a period and as a result, issue postings were not measured.

Furthermore, for 2010-11, the objective indicator was modified to focus on the successful development of a youth portal (website) in partnership with the Office of Youth Engagement. This youth portal is a valuable resource that can help youth get involved in shaping the future in Newfoundland and Labrador. The portal includes links to a number of other resources that can assist youth with becoming involved, making a change, finding the right school or job, learning about this great province, or leading a healthy lifestyle! [www.youth.gov.nl.ca](http://www.youth.gov.nl.ca)

**Annual Performance - 2010-11 Results:**

| <b>ISSUE 1</b>  |   |
|---|---|
| <b>Planned for 2010-11</b>  | <b>Actual for 2010-11</b>   |
| <p>A. Increased number of roundtable consultations</p> <p>B. Increased the number of participants consulted</p> | <p>During 2010-11, the number of YAC-led roundtable consultations was not increased which also affected the number of participants consulted – there was no increase in the number of participants consulted. However, members of the YAC participated in four significant roundtable discussions, including the Minister’s roundtable discussion on Education. Half of the YAC were also involved with the Youth Partnership Forum which provides guidance, input and advice on implementing the Youth Retention and Attraction Strategy. YAC members have been also been involved with the Office of Youth Engagement in developing a youth policy lens, youth portal and the youth engagement guide. They have delivered presentations on youth issues in communities around the province.</p> |

**Annual Performance - 2010-11 Results:**

| ISSUE 2   |  |
|---|--|
| Planned for 2010-11   | Actual for 2010-11   |
| Partnered with the Office of Youth Engagement to develop a youth portal (website) | <p>A coordinated approach was developed with Youth Retention and Attraction Strategy and the Office of Youth Engagement in March, 2011 to provide a new web-based platform for youth. <a href="http://www.youth.gov.nl.ca">www.youth.gov.nl.ca</a></p> <p>This website provides a centralized access point to programs and services for youth. Members of the YAC provided formal feedback on the development of the portal.</p> |

**Conclusion**

The Youth Advisory Committee has worked diligently with government departments and agencies involved in youth programs and policies in the preparation of our nine annual reports. The contribution of the Youth Advisory Committee would not be possible without the help and support of the Department of Human Resources, Labour and Employment as well as the Government of Newfoundland and Labrador. The completion of our ninth annual report represents hard work, dedication, and commitment. We are both pleased and proud to present this document to the Minister.

The Youth Advisory Committee would like to thank the staff and the Provincial Government for acknowledging, contributing to, and supporting our endeavours.

## Appendix A

### Terms of Reference

#### NEWFOUNDLAND AND LABRADOR YOUTH ADVISORY COMMITTEE

##### **SPONSORING DEPARTMENT:**

Department of Advanced Education and Skills

##### **STRUCTURE:**

- fifteen youth members and four adult mentors
- youth members are between the ages of 15-29 years
- adult mentors are 29 years and above
- no less than two-third youth members and at least one adult mentor will constitute a quorum for a committee meeting

##### **DURATION OF APPOINTMENT:**

The term of youth members will consist of two or three-year terms. Ten members of the committee will serve for three years and five members will serve for two years.

The term of adult mentors will consist of two mentors serving for three years and two mentors serving for two years.

##### **APPOINTMENT OF MEMBERS:**

All youth members and adult mentors are appointed by the Minister of Human Resources, Labour and Employment in consultation with staff responsible for the operations of the committee.

The selection of replacement members will be cognizant of many issues, including gender, regional location, ethnic representation and other.

##### **REQUIREMENT OF MEMBERS:**

All youth members and adult mentors must make an effort to attend all Youth Advisory Committee meetings and do the necessary preparation for each meeting.

**REMOVAL OF MEMBERS:**

If a member misses three consecutive meetings without notifying the Department of Advanced Education and Skills staff representative regarding their inability to attend, the member may be replaced.

**RESPONSIBILITY OF YOUTH MEMBERS:**

1. attend all meetings (where possible)
2. prepare for issues to be discussed
3. serve as a member of a sub-committee
4. participate as an equal member
5. a member leaving the province for more than six months per year must resign their position
6. a one-time leave of absence may be granted for up to six months by the Minister of Human Resources, Labour and Employment

**RESPONSIBILITY OF MENTORS:**

1. attend all meetings (where possible)
2. prepare for issues to be discussed
3. serve as a member of a sub-committee
4. advise and direct the discussions and recommendations of the committee as a member

**MEETING RESPONSIBILITIES:**

The Youth Advisory Committee's philosophy is that participation should be a learning experience whereby every member is given an equal opportunity in:

**Chairing of all meetings** will be the responsibility of members, both youth and adults, in the host region for the meeting. The chair structure should be decided during the previous meeting.

**Recording of discussions** is the responsibility of the Department of Advanced Education and Skills staff representative at the meeting.

**Preparation of the agenda** is the responsibility of the member(s) from the next host region with the support from the Department of Advanced Education and Skills staff representative.

Summary of each meeting will be compiled and distributed by the Department of Advanced Education and Skills no longer than one month after a meeting.

Information pertaining to the next meeting will be distributed through the Department of Advanced Education and Skills two weeks prior to the next meeting date.

Travel arrangements and accommodations will be coordinated through the Department of Advanced Education and Skills.

**YOUTH ADVISORY COMMITTEE ANNUAL REPORT:**

- The annual report will follow the standard structure for an annual report.
- The completion of the report will be a reflection of the minutes from the Youth Advisory Committee, along with direct recommendations and general discussions.
- The format for the presentation of the annual report and the exact content of the report will be designed by a sub-committee of the committee in conjunction with the Department of Advanced Education and Skills staff.

## **Appendix B**

### **List of Members and Mentors**

**Erika Breen, St. John's**

**Jacenta Hudson, Raleigh**

**Brian Hudson, St. John's**

**Victoria Ralph, Carbonear**

**Gregory Knott, Norris Point**

**Kara Snow, St. Anthony**

**Sarah Bursey, Deer Lake**

**Danielle Parrott, Harbour Breton**

**Brittany Tibbo, Holyrood**

**Susan Piercey, Grand Bank**

**Colin Corcoran, Riverhead**

**Katie Flynn, Forteau**

**Jim Davis, Stephenville (Mentor)**

**Kathleen Ward, Gambo (Mentor)**

**Carol Ruby, Portugal Cove-St. Philips (Mentor)**