



Youth Committee Meeting Agenda

Wednesday, March 5, 2014

2:30 p.m. – 4:30 p.m.

CareerSource Central Florida – Administration Office

707 Mendham Blvd., Suite 250, Orlando, FL 32825

Conference Call-in Phone Number: (866) 576-7975 / Participant Access Code: 299848

Strategic Goals developed by the Board:

- CareerSource Central Florida will become the backbone organization for workforce development in Central Florida
- CareerSource Central Florida will become business focused in all efforts
- CareerSource Central Florida will identify ways to measure progress and Return On Investment (ROI)

Welcome & Chair's RemarksDebbie Clements, Chair

- Call to Order
- Roll Call
- Public Comment
- Approval of the January 8, 2014 Youth Committee Minutes

Information/Discussion Items

1. Mission Moment – Department of Juvenile Justice / Lake & Sumter Counties
2. Youth Summit Update
3. Youth Provider Training Update
4. Youth Providers - Updates:
 - Henkels & McCoy
 - ResCare
 - Children's Home Society
 - Covenant House
 - Goodwill
5. Update on Contract Obligations, Expenditures, Enrollments and Performance
6. Summer Program Options

Chair's Closing RemarksDebbie Clements, Chair

Next Meeting:

Wednesday, April 2, 2014, 2:30pm to 4:30pm

CareerSource Central Florida Admin Office 707 Mendham Blvd., Suite 250, Orlando, FL 32825

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Youth Committee Meeting

Workforce Central Florida
707 Mendham Blvd., Suite 250
Orlando, FL 32825
Wednesday, January 8, 2014
2:30 p.m.

MINUTES

MEMBERS PRESENT: Debbie Clements, Rick Bedson (via phone) Lonnie Bell, David Bundy, William D'Aiuto, Jovanna Heavener, Ivan Kaled, Sue Koziol, Cathy Lake, Brian Michaels, Dwight Mitchell, Tadar Mohammad (via phone) Barbara Newton, Linda Rimmer, Dan Rodgers, Dr. Robert Spooner (via phone), Julie Summerlin (via phone), Brent Trotter, Jeff Whitehead, and Virginia Whittington

MEMBERS ABSENT: Allie Braswell, Tom Doyle, Larry Eason, Kamil Fadel, Wendy Hammock-Silungwe, Randy Means, Debora Moffitt, Debbie Morris, Jack Plettinck, and Danyiel Yarbrough

STAFF PRESENT: Pam Nabors, Kevin Neal, Joyce Hinton, Kenneth Gathers, Nilda Blanco, Chad Kunerth and Kaz Kasal

GUESTS PRESENT: Chala Barrington-Cruz/Covenant House Florida

WELCOME & CHAIR'S REMARKS

Call to Order

Ms. Clements called the meeting to order at 2:30pm and welcomed those in attendance.

Roll Call

Ms. Kasal commenced with roll call and established that there was a quorum present.

Public Comment

None offered.

Approval of the November 6, 2013 Youth Committee Minutes

Mr. Michaels made a motion to approve the 11/6/13 Youth Committee Minutes. Mr. Bundy seconded, motion passed.

INFORMATION/DISCUSSION ITEMS

1. Youth Committee Support of CareerSource Central Florida Strategic Goals

Ms. Clements stated that the goals as listed on the agenda were identified from the Board Retreat which occurred on 10/10/13. Ms. Brandon, the Board Chair, asked that each committee discuss how it can support these goals. Ms. Clements commented that the third goal of identifying ways to measure progress and return on investment is built into the youth contracts. The first two of goals,

becoming a backbone agency and being more business focused, is where this committee should now focus and she asked the committee for feedback. Ms. Nabors commented that CareerSource Central Florida is in a unique position to be able to convene other like organizations that provide lot of great services – we need to figure out how to make these connections. Also businesses are looking for specific skills and work ethics – it will be important that youth are in career-focused programs, aligned to these businesses' needs. Ms. Clements suggested that this committee could put together a summit consisting of providers and stakeholders to create synergies and connections between programs and services, with a focus on workforce/employment services. Ms. Lake concurred that this would be a great idea. Mr. Bedson also concurred and added that the summit can help clarify linkages with area providers – they can 1) bring about ideas and 2) help determine how to get linkages set. Ms. Rimmer advised it would be important to have program people at this summit. Ms. Clements added that including large employers at the summit will help providers see what job skills are in demand. Mr. Mitchell commented that marketing is a main problem – youth need to know what services are available to them; having a youth expo would be beneficial. Ms. Clements concurred, but initially there should be a provider summit to make sure of linkages and synergies are being realized. Mr. Michaels advised it will be important to change the mindset of youth from summer job to career exploration. Providers should be aware that many youth are more interested in short term training for certifications vs. college degree. Mr. Bundy added that there are employers who have positions they cannot fill, so education/training will be a vital element in youth programs - to help youth fill these jobs, many of which are high paying. Ms. Rimmer commented that employers are hesitant to hire youth, as they are not familiar with the child labor laws. Ms. Nabors replied that an employer workshop could be held to cover this topic. Ms. Heavener asked if there currently is a directory of what services are available in the community. Ms. Nabors replied no, that this might be a project for a subcommittee to take a lead on and develop a directory. Ms. Nabors stated that staff will review the committee's feedback today and provide some recommendations at the next meeting.

2. Action Item - Youth Committee Charter

Ms. Clements referred to the "Youth Committee Description and Duties" charter in the meeting packet and asked for the committee's feedback. Ms. Nabors added that each committee is developing a charter. This is a living document that will evolve as the Youth Committee moves forward and the committee may bring this charter back when there are further revisions. Ms. Clements suggested that "Purpose" section be a broader statement and move any youth program specifics to the "Responsibilities" section. Ms. Nabors suggested that staff make the adjustments and email the revised charter back out to the Youth Committee. Each Youth Committee member will review the revised charter and email their vote. The committee concurred with this process.

Update: Ms. Kasal emailed the revised Youth Committee Charter out to the Youth Committee on 1/15/14. Nineteen (19) "I approve as written" responses were received. With a majority of 19 out of 27 members approving, the revised Youth Committee Charter will be moved to Board for their review and approval.

3. Challenges of Homeless Youth in Central Florida

Mr. Trotter presented on his organization, Coalition for the Homeless, and discussed the challenges faced by the homeless youth. He highlighted that the homeless population is growing and many youth suffer mental health issues and learning deficiencies as a result of homelessness and its ancillary issues to include health and safety concerns. The Coalition for the Homeless provides a collaboration of services. The organization also keeps families together in their shelter system, which

is a huge relief to families. Their organization is at capacity. The average length of stay is 7 months and sometimes extended.

4. Mission Moment – Covenant House Florida

Ms. Chala Barrington-Cruz, introduced herself as the Dove Community Coordinator with Covenant House Florida. The funding they will receive from CareerSource Central Florida is helping to provide wraparound services by extending youth's stay in the program to help get them into a career. The "Dove Community Program" will be targeting 100 out-of-school youth and providing long-term support for homeless youth that require additional assistance to pursue their education and secure and hold employment in order to become financially self-sufficient. Ms. Barrington-Cruz extended her thanks for the opportunity to provide services – success stories are coming.

5. Update on Contract Obligations, Expenditures, Enrollments and Performance

Mr. Gathers referred to the "Project CoNEXTion Summary Report" and provided a summary on key projects and performance outcomes, with the following highlights:

- All contracts have now been signed.
- An upcoming event, "Get in the Game - From the Court to Career" will take place on 1/18/14 from 12pm to 4pm at Parramore Kids Zone. The National Basketball Retired Players Association (NBRPA) will be there to teach basketball and life skills to youth adults - they will learn about leadership, teamwork and work skills. This event is being hosted by CareerSource Central Florida and ResCare.
- CareerSource Central Florida will be hosting youth expos in all five counties to increase awareness of year-round youth program, along with the rebranding of CareerSource Central Florida
- In the process of evaluating the "Project CoNEXTion" name to determine if rebranding the youth program is needed.

Action Item – Recommendation for Contract Modifications

Mr. Gathers stated that staff reviewed youth program expenditures and determined WIA youth funding may be underspent. WCF Programs Department is recommending:

- 1) Youth Committee review and accept the recommendations to modify the current youth provider contracts: Covenant House Florida, Goodwill Industries of Central Florida and ResCare:
 - The modifications of these providers are based on: increasing the number of youth to be served, direct participant cost associated with work experience placement and taxes, and additional staff cost for the youth-to-staff ratio
- 2) Present recommendations to the Board of Directors to allow staff to modify negotiated contracts.

After discussion, Dr. Spooner made a motion to accept above staff recommendations and advance to Executive Committee, then to Board. Mr. Michaels seconded, with Ms. Rimmer, Mr. Bundy and Mr. Mohammad abstaining.

CHAIR'S CLOSING REMARKS

Ms. Clements thanked everyone for attending today's meeting and stated that the next Youth Committee Meeting will be held at 2:30pm on Wednesday, March 5, 2014 here at the WCF administration office.

There being no other business, the meeting was adjourned at 3:52 p.m.

Respectfully submitted,

Kaz Kasal
Sr. Administrative Assistant



Youth Program Summary Report

KEY PROJECTS

Increasing Youth Enrollments:

- CareerSource Central Florida in collaboration with the youth contractors will host mass requirement events in all counties. Targeted evening and weekend events to boost enrollments.
- Using media outlets to advertise and promote youth program with emphasis on 8 week paid Work Experience activity.

Youth Expenditures: Working with each contractor to provide financial projection of all expenditures they expect to accrue by 6.30.14.

Contract Modifications: CareerSource Central Florida staff working with Covenant House, Goodwill and ResCare on modifications to their contracts that will increase the number of youth served this program year.

Work Experience Sites: CareerSource Central Florida Business Services Unit working with local employers to market Youth Work Experience activity and identify potential worksites on behalf of contractors

Work Experience Agreements: CareerSource Central Florida staff reviewing current agreements and working to streamline the agreement to be more employer friendly. Staff will develop a Work Experience Handbook that will be provided to the employers/work sites as they sign agreements. The handbook will outline the agencies responsibilities and expectations.

PERFORMANCE OUTCOMES

YOUTH ENROLLMENT: 255 (7-1-13 – 2-28-14)

- Henkels & McCoy: 191
 - ISY: 115
 - OSY: 76
- ResCare: 37- OSY
- Covenant House: 18- OSY
- Goodwill: 9- ISY
- HS/GED Attainments: 10 (H&M)
- National Credentials: 49 (28-H&M, 21-ResCare)
- Employment Placements: 27 (21-H&M, 6-ResCare)

FINANCIALS

For the period of July 1, 2013 to February 28, 2014:

Contractor	Total Funding	YTD Expenditures	YTD Obligations	Remaining Funds
Henkels & McCoy	\$1,979,000	\$446,476	\$133,211.50	\$1,399,312.50
Children's Home	\$913,703	\$0	\$50,456.60	\$863,246.40
Covenant House	\$422,101	\$0	\$47,160.19	\$374,940.81
Goodwill	\$852,788	\$5,784.78	\$12,861.75	\$834,141.47
ResCare	\$953,401	\$21,921	\$80,132.78	\$851,347.22
Total:	\$5,120,993	\$474,181.78	\$323,822.82	\$4,322,988.50

FINANCIAL RECOMMENDATIONS:

Will discuss plan to spend youth funding under the Summer Youth Program agenda item.



Summer Program Summary

Summer Youth Work Experience – Technical Assistance to Accelerate Youth Enrollment

CareerSource Central Florida proposes to assist its new youth providers in accelerating the enrollment of in-school and out-of-school youth in order to maximize funding for summer work experience. By using its experience in operating stand-alone summer youth work experience programs, CareerSource Central Florida can serve as the administrative hub for providing outreach, recruitment, and technical support to facilitate the providers' enrollment of 1075 eligible youth in summer work experience opportunities.

CareerSource Central Florida will provide support in the following areas:

Youth Recruitment: Secure venues and schedule evening and weekend recruitment events. All Providers and staff will be at events to complete the intake and application process for the youth. Below are the proposed dates/times for the events.

- 3-13-14 (Thur): Seminole- 4-7
- 3-15-14 (Sat): JV West- 9-3
- 3-20-14 (Thur): Lake 4-7
- 3-22-14 (Sat): Osceola- 9-3
- 3-29-14 (Sat): JV East- 9-3
- 4-05-14 (Sat): JV South 9-3
- 4-12-14 (Sat): Sumter location TBD

Outreach/Advertisement:

- 3-07-14: Media and Radio campaign with tag line "Gear up for Summer Employment 2014" (Example)
- 3-07-14: Notify community-based organizations that serve at-risk youth of recruitment dates/times/locations.
- 3-07-14: Notify targeted high schools of recruitment dates/times/locations.
- 3-07-14: BSU team solicits local businesses for participation as work sites.

Temporary Staff Support:

- 3-05-14: Identify experienced WIA specialist to assist with eligibility determinations.
- 3-05-14: Post six temporary positions: Job title, descriptions, and salary TBD
 - 5 positions to assist providers with securing worksites and managing worksites during the WEX period.
 - 1 Summer Youth WEX Coordinator

Work Experience:

- Complete Three cohorts of 8 week cycles of OSY WEX by 6-30-14
- OSY WEX Cycles
 - **4-01-14- 5-24-14:** 200 OSY begin WEX assignments
 - Participant Cost : **\$449,460**
 - **4-14-14- 6-07-14:** 150 OSY begin WEX assignments
 - Participant Cost : **\$337,095**

- **4-28-14- 06-21-14:** 100 OSY begin WEX assignments
 - Participant Cost: **\$224,730**
- ISY/OSY WEX Cycle
 - **06-09-14 - 08-01-14 (625)** 575 ISY and 50 OSY begin WEX assignments
 - **6-9-14- 6-30-14**
 - Participant Cost: **\$526,712**
 - **7-1-14- 8-1-14**
 - Participant Cost: **\$ 877,852**

WEX Cost Breakdown:

- 4.1.14- 6.30.14: **\$1,537,997**
- 7.1.14 to 8.1-14: **\$ 877,852**
- **Total** **\$2,415,849**