



## Youth Committee Meeting Agenda

Wednesday, May 6, 2015  
2:30 p.m. – 4:30 p.m.

Location: CareerSource Central Florida - Administrative Office  
390 N. Orange Avenue, Suite 700, Orlando, FL 32801

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

### **Strategic Goals developed by the Board:**

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

1. Welcome & Chair's Remarks
2. Roll Call / Establishment of Quorum
3. Public Comment
4. Approval of Minutes
  - A. 3/5/15 Youth Committee Minutes
5. Information/Discussion Items
  - A. Mission Moment – Success with Work Experience
  - B. Acknowledgement of Youth Committee Accomplishments
  - C. Transitioning WIA to WIOA
  - D. Stakeholder/Community Input on Youth Services
  - E. Youth Services Operations Report
  - F. Youth Summit Update
6. Other Business
7. Upcoming Meetings  
To Be Determined
8. Chair's Closing Remarks
9. Adjournment

DRAFT

Youth Committee Meeting

Wednesday, March 4, 2015

2:30 p.m.

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

MINUTES

- MEMBERS PRESENT:** Lonnie Bell, David Brier, Christine Burk, William D’Aiuto, Tom Doyle, Larry Eason, Paulette Edwards, Carol Grosshans, Sue Koziol, Cathy Lake, Brian Michaels, Tadar Muhammad, Barbara Newton, Jack Plettinck, Linda Rimmer, Maggie Teachout, Brent Trotter and Virginia Whittington
- MEMBERS ABSENT:** Debbie Clements, Gary Cain, Kamil Fadel, Wendy Hammock-Silungwe, Randy Means, Dr. Robert Spooney, and Jeff Whitehead
- STAFF PRESENT:** Pam Nabors, Mimi Coenen, Ike Powell, Kenneth Gathers, Nilda Blanco and Kaz Kasal
- GUESTS PRESENT:** Edward DeJesus/Youth Advocate Programs (YAP), Paul Bough/Board Member

**1. Welcome & Chair’s Remarks**

Ms. Coenen called the meeting to order at 2:39 pm and welcomed those in attendance.

**2. Roll Call/Establishment of Quorum**

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

**3. Public Comment**

None offered.

**4. Approval of Minutes**

A. 11/19/14 Youth Committee Minutes

**Mr. Muhammad made a motion to approve the minutes from the 11/19/14 Youth Committee Meeting. Ms. Koziol seconded; motion passed.**

B. 1/14/15 Youth Committee Minutes

**Ms. Whittington made a motion to approve the minutes from the 1/14/15 Youth Committee Meeting. Mr. Muhammad seconded; motion passed.**

**5. INFORMATION/DISCUSSION ITEMS**

A. Introduce Ike Powell

Ms. Coenen introduced Mr. Powell, Strategic Director. Ms. Coenen asked all attendees to introduce themselves.

B. Mission Moment

Ms. Coenen introduced today's guest speaker Mr. Edward DeJesus, National Director of Workforce Development Programs and Policy at Youth Advocate Programs, Inc. Mr. DeJesus greeted the committee and provided an overview of his expertise working with at-risk, disconnected youth and the challenges engaging this population in job retention (vs. just getting a job). Mr. DeJesus further discussed the innovative approach of their organization stating "young people don't need help to get hired but help to get higher" – providing individualized attention to deal with the real issues these kids face is critical. This one-on-one mentoring is a key component to help youth connect with the world of work by helping them understand the labor market, tools, and work values. Mr. DeJesus stated that two areas of focus should be: 1) increase employer engagement – better educate the employers on the difference they can make for this population, encouraging them to hire youth with offenses. At least 25% funds should be expended for work experience – also, get creative on what work experience is; and 2) increase level of youth competence / involve youth in decision making. Having companies that youth strongly identify as desired places to work (such as Nike and GameStop) sponsor workshops – this would help attract the youth to these workshops. The committee discussed and concurred that community organizations should better collaborate/leverage resources with each other.

C. Youth Program Operations Report

Ms. Coenen referred to the document in the meeting packet entitled "Youth Program Operations Report" and reviewed the youth providers' performance goals and outcomes; annual goals and through 1/31/15.

D. Youth Program Financial Report

Ms. Coenen referred to the document in the meeting packet entitled "Youth Program Financial Report" and reviewed the youth providers' contract amounts and what has been expended through 12/31/14.

E. Youth Committee Member Report

Ms. Nabors stated that as defined under WIOA, a youth committee is suggested but not a required committee and has no required members. As we move forward under WIOA to continue with the Youth Committee, this committee can recommend to the Board the composition/structure of this committee. Per the Bylaws the Chair makes appointments to committees. Under WIOA, with the 1) increased focus on out-of-school youth (75% of funds) and 2) expanded age group to age 24, this committee should consider how to engage the right partners to be at the table that have expertise in these two areas. The committee discussed some key organizations that reflect these two areas for partnerships and/or possible committee membership. The committee also concurred that it would be helpful to identify constituencies that can carry the message through their connections, as well as set time aside on the Youth Committee agenda for dialogue with each other to make connections and also learn from each other as well as provide their own mission moments.

The committee additionally discussed avenues in reaching out-of school youth which include: schools, as they can be a conduit in reaching school drop-outs to let them know about the youth programs; parks and recreation facilities, fraternities/sororities; and local universities.

F. Youth RFQ

Ms. Coenen stated that CareerSource Central Florida received 20 respondents to the Youth

RFQ for enhanced youth services. After reviewing/assessing, this was narrowed down to 6 and currently negotiating. At the next meeting, staff will provide a report on enhanced services.

G. Strategies for Youth Programs in Lake and Sumter Counties

Ms. Coenen stated that staff are continuing their concentrated efforts in Lake and Sumter counties as they visit and have meetings with various organizations and schools.

H. Youth Summit Update

Mr. Gathers provided updates on the preparations for the Youth Summit which will be a post-conference/summit on Youth Employment & Training at the upcoming 2015 Adolescent Conference that Florida Juvenile Justice Association is hosting in Orlando. A national speaker has been secured who will speak on youth employment and training.

I. DJJ/DCF Youth Career Expo

Mr. Gathers stated that DJJ and DCF have partnered to host a Youth Career Expo in Lake and Sumter counties. Henkels & McCoy and ResCare have agreed to facilitate workshops which will be on 3/9/15 at Lake Tech and 3/30/15 at Oxford Assembly of God in Sumter.

**6. Other Business**

Mr. Muhammad asked who do committee members notify if they are interested in serving on the special sub-committee to discuss the make-up of the youth council. Ms. Coenen replied to email her, Mr. Powell or Mr. Gathers.

**7. Upcoming Meetings**

Ms. Coenen stated that the location for the 5/6/15 Youth Committee meeting is to be determined. In the next month the CareerSource Central Florida administration office will be moving to a smaller office in downtown Orlando, so location for the meeting may be at a partner location.

**8. Adjournment**

There being no further business the meeting adjourned at 4:04 p.m.

Respectfully submitted,

Kaz Kasal  
Administrative Supervisor



### Mission Moment

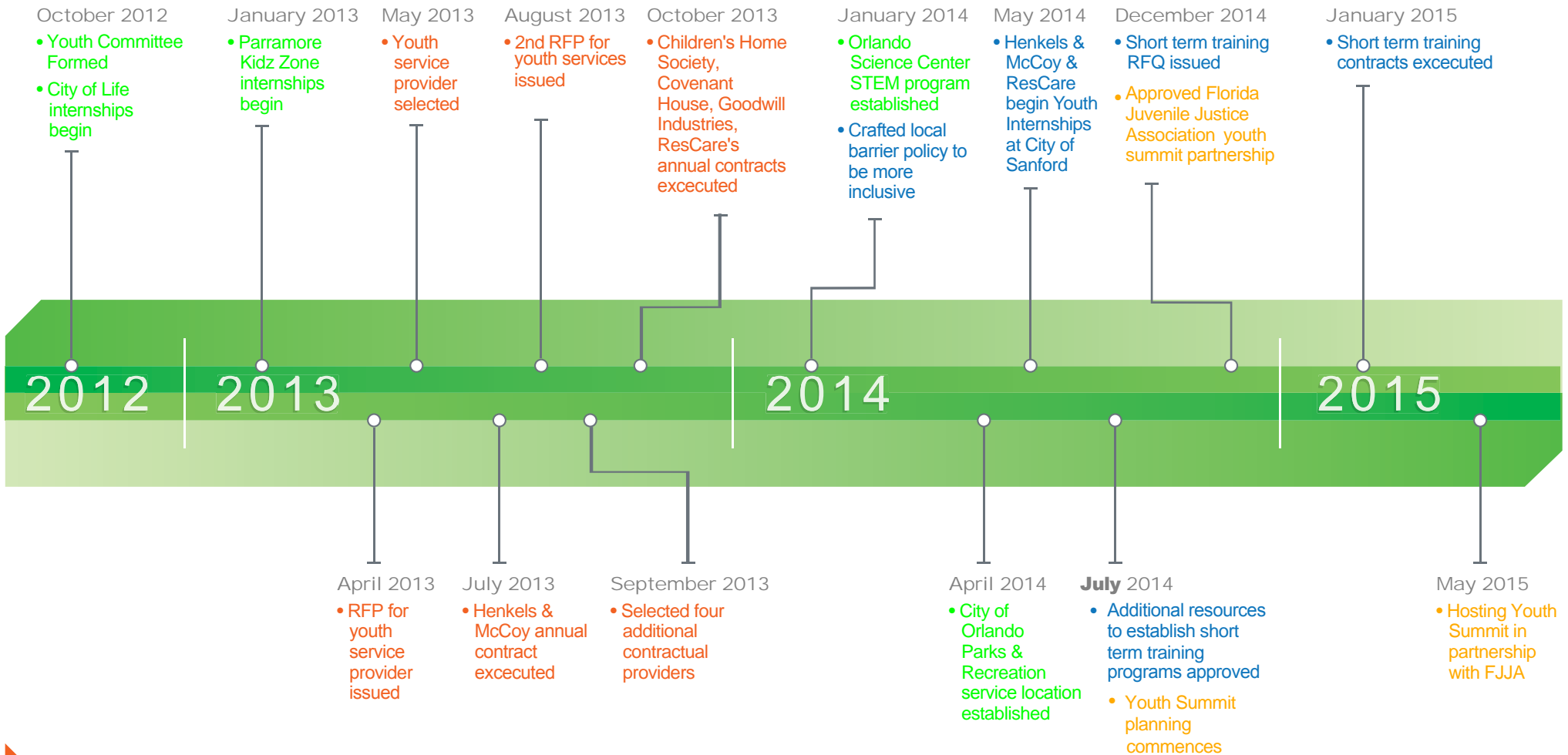
Our guest is Georgianna Jackson, Guest Services Manager with the Sanford Zoo. The Sanford Zoo is a new and exciting addition to ResCare's list of work experience partners. During their short time working with ResCare, the Zoo has accepted four youth in paid work experience in various positions, ranging from Guest Services, Merchandise and Housekeeping.

Ms. Jackson will share her perspective as an employer participating in the youth paid work experience including working with youth to further develop their skills to meet business needs. She will also discuss the potential to expand work experience opportunities in various areas of the Zoo including Animal Keeping, Horticulture, and Special Events.

Last but not least, Ms. Jackson, will highlight one of the youth who has developed valuable workplace skills while working at the Zoo. Ms. Jackson has expressed that she was impressed with him from the start. This young man was selected to intern in the Guest Services department, however since he started in March, he has been cross trained in numerous areas throughout the Zoo. Moreover, this young man recently participated in the short term training program with Lake Tech and has received his Fork Lift Certification. The Zoo plans to engage him in an opportunity to utilize his newly earned certification in other areas of the Zoo and consider hiring him in a full time capacity.

The Zoo is hopeful in its plan to hire a few of our youth in full-time permanent employment opportunities within the next month.

# Youth Committee Accomplishments



## Youth Council Responsibilities

- Linkages to Education & Community Organizations
- Provider Selection
- Program Development & Performance Oversight
- Coordination of Community Youth Activities

Agenda Item 5B



## Transitioning WIA to WIOA

April 29, 2015

Currently the five contracted Youth Service Providers have a total of 1,077 youth enrolled. The table below displays the number of youth enrolled by provider. CareerSource Central Florida (CSCF) staff has requested the contracted providers submit transition plans by 5/8/15, including strategies and specific actions for transitioning service delivery from WIA to WIOA requirements. Subsequently, staff will review and develop recommendations for presentation to the Executive Committee.

Youth Service Provider	# of In-School Youth	# of Out-of-School Youth	Total Enrollments
Children's Home Society	158	0	158
Covenant House Florida	4	63	67
Goodwill Industries	180	12	192
Henkels and McCoy Inc.	279	224	503
ResCare	1	156	157
<b>Total</b>	<b>622</b>	<b>455</b>	<b>1,077</b>

Abbreviations:

WIA denotes Workforce Investment Act

WIOA denotes Workforce Innovation Opportunity Act



## Youth Services - Operations Report

April 29, 2015

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### **HIGHLIGHTS**

#### **Community Engagement and Outreach**

- Henkels & McCoy and ResCare participated in DCF/DJJ Youth Expo in Lake County on 3/9 and Sumter County on 3/30. The service providers facilitated workshops to the youth on résumé writing, dressing for success and interviewing skills. The Expos targeted DJJ level 2 youth residing in residential facilities.
- On March 25, 2015 Kenneth Gathers and Shellonda Rucker, H&M met with Tim McKinney of United Global Outreach to discuss CareerSource Central Florida youth program partnering with United Global Outreach to provide services to youth in the Bithlo and Christmas area. CSCF is working with Mr. McKinney to further develop a plan for serving youth.
- On April 15, 2015 CareerSource Central Florida hosted the Greater Orlando Interagency Council (GOIC) meeting at our East Colonial office and provided attendees a tour of our facility. GOIC is focused on collaborating and finding solutions for youth and young adults with disabilities. CSCF is establishing partnerships now to ensure we are aligned with agencies serving youth with disabilities. For example, CSCF will meet with a University of Central Florida representative to identify specific adaptive technology to provide enhanced service delivery and improved accessibility for individuals with disabilities.

#### **Partnerships and Collaborations**

- CareerSource Central Florida in conjunction with the City of Apopka has partnered to facilitate and administer an Apopka Youth Works “limited pilot” summer jobs program. The City of Apopka approved \$30k for this initiative. CSCF will leverage staff and youth funds for the youth paid work experience activity for a value of \$38,400. The pilot will enroll 32 High School Juniors/Seniors in the Apopka area to participate in this pilot. Youth will gain leadership development, financial literacy, workplace readiness and a 7-week paid work experience with local businesses.



## Performance Summary

For the period of July 1, 2014 to March 31, 2015:

- Florida Department of Economic Opportunity (DEO) conducted programmatic monitoring and quality assurance review during the week of 4/20/15. A total of 10 participant case files were reviewed and the results yielded 1 finding of three youth positive case closures to employment however, we failed to conduct the required post TABE (Test Adult Basic Education).

Benchmark	Definition
Literacy/Numeracy	Younger youth (YY) ages 16-18 who are initially assessed as basic skills deficient will increase their individual basic skills level in reading or math within 12 months of the goal set date as documented by academic assessment pre-test and post-test.
Goal Attainment	YY who attain a basic skill, occupational skill or work readiness goal prior to anniversary date.
Youth Positive Outcomes	Youth who complete the program will obtain a high school diploma/GED, or a state/nationally- recognized credential and entered employment (including military), entered post-secondary education, advanced training/occupational skills training.
Wage Rate	Youth will earn a minimum of \$.50 above the Florida minimum wage

Henkels & McCoy	Contract Goal	YTD Actual (7/2014 -3/2015)	% of Goal Achieved YTD
Enrollment	125	125	100%
Goal Attainment	250	255	102%
Youth Positive Outcomes	136	94	69.12%
Wage Rate	40	24	60%

ResCare	Contract Goal	YTD Actual (7/2014 -3/2015)	% of Goal Achieved YTD
Enrollment	50	55	110%
Literacy/Numeracy	52	25	48.08%
Goal Attainment	54	25	46.30%
Youth Positive Outcomes	90	65	72.22%
Wage Rate	30	32	106.67%

Covenant House Florida	Contract Goal	YTD Actual (7/2014 -3/2015)	% of Goal Achieved YTD
Enrollment	25	25	100%
Literacy/Numeracy	12	4	33.33%
Goal Attainment	22	7	31.82%
Youth Positive Outcomes	54	55	101.85%
Wage Rate	24	17	70.83%

Children's Home Society	Contract Goal	YTD Actual (7/2014 -3/2015)	% of Goal Achieved YTD
Literacy/Numeracy	92	46	50%
Goal Attainment	148	54	36.49%
Youth Positive Outcomes	86	14	16.28%
Wage Rate	6	5	83.33%

Goodwill Industries of Central Florida	Contract Goal	YTD Actual (7/2014 -3/2015)	% of Goal Achieved YTD
Literacy/Numeracy	138	29	21%
Goal Attainment	148	26	17.57%
Youth Positive Outcomes	100	5	5%
Wage Rate	8	0	0%

## Financials

For the period of July 1, 2014 to March 31, 2015:

<b>Contractor</b>	<b>Total Funding</b>	<b>Expenditures as of 3/31/15</b>	<b>Remaining Balance as of 3/31/15</b>	<b>Percent Spent as of 3/31/15</b>
Henkels & McCoy	\$2,287,487.00	\$1,764,321.00	\$523,166.00	<b>77.1%</b>
*Children's Home Society	\$791,021.00	\$338,202.00	\$452,819.00	<b>42.8%</b>
*Covenant House Florida	\$414,883.00	\$234,672.00	\$180,211.00	<b>56.6%</b>
*Goodwill Industries of Central Florida	\$680,809.00	\$168,024.00	\$512,785.00	<b>24.7%</b>
*ResCare	\$820,493.00	\$401,224.00	\$419,269.00	<b>48.9%</b>
<b>Total:</b>	<b>\$4,994,693</b>	<b>\$2,906,443</b>	<b>\$2,088,250</b>	<b>58.2%</b>

\*Contract period 10-1-14 to 6-30-15

**Youth Short Term Training**

- Listed below is a summary status on the Youth Short Term Training contracts. All contracts were executed in March 2015, allocating \$500,000 for short term training targeting youth enrolled and served by our Youth Service Providers.

Training Provider/Program	Contract Amount	Enrollment Goal	Enrollment YTD	Completers
<b>Community Based Care of Central Florida</b>				
FLOW Series (Leadership)	\$68,400	35	27	21
<b>Early Learning Coalition</b>				
Early Childhood Certification	\$26,342	10	10	
<b>Lake Tech</b>				
Cable Installation*	\$52,753	8	6*	--
Certified Nursing Assistant		5	2	
Computer (basic/intermediary) **		20	--	--
Forklift		10	6*	3
<b>Orange County Public Schools</b>				
Certified Nursing Assistant*	\$90,000	15	12	
<b>Valencia College</b>				
Basic Carpentry**	\$260,905	15	--	--
Basic Hospitality *		15	--	--
Workplace Essentials *		150	26*	12
<i>*Classes start in May</i>		<i>**Classes start in June</i>		



## Please Join Us

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CareerSource Central Florida would like to invite you to be our special guest.

**Breaking Employment Boundaries for Young Adults  
During the Adolescent Conference, Hosted by**



**Wednesday, May 20, 2015;**

**Registration: 7:30 AM; Event Time: 8:00 AM to 12:00 PM**

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**The Florida Hotel and Conference Center  
1500 Sand Lake Road , Orlando, Florida 32809**

Registration closes on Friday, May 1, 2015. Seating limited to the first 150.

Registration is required, but event is free of charge for  
Central Florida Youth Providers and Employers (valued at \$75.)

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**Thank You to Our Sponsors.**

