

SOUTH FLORIDA WORKFORCE INVESTMENT BOARD

YOUTH COUNCIL MEETING

**Thursday, February 26, 2009
8:00 A.M.**

Doubletree Miami Mart/Airport Hotel and Exhibition Center
711 NW 72nd Avenue
Salon F
Miami, Florida 33126

AGENDA

1. Call to Order and Introductions
2. Approval of Youth Council Meeting Minutes
 - A. June 13, 2008
 - B. August 12, 2008
 - C. September 15, 2008
 - D. October 14, 2008
 - E. December 9, 2008
3. SFWIB Strategic Planning Discussion
4. Recommendation as to Approval of WIA Waiver Requests
5. American Recovery and Reinvestment Act – Summer 2009
6. Youth Performance Measures/Balanced Scorecard Update
7. Cost per Participant and Activities Provided
8. State Monitoring (Audit) Review



2.A

SFWIB - Youth Council

February 26, 2009

Minutes of SFWIB Youth Council Meeting June 13, 2008

South Florida Workforce Investment Board
 Youth Council Meeting
 June 13, 2008, at 1:30 P.M.
 South Florida Workforce Investment Board Headquarters
 7300 Corporate Center Drive, 5th Floor - Conference Room 3
 Miami, Florida 33126

<p>YOUTH COUNCIL MEMBERS IN ATTENDANCE</p> <ol style="list-style-type: none"> 1. Clarence Brown 2. Gilda Ferradaz 3. Fred Frost 4. Regina Giles, <i>Chairperson</i> 5. Dr. Donna Jennings 6. Alex Rodriguez-Roig 7. Pedro Rodriguez <p>OTHER SFWIB MEMBERS IN ATTENDANCE</p>	<p>YOUTH COUNCIL MEMBERS NOT IN ATTENDANCE</p> <ol style="list-style-type: none"> 8. Ray Castellanos 9. Jocelyn Davis 10. Rolando Moreno 11. James Morrison 12. Wansley Walters 13. Zahraa Younis <p>SFWIB STAFF</p> <p>Barreau, Raphaelle Beasley, Rick Glancy, Anne Kistner, Ken Morgan, Myria Pierre, Linda Quinones, Dulce Shorter, Pat</p>	<p>OTHER ATTENDEES</p> <p>Cepeda, Margarita, Unidad Daughtrey, Sylvia.-<i>Youth Co-Op, Inc.</i> Ingle, Anthony – <i>Youth Co-Op, Inc.</i> Marti, Sergio-<i>Miami-Dade County Public Schools</i> Martin, Marisol – <i>Youth Co-Op, Inc.</i> Milian, Delia – <i>City of Hialeah</i> Oller, Virama – <i>Transition, Inc.</i> Pichardo, Jorge – <i>Youth Co-Op, Inc.</i> Rabitto, Catherine – <i>Easter Seals</i> Rodriguez, Maria – <i>Youth Co-Op, Inc.</i> Someillan, Ana – <i>AMO</i> Vidal, Monica – <i>Community Coalition, Inc.</i></p>
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Note: Agenda items are listed in the order in which they were discussed.

1. Call to Order and Introductions

Ms. Regina Giles, Youth Council Chairperson, call the meeting to order with introductions of those present. Ms. Giles welcomed newly appointed Miami Dade College representative to the Council, Dr. Donna Jennings who is replacing Dr. Stephanie Etter.

2. Approval of Youth Council Meeting Minutes of:

A. March 18, 2008

B. April 8, 2008

C. May 13, 2008

Fred Frost moved approval of the Youth Council Meeting Minutes of March, 18, 2008, April 8, 2008 and May 13, 2008 as presented. The motion was seconded by Clarence Brown and approved.

3. Summer Youth Employment Update: Work Opportunity Tax Credit (WOTC) Initiative (Information Item)

Rick Beasley, Executive Director of the South Florida Workforce Investment Board asked Myria Morgan, Youth Program Coordinator to present.

Ms. Morgan stated that as the result of the State recognizing the lack of summer youth employment and in an effort to increase the number of employed youth, The Agency for Workforce Innovation (AWI) in collaboration with Workforce Florida, Inc. (WFI), announced a Summer Youth Mentoring and Employment Initiative Program. South Florida Workforce and WorkSource in Jacksonville were chosen as participants to pilot this summer initiative. The program is designed to help youth obtain employment skills as well as meaningful work experience. The initiative encourages local businesses to both employ and mentor youth. While investing valuable time with youth, businesses may qualify for the Federal Work Opportunity Tax Credit (WOTC).

Ms. Morgan called the Council's attention to brochures that were prepared for mass mailing to employers and chambers of commerce to encourage the hiring of youth in our community.

The incentives to private sector employers are provided to encourage them to hire youth from age 16 but not who have not yet reached 18 years of age living in a designated Empowerment Zone within Miami-Dade County and they are: Allapattah/Civic Center area, Florida City, Homestead, Liberty City, Little Havana, Melrose, Overtown, Wynwood, Miami International Airport, areas of the Central Business District and the Seaport. Other areas in which the youth can reside are Opa-Locka, and the Northside/Poinciana Industrial Center areas.

Ms. Morgan informed the Council that after a recent review, the State has changed the maximum tax credit for each youth employed from \$2,400 to \$1,200.

Mr. Beasley praised SFWIB staff for the high quality design of the Brochure which was developed completely in house.

4. Florida International University (FIU) Informal Resolution Conference Update

Mr. Beasley reminded the Council that at its' May 13, 2008, meeting the Council came to a consensus that FIU be permitted additional 30 days to work with SFWIB staff to determine the necessary required documentation to fulfill the due diligence and to provide such documentation to SFWIB. As of June 9, 2008, staff has not received any of the required supporting documentation.

As a result, SFWIB staff recommends FIU be removed from funding consideration and to allocate those funds to existing youth providers under the Children's' Trust Funding. The dollars need to be allocated and used by September 2008.

Clarence Brown moved approval not to fund FIU and to reallocate funds under the Youth Services/TCT funding. The motion was seconded by Pedro Rodriguez and approved.

5. Allocation of Temporary Assistance to Needy Families (TANF) Funds

Mr. Beasley described for the Council the recommendation for the approval of an allocation not to exceed \$185,153.00 in unobligated Temporary Assistance to Needy Families (TANF) funds be allocated to purchase scholarships for Take Stock in Children and the 5,000 Role Models of Excellence Program as follows:

- Take Stock in Children \$92,576.50
- 5,000 Role Models of Excellence \$92,576.50

Mr. Beasley added that the funds would need to be allocated or they will need to be returned to the State.

Pedro Rodriguez asked how many youth would be served. Mr. Beasley responded that staff will have the correct number of youth that will be served at the next meeting.

Clarence Brown moved approval to allocate unobligated TANF funding to Take Stock in Children and 5,000 Role models of Excellence as recommended by staff. The motion was seconded by Alex Rodriguez –Roig and approved.

6. Youth Services RFP Actions

Mr. Beasley reported that on May 20, 2008, a Request for Proposals (RFP) for Youth Services for the period July 1, 2008 through June 30, 2009 was released to the community. A total of 12 agencies responded to the RFP.

Staff reviewed the submissions based on the criteria detailed in the RFP. A total of five agencies were disqualified from consideration for failing to meet the due diligence requirements.

Historically, 80 points was the minimum score for consideration for funding. The results of the proposal review session were that most providers' scores were below the required 80 points. Mr. Beasley blamed the outcome on the short turn around time that was allotted for proposals to be submitted and the short turn around time staff had to review the proposals. Staff wants to ensure that we fund agencies that provide high quality service to this community, and as such the minimum standards will not be lowered.

As a result of the review session findings, staff recommends that the Youth Services RFP be declared a failed procurement, that current provider contracts be extended 3 months and that a revised RFP with new time frames be re-issued to the community.

Fred Frost moved approval of staff recommendations for the Youth Services RFP to be declared a failed procurement. The motion was seconded by Dr. Donna Jennings.

Clarence Brown amended the motion to also include that current provider contracts be extended 3 months so that a revised RFP with new time frames be re-issued to the community. Mr. Frost accepted the amendment which was seconded by Dr. Jennings and approved.

Mr. Beasley reported that SFWIB has applied for two (2) Grants to the US Department of Labor:

- \$2 million in partnership with AWI
- \$1.1 in partnership with Miami Dade County/Department of Corrections

Mr. Beasley announced that in conjunction with the US Conference of Mayors upcoming 76th Annual meeting sponsorship pledges were being sought from SFWIB Board members. The conference was scheduled to take place at the Intercontinental Hotel, here in Miami from June 20 – 24th, 2008.

The meeting adjourned at 2:10pm.



2.B

SFWIB - Youth Council

February 26, 2009

**Minutes of SFWIB Youth Council Meeting
August 12, 2008**

South Florida Workforce Investment Board
Youth Council Meeting
August 12, 2008, at 1:30 P.M.
South Florida Workforce Investment Board Headquarters
7300 Corporate Center Drive, 5th Floor - Conference Room 3
Miami, Florida 33126

YOUTH COUNCIL MEMBERS IN ATTENDANCE	YOUTH COUNCIL MEMBERS NOT IN ATTENDANCE	OTHER ATTENDEES
1. Regina Giles, <i>Chairperson</i> 2. Clarence Brown 3. Donna Jennings 4. Pedro Rodriguez 5. Alex Rodriguez-Roig	6. Ray Castellanos 7. Gilda Ferradaz 8. Fred Frost 9. Rolando Moreno 10. James Morrison 11. Wansley Walters 12. Zahraa Younis	Morales, Martin – <i>Transition, Inc.</i> Mitchell, Carlena – <i>Miami-Dade County Public Schools (MDCPS)</i> Barroso, Lupe – <i>Cuban American National Conference (CANC)</i>
OTHER SFWIB MEMBERS IN ATTENDANCE Edward Margolis, <i>SFWIB Chairperson</i> Carlos Manrique		SFWIB STAFF Beasley, Rick Glancy, Anne Kistner, Ken Morgan, Myria Pierre, Linda

Note: Agenda items are listed in the order in which they were discussed.

1. Call to Order and Introductions

Ms. Regina Giles, Council Chairperson, called the meeting to order at 1:52 p.m. She noted that a quorum had not been achieved, and asked for introductions of those present.

2. Approval of Youth Council Meeting Minutes of June 13, 2008

Ms. Giles noted that as the quorum had not been achieved the minutes could not be approved.

3. Youth Performance Discussion

The Executive Director, Mr. Rick Beasley introduced Youth Programs Director, Ms. Myria Morgan who gave an overview of the performance of the Region's Youth Service Providers, and referred to the table *Youth Program 2007-2008 Year to Date Performance* dated August 6, 2008.

Ms. Morgan noted that the total performance percentages exceeded the standard percentages, although not all Providers attained the standard percentages.

There was discussion concerning ways to improve the performance levels; ways to maintain performance levels; and ways to exceed performance levels.

Ms. Giles asked for a report of

Mr. Beasley recommended that SFWIB decide on meaningful performance measures to measure how effective we are.

Ms. Morgan commented that re-training sessions have been scheduled.

There was discussion regarding the Youth contracts which are not performance based, and methods to rate the effectiveness of the programs.

[Mr. Rodriguez-Roig arrived.]

Mr. Manrique noted that the participants in the Stay-in-School Program do not necessarily graduate because more than test scores are required.

It was noted by Mr. Pedro Rodriguez that currently providers might spend all their funds on one client. He added a recommendation that Service Providers be permitted to remove those youth not achieving so as to make room for motivated youth. He added that the important information is the number of people succeeded in the program, not just the number enrolled.

Mr. Margolis commented that the report shows that SFWIB served a total of 3,200 youth. Mr. Beasley noted various issues to be dealt with and stressed that SFWIB will serve everyone with no “cherry picking.” Mr. Rodriguez-Roig suggested that the proposers need to know that the goal is and have SFWIB discuss with the Providers to establish achievable benchmarks. Ms. Giles noted that the contract should be structured so that at the end of the school year the students who have achieved certain goals are able to perform as a result of SFWIB’s intervention.

Mr. Manrique commented that that process applies to in-school youth, and the Council could consider concentrating on schools that have failed three times, as they are in greatest need.

Mr. Brown commented that if providers have been achieving goals, but they have difficulty with a portion of their responsibility, then that should be part of their performance criteria for payment. We need to prove that actions have been taken so that actions may be measured.

Ms. Giles commented that the contracts must include more substance.

Mr. Beasley noted that rates may be manipulated, but he would like to focus on out-of-school youth, the disabled youth, youth aging out of foster care, and the Department of Juvenile Justice (DJJ). The measures developed would meet the federal requirements. The measures created would align with federal requirements.

Ms. Giles suggested that the Council members meet with staff to clearly delineate ideas regarding performance standards, score cards, specific indicators for success, particularly out-of-school youth, and youth aging out of foster care.

Mr. Beasley responded that a Youth Council workshop would be arranged to include staff, service partners, Council members, and successful participants. Mr. Manrique offered to include school Principals as well.

4. Career Exploration Discussion

Mr. Beasley noted that SFWIB staff would like declare October as October Career Awareness Month and to host several Career Exploration Events during the month of October in communities throughout Miami-Dade County, which would provide career awareness and apprenticeship opportunities to both in and out-of-school youth and Dislocated Workers. A tentative schedule of events will be presented for the Council’s review.

Mr. Beasley added that various career opportunities would be targeted, such as vocational schools, Miami Dade College, training centers, trade organizations, information technology providers, and healthcare organizations. This is an opportunity to market these careers.

Ms. Giles noted that it is the pleasure of the Council.

5. ABC Institute

Mr. Beasley reported that pre-employment apprenticeship programs may be a benefit to SFWIB, and introduced Ms. Ruth Torado of the Associated Builders & Contractors Institute, a non-profit organization. Includes electrical, plumbing, HVAC, sprinkler systems and are funded by Miami Dade College.

Students may attend the pre-employment apprenticeship program for a year for free, but they must pay for their books.

She noted that there are a few youthful offenders in the program who are doing well. There were suggestions to include Dade County Public School students during the day, as well as students from associations the Council members may be involved with.

Mr. Beasley noted that he had conversations with Council member, Mr. Fred Frost, as well as Mr. Bill Riley concerning the construction industry as it relates to career exploration and new career opportunities for dislocated workers.

Mr. Margolis commented that Miami-Dade County is fragmented in the effort to receive funding from the State.

Mr. Beasley commented that not all students go to college and a process is necessary to expose all youth to all options available. Career Centers may refer students to apprenticeship programs.

[Mr. Margolis and Mr. Rodriguez left.]

6. Jobs for Florida Graduates

Mr. Beasley introduced Ms. Heather Beaven, President of Jobs for Florida's Graduates, Inc. and Ms. Coleen Conklin Vice President of Operations, who gave an overview of the Jobs for America's Graduates (JAG) and Jobs for Florida's Graduates (JFG) programs whose mission is to keep young people in school through graduation and provide work-based learning experiences that will lead to career advancement opportunities or to enroll in a postsecondary institution that leads to a rewarding career.. JFG strives to help academically uninvolved students understand the link between educational success and vocational fulfillment, thereby becoming the CEO of their own lives.

Ms. Giles noted that this is her passion.

The meeting adjourned at 3:34pm.



2.C

SFWIB - Youth Council

February 26, 2009

**Minutes of SFWIB Youth Council Meeting
September 15, 2008**

South Florida Workforce Investment Board
Youth Council Meeting
September 15, 2008, at 1:30 P.M.
South Florida Workforce Investment Board Headquarters
7300 Corporate Center Drive, 5th Floor - Conference Room 3
Miami, Florida 33126

<p>YOUTH COUNCIL MEMBERS IN ATTENDANCE</p> <ol style="list-style-type: none"> 1. Regina Giles, <i>Chairperson</i> 2. Clarence Brown 3. Gilda Ferradaz 4. Donna Jennings 5. Rolando Moreno 6. Pedro Rodriguez <p>OTHER SFWIB MEMBERS IN ATTENDANCE</p> <p>YOUTH COUNCIL MEMBERS <u>NOT</u> IN ATTENDANCE</p> <ol style="list-style-type: none"> 7. Ray Castellanos 8. Fred Frost 9. James Morrison 10. Alex Rodriguez-Roig 11. Wansley Walters 12. Zahraa Younis 	<p>OTHER ATTENDEES</p> <p>Barroso, Lupe – <i>Cuban American National Conference (CANC)</i></p> <p>Cepeda-Leonardo, Margarita – <i>Unidad</i></p> <p>Conde, W. – <i>Unidad</i></p> <p>Heit, David E. – <i>Youth Co-op, Inc.</i></p> <p>Ingle, Anthony – <i>Youth Co-op, Inc.</i></p> <p>Marti, Sergio – <i>Miami-Dade County Public Schools</i></p> <p>Menendez, Mirizza – <i>Unidad</i></p> <p>Milian, Dalia – <i>City of Hialeah</i></p> <p>Milian, Delia – <i>City of Hialeah</i></p> <p>Oller, Virama, – <i>Transition, Inc.</i></p> <p>Rabbito, Catherine – <i>Easter Seals</i></p> <p>Rodriguez, Maria – <i>Youth Co-op, Inc.</i></p> <p>Silverstein, Myra – <i>Easter Seals</i></p> <p>Someillon, Ana – <i>Adults Mankind Org.</i></p> <p>Velez, Paulina – <i>Youth Co-op, Inc.</i></p> <p>Walker, Wanda – <i>Community Action Agency</i></p>	<p>SFWIB STAFF</p> <p>Beasley, Rick</p> <p>Alonso, Gustavo</p> <p>Glancy, Anne</p> <p>Kistner, Ken</p> <p>Morgan, Myria</p> <p>Pierre, Linda</p> <p>Quiñones, Dulce</p>
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Note: Agenda items are listed in the order in which they were discussed.

1. Call to Order and Introductions

Ms. Regina Giles, Council Chairperson, called the meeting to order at 1:44 p.m. She noted that a quorum had not been achieved, and asked for introductions of those present.

2. Approval of Youth Council Meeting Minutes of August 12, 2008

Ms. Giles noted that as the quorum had not been achieved the minutes could not be approved.

It was noted by Dr. Donna Jennings that the June 13, 2008, minutes must be corrected by adding “million” on item 6 on page 3, the second bullet. It should read “\$1.1 million in partnership with Miami Dade County/Department of Corrections.”

3. Youth Performance Measures/ Balanced Scorecard

Mr. Beasley noted that at the August 12, 2008, Youth Council meeting, members requested that SFWIB staff research and develop performance measures for the SFWIB youth program, and draft measures were presented for discussion. He introduced Ms. Myria Morgan who presented a summary of the Region's Youth Performance measures definitions and formula sheet.

Ms. Giles noted that discussions had centered on establishing succinct measures for in-school youth and out-of school youth that are simple to understand, and do not include rates, but the actual numbers.

Mr. Beasley commented that for in-school youth there is only one objective and that is to graduate. For the out-of-school youth the goal is to return the person to the program to get a G.E.D. or to enter a drop-out recovery program.

Mr. Clarence Brown asked if there was anything else to consider in attaining a diploma. You must show up, so is attendance tracked. Ms. Morgan responded that attendance information is tracked, and is available to SFWIB to report, although other information must be provided by the partners.

Mr. Brown added that the final goal is graduation, but are interim goals being tracked. Mr. Rodriguez suggested other data to track such as test scores. Ultimate goal is graduation or G.E.D. and these other things are strategies to achieve the goal.

Mr. Brown commented that real numbers should be used and not rates, and SFWIB needs to be able to measure what Youth Providers are doing in case management.

Staff will flesh it out a little more.

4. Career and Technical Initiative -Update

Mr. Beasley informed the Council that at the September 4, 2008, Executive Committee meeting members agreed that the Youth Council would take the lead in developing an awareness campaign for the Career and Technical Education (CTE) initiative.

Based on the State of the Workforce Report, SFWIB in partnership with the Beacon Council, South Florida Unions and South Florida's training partners should develop a number of publications and initiatives that will assist the communities of the South Florida Workforce Region enhance their education transformation around the Career and Technical Education (CTE) needs of their employers. A number of communities are leading the way with new models that reflect what the business community expects—all students should be prepared to enter postsecondary education or the workforce.

The CTE Project & Initiatives Projects Include: hosting a CTE Expo for South Florida Workforce Region; developing CTE publications for the business community and youth; connecting the business community to the National Advisory Committees for the 16 career clusters; and developing a CTE training program for Dislocated Workers and Youth.

Mr. Beasley added that Mr. Edward Margolis, SFWIB Chairperson wanted to encourage Mr. Fred Frost and Dr. Donna Jennings to lead this initiative. Mr. Frost was not present, but Dr. Jennings agreed to work with Mr. Frost on the initiative.

5. Youth Services RFP Actions

Ms. Giles noted that there was no quorum, but there were sufficient Members present for a consensus to move this item to the full Board.

There followed discussion as to the scoring, and the decision that SFWIB would not accept scores lower than 80.

Mr. Beasley offered that the Council could recommend that the lowering of the minimum score be accepted for this particular RFP and he added that the Council could track the performance.

There followed conversation regarding the negative precedent. It was noted that no proposals submitted as a result of the failed RFP had scores of 70 points.

Mr. Brown requested that staff do outreach for populations not being served by SFWIB.

Ms. Giles suggested that a workshop be set up for prospective proposers for future RFPs to encourage more providers to submit.

The meeting adjourned at 1:52 pm.



2.D

SFWIB - Youth Council

February 26, 2009

Minutes of SFWIB Youth Council Meeting
October 14, 2008

South Florida Workforce Investment Board
Youth Council Meeting
October 14, 2008, at 1:30 P.M.
South Florida Workforce Investment Board Headquarters
7300 Corporate Center Drive, 5th Floor - Conference Room 3
Miami, Florida 33126

<p><u>YOUTH COUNCIL MEMBERS IN ATTENDANCE</u></p> <ol style="list-style-type: none"> 1. Gilda Ferradaz 2. Donna Jennings 3. Alex Rodriguez-Roig 	<p><u>YOUTH COUNCIL MEMBERS NOT IN ATTENDANCE</u></p> <ol style="list-style-type: none"> 4. Clarence Brown 5. Regina Giles, <i>Chairperson</i> 6. Fred Frost 7. James Morrison 8. Pedro Rodriguez 9. Zahraa Younis <p><u>OTHER ATTENDEES</u></p> <p>Fletcher, Andrea – <i>Trinity Church</i></p> <p>Heit, David E. – <i>Youth Co-op, Inc.</i></p> <p>Sacasa, Shermmaire – <i>Trinity Church</i></p>	<p><u>SFWIB STAFF</u></p> <p>Beasley, Rick</p> <p>Glancy, Anne</p> <p>Kistner, Ken</p> <p>Morgan, Myria</p> <p>Pierre, Linda</p>
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Note: Agenda items are listed in the order in which they were discussed.

1. Call to Order and Introductions

Mr. Rick Beasley, Executive Director, noted that the quorum had not been achieved, and that the Chair, Ms. Giles, was also unable to attend.

2. Approval of Youth Council Meeting Minutes of June 13, 2008, August 12, 2008, and September 15, 2008

As the quorum had not been achieved the minutes could not be approved.

3. Youth Performance Measures/ Balance Scorecard

There was much discussion on this item.

It was noted that the goal is to prepare the students to be successful and how is SFWIB to measure success. To do that negative outcome measures could be included. Such as including a drop-out rate not more than a particular percent; and possibly a suspension rate of not more than a particular percent; students failing the FCAT not more than a particular percent.

A recommendation was made to use the Miami-Dade Schools graduation rate for 2006-2007 as a base and the benchmark would be to increase the graduation rate by a certain percent. The question was brought up as to which of the A, B, C, or D schools should be selected and it was recommended that the C, D, and F schools be included.

It was requested that the graduation rates by gender for region be provided, not just data from the participating schools.

The comment was made that the process must be explained in more detail, although the outcome measures are fine.

The student's preference for training in an occupation was discussed, and the chance of not completing the training. Discussion followed regarding the need to decide where training dollars should be spent, and to set a funding cap. The question was asked: how is SFWIB to target our funding.

4. Career and Technical Initiative -Update

There was discussion as to arranging additional funding, such as creating a consortium of training providers, and noting that career pathways are important, and what has the greatest positive impact on students.

Discussion followed on the need to decide the occupations to be targeted for training by SFWIB. Will it be on high growth/huge wage occupations, or on jobs like childcare which are high need, but not high wage? There needs to be a return on investment model created. It was noted that the technical education has 16 career clusters focused by education.

It was noted that the local chambers of commerce must be involved, and what their education goals are. It was suggested that short time / real time trainings be considered, as well as working with the Re-entry Council, and the Department of Juvenile Justice. SFWIB must minimize barriers and look at short-time training.

The meeting adjourned at 2:57 pm.



2.

SFWIB - Youth Council

February 26, 2009

**Minutes of SFWIB Youth Council Meeting
December 9, 2008**

South Florida Workforce Investment Board
Youth Council Meeting
December 9, 2008, at 1:30 P.M.
South Florida Workforce Investment Board Headquarters
7300 Corporate Center Drive, 5th Floor - Conference Room 3
Miami, Florida 33126

<u>YOUTH COUNCIL MEMBERS IN ATTENDANCE</u>	<u>OTHER ATTENDEES</u>	<u>SFWIB STAFF</u>
14. Clarence Brown 15. Gilda Ferradaz 16. Donna Jennings <u>YOUTH COUNCIL MEMBERS NOT IN ATTENDANCE</u> 17. Regina Giles, <i>Chairperson</i> 18. Fred Frost 19. James Morrison 20. Pedro Rodriguez 21. Alex Rodriguez-Roig 22. Zahraa Younis	Barroso, Lupe – <i>CANC</i> Farinas, Irene – <i>AMO</i> Heit, David E. – <i>Youth Co-op, Inc.</i> Rodriguez, Maria – <i>Youth Co-op, Inc.</i> Sante, Alicia – <i>Youth Co-op, Inc.</i> Someillan, Ana – <i>AMO</i> Velez, Paulina – <i>Youth Co-op, Inc.</i>	Beasley, Rick Glancy, Anne Kistner, Ken Morgan, Myria Pierre, Linda

Note: Agenda items are listed in the order in which they were discussed.

1. Call to Order and Introductions

Mr. Rick Beasley, Executive Director, noted that the quorum had not been achieved, and that the Chair, Ms. Giles, was also unable to attend. Ms. Gilda Ferradaz chaired the meeting.

2. Approval of Youth Council Meeting Minutes of June 13, 2008, August 12, 2008, September 15, 2008, and October 14, 2008

As the quorum had not been achieved the minutes could not be approved.

3. Recommendation to Approve Youth Balanced Scorecard

Mr. Beasley noted that this item is not yet ready to be implemented.

4. Discussion Items:

4A. Youth Program Flowchart e

Ms. Myria Morgan, Youth Program Manager, explained the flowchart and the measures.

4B. Florida Comprehensive Assessment Test

Mr. Beasley introduced Ms. Myria Morgan who provided information regarding the scoring of the FCAT tests. Mr. Beasley recommended that a representative from the Miami-Dade County Public Schools be invited to make a presentation at a later meeting.

Mr. Margolis added that the focus of SFWIB must be on literacy.

5. Recommendation to Approve In-School Youth Programs Caseloads

Mr. Beasley and Ms. Morgan presented the item.

There was consensus to move the item to the full Board.

6. Recommendation to Approve Out-of School Youth Programs Caseloads

Mr. Beasley and Ms. Morgan presented the item.

There was consensus to move option 1 to the full Board.

7. Florida Association of Postsecondary Schools and Colleges (FAPSC) 2009-Scholarship Program-Discussion

Ms. Morgan presented the item.

8. Florida High School Graduate Rate Report-Discussion

Discussion followed regarding the November 19, 2008, press release from the office of Governor Crist.

9.A. Allocation of In-School Youth Funding – Added Item

Ms. Morgan presented the item.

There was discussion as to how the cost per figures were determined, and Ms. Morgan explained that the proposals were reviewed by SFWIB contracts staff, and the proposed numbers in the proposals were less than the limit in the RFP.

There was consensus to move the item to the full Board with the caveat that staff review the cost per figures to ensure they are reasonable.

9.B. Allocation of Out-of-School Youth Funding – Added Item

There was consensus to move the item to the full Board with the caveat that staff review the cost per figures to ensure they are reasonable.

The meeting adjourned at 3:15 pm.



3.

SFWIB – Youth Council

February 26, 2009

SFWIB Strategic Planning Discussion

Discussion Item

BACKGROUND

SFWIB held its annual Retreat on November 7-8, 2008. The retreat gave members the opportunity to discuss the boards' past accomplishments, priorities, existing strategic work plan and future goals.

At the December 18, 2008, Board meeting, John Metcalf, SFWIB Retreat facilitator provided a presentation on the results of the Board Retreat and highlighted changes made to the SFWIB Strategic Plan.

At its January 6, 2009, meeting, the Executive Committee reviewed and discussed the SFWIB revised Strategic Plan. The Board Chair would like each Committee to take the following actions:

- To define SFWIB success
- Develop recommendations on what areas to target and recommendations for the first three actions to be taken, and
- Including non-SFWIB members to work with their committee.



4.

SFWIB – Youth Council

February 26, 2009

**Recommendation as to the Approval WIA
Waiver Requests**

RECOMMENDATION

SFWIB staff recommends that the Youth Council recommends to the Board the approval of the WIA Waiver requests as set forth below and in the attachment.

BACKGROUND

In response to the Federal Stimulus package, SFWIB staff has researched and developed the attached waiver recommendations to the current Workforce Investment Act (WIA) that are intended to provide flexibility in SFWIB's response to the region's current workforce and economic development issues. The waiver recommendations are intended to promote initiatives that include, but are not limited to:

- An expansion of on-the-job- training assistance,
- Provide for limited financial assistance to small business enterprises,
- Allow for public service employment, and
- Expand availability of services for the region's youth.

If approved, these waiver recommendations may have the stimulative economic effects of providing employers with the tools necessary to sustain their operations and a foundation for increasing employment opportunities, thereby spurring economic growth.

SFWIB staff recommends that the Youth Council recommends to the Board the approval of the WIA Waiver requests as set forth in the attachment.

Attached for the Council's review are the WIA waiver recommendations.

Attachment

SUMMARY OF WAIVER REQUESTS

Part 661 – Statewide and Local Governance of the Workforce Investment System Under Title 1 of the Workforce Investment Act.

Section	Current Language	Proposed Waiver
WIA Sec. 136 / 20 CFR 667.300: What are the reporting requirements for Workforce Investment Act programs?	Performance Accountability System All States and other direct grant recipients must report financial, participant and performance data in accordance with instructions issue by DOL. Required reports must be submitted no more frequently than quarterly within a time period specified in the reporting institutions.	Waiver to allow entrepreneurial training to be provided through state-level grants and local formula dollars with the performance tracked and aggregated at the state level, but not included in local performance calculations.

SUMMARY OF WAIVER REQUESTS

Part 663 – Adult & Dislocated Worker Activities under Title I of the Workforce Investment Act.

Section	Current Language	Proposed Waiver
<p>WIA Sec. 101(31) (B) / 20 CFR 663.710(b):</p> <p>What conditions govern OJT payments to employers?</p>	<p>On-The-Job Training – provides reimbursement to the employer of up to 50 percent of the wage rate of the participant, for extraordinary cost of providing the training and additional supervision related to the training;</p> <p>Employer may be reimbursed up to 50 percent of the wage rate of an OJT participant for the extraordinary costs of providing the training and additional supervision related to the OJT. (WIA sec. 101(31) (B)).</p>	<p>Waiver of WIA section 101(31) (B) to increase the employer reimbursement for on-the-job training for small-and medium-sized businesses. Under the waiver, states will have the flexibility to permit local areas to reimburse the employer for up to 100 percent of the wage rate of participants.</p>
<p>WIA Sec. 101(8)(C) / 20 CFR 663.715(c):</p> <p>What is Customized Training?</p>	<p>Customized Training – for which the employer pays for not less than 50 percent of the training.</p> <p>[Training] for which the employer pays for not less than 50 percent of the cost of the training. (WIA sec. 101(8).)</p>	<p>Waiver of the required 50 percent employer match for customized training at WIA section 101(8) (C). Under the waiver, states will have the flexibility to permit local areas to reimburse the employer for up to 100 percent of the wage rate of participants.</p>

SUMMARY OF WAIVER REQUESTS

Part 664 – Youth Activities under Title 1 of the Workforce Investment Act.

Section	Current Language	Proposed Waiver
<p>WIA Section 129(c)(5) / 20 CFR 664.220:</p> <p>Is there an exception to permit youth who are not low-income individuals to receive youth services?</p>	<p>Exceptions – Not more than 5 percent of participants assisted under this section in each local area may be individuals who do not meet the minimum income criteria to be considered eligible youth, if such individuals are within one or more of the following categories:</p> <p>Yes, up to five percent of youth participants served by youth programs in a local area may be individuals who do not meet the income criterion for eligible youth, provided that they are within one or more of the following categories: (WIA sec 129(c) (5)).</p>	<p>Waiver to increase the exception of youth who may not meet the low income criteria.</p>

SUMMARY OF WAIVER REQUESTS

Part 664 – Youth Activities under Title 1 of the Workforce Investment Act.

Continued

Section	Current Language	Proposed Waiver
<p>WIA Section 101(25)(A) / 20 CFR 664.240</p> <p>May local program use eligibility for free lunches under the National School Lunch Program as a substitute for the income eligibility criteria under Title 1 of WIA?</p>	<p>Receives, or is a member of a family that receives, cash payments under a Federal, State, or local income-based public assistance program.</p> <p>No, the criteria for income eligibility under the National School Lunch Program are not the same as the Act's income eligibility criteria. Therefore, the school lunch list may not be used as a substitute for income eligibility to determine who is eligible for services under the Act.</p>	<p>Waiver to include youth receiving free school lunches under the National School Lunch Program as a substitute for the WIA Title 1 income eligibility criteria.</p>

SUMMARY OF WAIVER REQUESTS

Part 664 – Youth Activities under Title 1 of the Workforce Investment Act.

Continued

Section	Current Language	Proposed Waiver
WIA Section 129(c)(2) / 20 CFR 664.410 Must local programs include each of the ten program elements listed in WIA section 129(c) (2) as options available to youth participants?	<p>Program elements – The programs described in paragraph (1) shall provide elements consisting of –</p> <p>Yes, local programs must make the following services available to youth participants:</p>	<p>Waiver of the requirement that local programs provide each of the ten youth program elements at WIA Section 129(c) (2) as options available to youth participants.</p>
WIA Section 129(c)(2)(I) / 20 CFR 664.600(d) Are Local Boards required to offer summer employment opportunities in the local youth program?	<p>Program Elements – The programs described in paragraph (1) shall provide elements consisting of – (I) follow-up services for not less than 12 months after the completion of participation, as appropriate;</p> <p>The summer youth employment opportunities element is not intended to be a stand-alone program. Local programs should integrate a youth's participation in that element into a comprehensive strategy for addressing the youth's employment and training needs. Youths who participate in summer employment opportunities must be provided with a minimum of twelve months of follow-up services as required in 664.550 [WIA sec. 129(c)(2)(C).</p>	<p>Waiver of the requirements of summer youth employment element as a stand-alone program and 12 month follow-up services element.</p>

SUMMARY OF WAIVER REQUESTS

Part 667 – Administrative Provisions under Title I of the Workforce Investment Act.

Section	Current Language	Proposed Waiver
<p>WIA section 181(e) / 20 CFR 667.262(a):</p> <p>Are employment generating activities, or similar activities, allowable under WIA Title I?</p>	<p>Limitation on use of funds – No funds available under this title shall be used for employment generating activities, economic development activities, investment in revolving loan funds, capitalization of business, investment in contract bidding resource centers, and similar activities that are not directly related to training for eligible individuals under this title. No funds available under subtitle B shall be used for foreign travel.</p> <p>Under WIA section 181(e), WIA Title I funds may not be spent on employment generating activities, economic development, and other similar activities, unless they are related to training for eligible individuals.</p>	<p>Waiver of the limitation on use of funds for capitalization of businesses at WIA Section 181(e) to permit WIA funds to be used to capitalize a small business up to \$5,000.</p>

SUMMARY OF WAIVER REQUESTS

Part 667 – Administrative Provisions under Title I of the Workforce Investment Act.

Continued

Section	Current Language	Proposed Waiver
WIA Section 129(c)(2) / 20 CFR 664.410 Must local programs include each of the ten program elements listed in WIA section 129(c) (2) as options available to youth participants?	<p>No funds available under this title may be used for public service employment except as specifically authorized under this title.</p> <p>Public service employment, except to provide disaster relief employment, as specifically authorized in section 173 (d) of WIA, ((WIA sec.195 (10)).</p>	<p>Waiver of the prohibition on the use of funds for public service employment at WIA Section 195(10).</p>
WIA Section 133(b)(4) / 20 CFR 667.140 Does a Local Board have the authority to transfer between programs?	<p>Transfer Authority – A local board may transfer, if such a transfer is approved by the Governor, not more than 20 percent of the funds allocated to the local area under paragraph (2)(A) or (3), and 20 percent of the funds allocated to the local area under paragraph (2)(B), for a fiscal year between—</p> <p>A local board may transfer up to 20 percent of a program year allocation for adult employment and training activities, and up to 20 percent of a program year allocation for dislocated worker employment and training activities between the two programs.</p>	<p>Waiver to allow local workforce boards to transfer up to 100 percent of a program year allocation for Adult funds and up to 100 percent of a program year allocation for Dislocated Worker funds between the two funding streams.</p>

SUMMARY OF WAIVER REQUESTS

Part 664 – Youth Activities under Title 1 of the Workforce Investment Act.

Section	Current Language	Proposed Waiver
WIA Sections 134(a)(1)(B) and 129(b)	Use of funds for statewide employment and training activities as described in WIA sections 128(a) and 133(a) (1).	Waiver of language that limits the authority to provide the activities identified in WIA Section 134 to the State. Waiver will permit local areas to request the use of up to 100 percent of local area formula allocation funds to provide statewide employment and training activities.



5.

SFWIB – Youth Council

February 26, 2009

**American Recovery and Reinvestment Act –
Summer 2009**

Discussion Item

BACKGROUND

On February 17, 2009, President Barack Obama signed the \$787 billion economic stimulus package, titled the American Recovery and Reinvestment Act, 2009. The package includes \$1.2 billion to create up to one million summer jobs for youth nationwide. Region 23 will receive approximately \$7.7 million dollars to operate a summer youth employment program for youth between the ages of 14 to 24.

To enable SFWIB to effectively and efficiently utilize the stimulus funding to put youth not being served by SFWIB into summer employment, the Youth Council as part of its discussion may wish to consider parameters for the summer youth employment program utilizing the American Recovery and Reinvestment Act funding.

The Youth Council may wish to consider authorizing staff to draft and release an RFP for a 2009 summer youth employment program based on the parameters established by the Youth Council.



6.

SFWIB – Youth Council

February 26, 2009

Youth Performance Measure/ Balanced Scorecard

Discussion Item

BACKGROUND

The purpose of the Region's Youth Balanced Scorecard is to strengthen our youth service delivery system. The youth balanced scorecard provides the performance goals for the Region's youth providers and provide an overall Region performance.

At October 14, 2008, Youth Council meeting, members requested that staff provide additional information on the Region's graduation rates and dropout rates by gender, race, ethnicity and participating schools.

Attached for the Committee's review is the draft Region's Youth performance measures and balanced scorecard.

Attachment

DRAFT
YOUTH PROGRAM PROPOSED PERFORMANCE MEASURES
(BALANCE SCORECARD)

PROCESSES TO ATTAIN OUTCOME MEASURES

OUTCOME MEASURES

Education/Academic Attainment (Credentialing):

Advancing to the next grade level Improve grade point average Increase school attendance Decrease indoor suspensions Decrease outdoor suspensions Prevention of dropping out of school Decrease dropping out of school Provide tutoring Graduate from high school	High School Diploma
Dropout recovery Re-enter adult education program Complete adult education courses Take GED exam Pass GED exam	General Equivalency Diploma (GED)
Enroll in post secondary education Complete preparatory coursework Maintain grade point average Attend classes regularly Remain in post secondary Complete post secondary	Associates/Bachelors Degree
Enroll in post secondary education Enroll in career and technical education Maintain grade point average Attend classes regularly Remain in classes/school Complete training	Post Secondary Certificates/Licenses/ Career/Technical/Occupational Skills

Employment Attainment:

Complete pre-requisites for obtaining employment: Work readiness skills Participate in work based opportunities: Internships, work experience, job shadowing, apprenticeships, job referrals, job interviews, follow ups Support services: transportation	Job Placement
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Retention Attainment:

Job Placement in area of participant’s interest Pass employment probationary period Maintain nine months of employment Provide support services: counseling, follow ups Employer contact Career counseling	Job Retention
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Earnings Attainment:

Job referrals to positions above minimum wage Job placement at an hourly wage of \$_____ Job advancement to another position Support services: counseling, follow ups	Wages
Upgrade workforce skills Remain on job Job advancement Career counseling Support services: counseling, follow ups	Increased Wages



7.

SFWIB – Youth Council

February 26, 2009

Cost per Participant and Activities Provided

Informational Item

BACKGROUND

At the December 9, 2008 Youth Council Committee Meeting, members discussed the in-school and out of school youth program allocations. Members of the Youth Council voiced some concerns about the cost per participant for the in-school and out-of-school youth programs and requested staff to provide information detailing the activities/services provided to youth per each youth partner.

The attached chart details the cost per participant and the activities provided for the in-school and out-of-school youth programs.

Attachment

ACTIVITIES PROVIDED TO YOUTH PER YOUTH PARTNER
OUT-OF-SCHOOL AND IN-SCHOOL YOUTH PROGRAMS

PROGRAM YEAR -- JANUARY 1, 2009 THROUGH JUNE 30, 2009

OUT-OF-SCHOOL PROGRAM	Allocation	Number of Youth to be Served Per Contract	Cost Per Youth	Internships Summer	Internships Year Round	Work Experience Summer	Work Experience Year Round	Employability Skills/Work Readiness	Work Maturity Skills	Career Exploration/ Awareness/ Development	Leadership Development	Mentoring Adult	Mentoring Peer	Life Skills	Financial Literacy	Tutoring/ Academic Support/ Remediation	Incentives Bonuses	Snacks	Community Service Projects	Work-shops	GED Preparation/ Testing	Training Vouchers	Training Related (Book, Supplies, Etc.)	Bus Passes/ Gas Cards	Uniforms/ Clothing	Child Care	Field Trips	Parent Support Activities	Guest Speakers	Outdoor Sport Activities	Industry Focus Classes	Counseling/ Assessment/ Testing/	Referrals Jobs/ Social Agencies/	Follow-Up Activities				
AMO	\$428,605	327	\$1,311	X	X	X		X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X			X	X			X	X	X				
CITY OF HIALEAH	\$196,336	202	\$972			X		X	X	X						X				X		X		X	X	X		X	X			X		X				
GMSC	\$150,505	191	\$788			X	X	X	X	X	X					X				X	X	X	X									X		X				
TRANSITION	\$259,393	200	\$1,297					X	X	X		X		X		X		X		X	X			X								X	X	X				
YOUTH CO-OP HOMESTEAD	\$645,528	528	\$1,223	X	X	X	X	X	X	X	X	X				X	X	X	X	X	X	X	X	X		X	X	X	X	X	X	X	X		X			
YOUTH CO-OP LITTLE HAVANA	\$509,820	417	\$1,223	X	X	X	X	X	X	X	X	X				X	X	X	X	X	X	X	X	X		X	X	X	X	X	X	X	X		X			
YOUTH CO-OP MONROE	\$111,460	30	\$3,715	X	X	X	X	X	X	X	X	X				X	X	X	X	X	X	X	X	X		X	X	X	X	X	X	X	X		X			
Sub-total	\$2,301,647	1,895	\$1,215																																			

IN-SCHOOL PROGRAM	Allocation	Number of Youth to be Served Per Contract	Cost Per Youth	Internships Summer	Internships Year Round	Work Experience/ Job Shadowing Summer	Work Experience Year Round	Employability Skills/Work Readiness	Work Maturity Skills	Career Exploration/ Awareness/ Development	Leadership Development	Mentoring Adult	Mentoring Peer	Life Skills	Financial Literacy	Tutoring/ Academic Support/ Remediation	Incentives Bonuses	FCAT Tutoring	Community Service Projects	Work-shops	Subject Matter/ Homework/ Academic Assistance	Youth Meetings After School	Social Skill Classes	Bus/ Tokens Passes	Uniforms/ Clothing	Field Trips	Parent Support Activities	Guest Speakers	Outdoor Sport Activities	Industry Focus Classes	Entrepre-neural Classes	Counseling/ Assessment/ Testing/	Referrals Jobs/ Social Agencies/	Computer Classes	Year End Ceremony	Follow-Up Activities		
AMO	\$441,256	500	\$883	X	X	X		X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X		X	X	X					X	X		X	X	
CITY OF HIALEAH	\$112,612	85	\$1,325			X		X	X	X						X	X			X							X					X				X		
CANC	\$148,685	250	\$595			X		X	X	X		X	X	X		X		X		X		X										X		X		X		
TRANSITION	\$93,774	157	\$597					X	X	X			X	X		X				X	X	X		X								X	X			X		
UNIDAD OF MIAMI BEACH	\$234,806	274	\$857			X		X	X	X	X					X				X			X		X	X	X	X				X			X	X		
YOUTH CO-OP DADE	\$458,996	550	\$835	X	X	X	X	X	X	X	X	X				X	X		X	X							X	X	X	X	X		X			X		
YOUTH CO-OP MONROE	\$167,190	250	\$669	X	X	X	X	X	X	X	X	X				X	X		X	X							X	X	X	X	X		X			X		
Sub-total	\$1,657,319	2,066	\$802																																			
TOTAL PROGRAM COST PER	\$3,958,966	3,961	\$999	DRAFT - requesting partners to provide review for accuracy of activities provided																																		

DRAFT - requesting partners to provide review for accuracy of activities provided



8.

SFWIB – Youth Council

February 26, 2009

State Audit Review Results

Informational Item

BACKGROUND

The Agency for Workforce Innovation (AWI) during the week of January 12-16, 2009 conducted an on-site monitoring review of the South Florida Workforce Investment Board youth programs. The monitoring consisted of two types of reviews: (1) file validation for information contained in files for youth who have exited the program, (2) quality assurance for information contained in files for youth who are currently participating in the program. A total of 222 youth participant case files were reviewed by the state auditors.

The Workforce Investment Act requires a statewide monitoring system and requires regular oversight and monitoring by each recipient of WIA activities and those of its contractors. The State of Florida's monitoring system provide for annual on-site monitoring reviews of local regions to ensure compliance with the uniform administrative requirements required by WIA and to ensure that established policies to achieve program quality and outcomes meet the objectives of the Act and regulations.

The Preliminary Exit Summary was held on January 16, 2009 and there were no reported findings for the WIA Youth Program. However, some issues were noted and include the following:

- credential attainment date not accurately recorded in the system,
- careless mistakes entered in the reporting system (birthdates, social security numbers)
- follow-up status was not recorded in participant file but was recorded in system
- youth goal attainment documentation was not in file but was recorded in system
- selective service registered and information documented in the participant's case file

This year, the auditors allowed SFWIB youth staff to provide any missing information, update and correct the reporting system with the appropriate documentation as proof of the update and collect any hard copy documentation missing from the youth files that was discovered during the audit review. This new auditing process made it much easier for the youth program to reach the goal of no findings.

All errors were noted by the youth staff. To correct the system issues, SFWIB youth staff conducted a two day training session, February 11-12, 2009, with all partner youth staff. Also, program transmittals will be structured to address the issues and reinforce the correct process for entering data in the system and managing case files to ensure that all the necessary documents are maintained in the youth participant files. Continuous training will be provided to all youth partners, as well as, one-on-one training sessions to individual youth partners.

A copy of the final report will be provided to the Youth Council when it is received by SFWIB.