



SOUTH FLORIDA WORKFORCE INVESTMENT BOARD

YOUTH COUNCIL MEETING

**Thursday, February 18, 2010
8:00 A.M.**

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

AGENDA

1. Call to Order and Introductions
2. Approval of Youth Council Meeting Minutes
 - A. December 17, 2009
3. Discussion - Performance Update
4. Information - ARRA MDCPS Summer Program Update
5. Recommendation as to the Approval of a 2010 ARRA Summer Program
6. Information - Workforce Investment Act Youth Program Audit Review
7. Information - Incentive Award for Serving Youth in Foster Care



2.

SFWIB - Youth Council

February 18, 2010

**Minutes of SFWIB Youth Council Meeting
December 17, 2009**

South Florida Workforce Investment Board
 Youth Council Meeting
 December 17, 2009 at 8:00 A.M.
 Doubletree Miami Mart/Airport Hotel & Exhibition Center
 711 NW 72nd Avenue, Salon A
 Miami, FL 33126

YOUTH COUNCIL MEMBERS IN ATTENDANCE	SFWIB STAFF	OTHER ATTENDEES
1. Giles, Regina (Chair) 2. Brown, Clarence 3. Brown, Willie J. 4. Ferradaz, Gilda (Vice-Chair) 5. Jennings, Donna 6. Scott, Kenneth 7. Talbert, Gregg	Beasley, Rick Edwards, Phillip Howard, Doug Kavehersi, Cheri Kistner, Ken Morgan, Myria	Alvarez, Alex – <i>TSI C</i> Alvarez, Maria – <i>Transition, Inc.</i> Barroso, Lupe – <i>CANC</i> Cardenas, Rosa - <i>AMO</i> Castillo, Alicia - <i>A.M.O.</i> Davis-Raiford, Lucia – <i>M-DC/OFEP</i> Dorsett, Deborah – <i>GMSC</i> Farinas, Irene – <i>A.M.O.</i> Heit, David - <i>Youth Co-Op, Inc.</i> Hernandez, Ana – <i>AMO</i> Mardi, Angela – <i>Jackson</i> <i>Pierce/Cornerstone Solution</i> Marti, Sergio – <i>Miami-Dade County Public</i> <i>Schools</i> Martin, Marisol - <i>Youth Co-Op, Inc.</i> Milian, Dalia – <i>City of Hialeah</i> Nunez, Guadalupe – <i>Community Coalition,</i> <i>Inc.</i> Oller, Virama – <i>Transition, Inc.</i> Salazar, Carlos – <i>Community Coalition, Inc.</i> Scott, Kenny – <i>AFL-CIO</i> Smith, Sharon – <i>M-DC/OFEP</i> Someillan, Ana - <i>AMO</i> Valle, Gabriela - <i>CANC</i>
YOUTH COUNCIL MEMBERS NOT IN ATTENDANCE		
8. Rodriguez-Roig, Alex 9. West, Alvin		

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

1. Call to Order and Introductions

Ms.Gilda Ferradaz, Council Vice-Chair, called the meeting to order at 8:15 am and noted a quorum was achieved.

2. Approval of Youth Council Meeting Minutes of October 15, 2009

Mr. Clarence Brown moved approval of the Youth Council Meeting Minutes of October 15, 2009. The motion was seconded by Willie Brown and the motion carried.

3. Discussion - Performance Update

Ms. Ferradaz introduced Ms. Myria Morgan, Youth Programs Director, who presented the item.

Ms. Morgan reminded the Council Members that at the June 18, 2009 Youth Council Meeting, the Council members approved placing Transition, Inc. on a watch list for the first quarter of the new program year, July 1, 2009 through September 30, 2009, for failing to achieve state and local required performance standards. Similarly, Council members recommended that Adult Mankind Organization be put on the performance watch list for six months of the new program year, July 1, 2009 through December 31, 2009.

At the October 15, 2009 Youth Council Meeting, SFWIB staff was unable to report the performance of both Transition, Inc. and Adult Mankind Organization because the Agency for Workforce Innovation's Monthly Management Report only reported performance for July and August 2009. The attached table provides performance information on Transition, Inc. and Adult Mankind Organization for the period of July 1, 2009 to September 30, 2009 as well as performance information covering the start of the program year to present, July 1, 2009 to November 30, 2009 for each of the Youth Service Providers.

Ms. Morgan reviewed the Youth Performance report and called the Council's attention to 3 Providers that were under performing under the Younger Youth category:

Adult Mankind Organization: 1% below standard
Greater Miami Service Corp: 10% below standard
Transition, Inc.: 40% below standard

Ms. Morgan stated that the Council needs to give instruction to staff on how to proceed with the underperformance of Transition, Inc.

Ms. Ferradaz requested an explanation from representatives of Transition, Inc. present at the meeting.

Ms. Virama Oller, Executive Director of Transition, Inc. addressed the Council and stated that, it was true that they were lagging behind on the performance, but they have made improvements. They were serving offender younger youth, which was a very difficult population to serve. In addition, as it had been explained in the past, a lot of Transition, Inc. staff is new. Due to the way the program is set up, most of the cases were on a voluntary basis and some of the customers came in and out of the program. Ms. Oller added that they are having problems with 9 of the cases.

Mr. Clarence Brown asked SFW staff how other Providers, or even Transition performed serving the same population in the past. Staff responded that the population was hard to serve. In the past, Transition, has achieved the standard. Unfortunately, it was lagging behind on this particular group.

Ms. Ferradaz asked Ms. Oller if she felt confident Transition, Inc. will be able to increase their performance. Ms. Oller stated that Transition, Inc. was working diligently to raise their performance and they felt confident they will reach the standard.

Mr. Gregg Talbert asked if Transition, Inc. was monitored to check on their progress. SFW staff responded in the affirmative and it was also working diligently with the Provider to help them with the process.

[Regina Giles arrived at the meeting]

Ms. Ferradaz brought Ms. Giles up to date under Item 3. Ms. Ferradaz passed the Chair to Ms. Giles.

Ms. Regina Giles, Chairperson of the Youth Council thanked Ms. Ferradaz for covering until her arrival. Ms. Giles asked the members how they wanted to proceed with Transition, Inc.

Mr. Gregg Talbert moved for Transition, Inc. be allowed to continue working and remain on the watch list for an additional 3 months. The motion was seconded by Mr. Willie Brown and the motion carried.

4. Recommendation as to Approval of Youth Policy for Quality Assurance and Monitoring

Ms. Morgan reminded the members that at the October 15, 2009 Youth Council Meeting, the Council members reviewed and discussed the Quality Assurance Youth Review Summary Report for Program Year 2008-2009 (PY 08-09). The Report detailed programmatic activities of Youth Service Providers' processes for in-school and out-of-school youth programs. Specifically, the Report included a summary of the high points and low points of the Quality Assurance Review, a matrix laying out all findings by Service Provider and an overall regional error rate.

As a result of the Youth Review Summary Report, a Youth Policy for Quality Assurance and Monitoring of Service Providers was developed. The policy lays out the quality assurance/monitoring procedures and the corrective action process.

SFWIB staff amended the Quality Assurance Policy to reflect the concerns of Youth Council members, as it appeared within the agenda item. SFWIB staff recommends the approval of the revised Youth Policy for Quality Assurance and Monitoring to Youth Council members.

Ms. Morgan introduced Doug Howard, SFWIB Quality Assurance Coordinator who would be in charge of the actual monitoring of the Providers.

After a lengthy discussion on the revised proposed Policy, Ms. Gilda Ferradaz moved approval of the revised Youth Policy for Quality Assurance and monitoring as described by staff. The motion was seconded by Clarence Brown and the motion carried.

5. Information – ARRA 2009 Summer Youth Employment Program Audit Reviews

Ms. Morgan described the ARRA 2009 Summer Youth Employment Program Audit Reviews of SFWIB Summer Youth Employment Program as follows:

A. Department of Labor – Employment & Training Administration

The U.S. Department of Labor's Employment and Training Administration conducted an on-site monitoring review of SFWIB Summer Youth Employment Program on July 31, 2009. The purpose of the review was to ensure that all necessary programmatic components were in place to operate a successful summer youth program. The review was limited to reviewing summer program activities funded with Recovery Act dollars.

B. Agency for Workforce Innovation

In addition, the Agency for Workforce Innovation (AWI) conducted an on-site monitoring review of SFWIB Summer Youth Employment Program during the week of August 24-28, 2009. The monitoring consisted of two categories of review: (1) quality assurance for information contained in the youth files and (2) summer worksite visits. A total of fifty youth files were reviewed and four worksites visited.

The AWI auditors allowed SFWIB youth staff to provide any missing information from the participant files, update and correct the State's 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. The auditing process made it easier for the summer program to reach its goal of no findings. However, there was one finding in the report, which SFWIB youth staff corrected before the exit interview occurred. There were nine systemic issues, which were detailed within the agenda item.

6. Discussion – ARRA 2009 Summer Youth Employment Program Update

Ms. Morgan provided an update on the ARRA 2009 Summer Youth Employment Program end of program statistics as follows:

Youth Contracted to be Served = 3,432

Younger Youth = 1,622

Older Youth = 1,810

Ms. Morgan stated that one of the goals of the Summer Program was to have employers hire (older) Summer Youth after the Summer Program. Thus far reported have only been 13, but staff is inquiring to make sure all have been reported.

Dr. Donna Jennings asked how providers/organizations receive funding for the Summer Program. Ms. Morgan responded that they are funded at a certain level, and they receive funding on a cost reimbursement basis.

Mr. Rick Beasley, Executive Director clarified providers are not awarded funding up-front. They are reimbursed on a cost reimbursement basis, according to what was spent. Dr. Jennings asked how much funding was spent thus far. Mr. Beasley responded that there is about \$3.6 million left, out of \$7.2 million, so about ½ the funds have been spent.

7. Information – Issues Encountered with 2009 ARRA MDCPS Summer Youth Employment Program

Ms. Morgan reported on pending issues of concern with Miami-Dade County Public Schools Summer Program as described within the agenda item. A meeting was held on November 18, 2009 between members of SFW staff, representatives of MDCPS and SFWIB Finance Chairperson, Obdulio Piedra. At the meeting it was agreed that MDCPS would be granted a no cost extension, to March, 2010. SFW agreed to work with MDCPS to resolve as many outstanding issues as possible. Once the process is finalized, a full report will be provided to the Council.

Mr. Beasley added that a few meetings were held with MDCPS in reference to this issue. About \$1 million had been disallowed. MDCPS sent a letter to SFW requesting additional funding from participant cost to be transferred to programmatic costs, to cover their overage. That letter had not been responded to and staff needs the guidance from the Council. Staff reviewed 144 participant files and of those, about 61 files were never appropriately deemed eligible for the program (42.4%); also of the 144 files, 113 files could easily be considered disallowable due to documentation that was incomplete and unsigned (78.5%). The issues varied but they covered a range of problems such as; programmatic issues, incorrect data, lack of documentation, back-up, etc. SFW Staff has been working with MDCPS to help them clear as many issues as possible.

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documentation, back-up, etc. SFW Staff has been working with MDCPS to help them clear as many issues as possible.

Ms. Giles voiced her concern with the outcome reported. Ms. Giles stated that she could not imagine an independent provider performing at such a low level. It goes against the standards the Council wanted to achieve.

Mr. Beasley stated that the Council's guidance will be needed with the balance of \$3.6 million that needs to be allocated and staff will not recommend funding MDCPS any additional funds; instead it should be awarded to providers that achieved at a satisfactory level.

Ms. Giles requested Item 10 be presented next.

10. Recommendation as to the Approval of the Phoenix Internship Project to Serve Youth with Disabilities

Ms. Morgan described the recommendation for the Youth Council to approve the allocation of youth funds in the amount not to exceed \$135,461 for the period January 1, 2010 to June 30, 2010 to Youth Co-Op, Inc. to support the Phoenix Internship Project, which will serve young adults between the ages of 18-21 with disabilities as a pilot project.

Miami-Dade County and FIU will partner with SFWIB and Youth Co-Op, Inc. to support this pilot project that will provide services to 10 – 15 young adults with meaningful, structured work experience and develop sustainable employment opportunities while providing valuable work readiness skills and tangible workplace experience. Qualified applicants may earn up to \$12.00 per hour and must be able to commit to 25 hours per week for one semester (approximately 16 weeks).

Ms. Gilda Ferradaz moved approval of the recommendation to approve the Phoenix Internship Project to serve youth with disabilities. The motion was seconded by Mr. Kenneth Scott and the motion carried.

9. Discussion – MDCPS Public Safety Services Academy

Ms. Morgan informed the Council that due to the financial, quality assurance, and programmatic concerns described in Item 7 of this day's agenda, Issues Encountered with 2009 ARRA MDCPS Summer Youth Employment Program, SFWIB staff is requesting guidance from the Youth Council as to whether SFWIB ought to proceed with partnering with MDCPS on the Public Safety Services Academy Project as described below:

As the Council might recall, at the June 18, 2009 1 Meeting, the Council approved and recommended to the Board the approval to allocate youth program funding in the amount not to exceed \$168,000 for the period of July 1, 2009 to June 30, 2010 to Miami-Dade County Public Schools (MDCPS).

The Public Safety Services Academy is scheduled to commence in Program Year 2009-2010. The pilot program will target a total of 70 ninth graders, 35 at Miami Southridge Senior High School (in the Cutler Bay area) and 35 at William H. Turner Technical Arts High School (in the central Miami area). The goal of the program is to facilitate a ready entry-level workforce for positions as public service aides, fire fighter cadets and correction service aides.

Miami-Dade County will partner with SFWIB to support the pilot program by contributing an estimated \$262,000.

The Public Safety Services Academy will partner with Miami-Dade Police Department, Miami-Dade County Department of Corrections and Miami-Dade County Fire Rescue Department to provide an enhanced curriculum (over four years) that will include: creating a school-to-work program that is a combination of education and training; implementing a curriculum that meets departmental academy requirements; providing a learning

environment to meet the needs of the workplace, including internships; and establishing a community-based employment feeder program from school-to-work (entry level) to careers (law enforcement/corrections).

On November 12, 2009, SFWIB staff notified MDCPS staff involved in coordinating the Public Safety Services Academy Project that SFWIB is not ready to begin the contract process for the Public Safety Services Academy Project.

Ms. Giles asked for the Council's input on this issue. Ms. Ferradaz asked why it has taken so long for the program to get started. Mr. Beasley responded that the academy was not ready.

Mr. Clarence Brown stated that he remembered the presentation made by the Public Safety Services Academy for the program and he was impressed and he was looking forward to see the outcome of the project. It was his recommendation the Council move forward with the project.

Ms. Ferradaz stated that she liked the fact Miami-Dade County will partner with SFWIB to support the pilot program by contributing an estimated \$262,000.

Ms. Giles stated that she was very upset in reference to the problems with the implementation of the Summer Program, but recommends moving forward since there were many entities involved. It was therefore the consensus of the Council to continue with the partnership with MDCPS for the implementation of the Phoenix Internship Project to Serve Youth with Disabilities.

10. Presentation – Take Stock in Children

Mr. Alex Alvarez of Take Stock in Children addressed the Council on the allocation of \$450,000 on TANF funds to support MDC's Take Stock in Children (TSIC) and Five Thousand Role Models of Excellence programs approved by the Youth Council at its meeting of October 15, 2009. Mr. Alvarez described the process the students go through to earn credits and finish high school earlier and the achievements they have accomplished with the program.

Ms. Giles thanked Mr. Alvarez for the presentation, and members of the Council for their attendance. There being no other matters to be discussed the meeting was adjourned.



3.

SFWIB – Youth Council

February 18, 2009

**Discussion – Performance Update for
Transition, Inc. and Adults Mankind
Organization Inc. (AMOR)**

Discussion Item

BACKGROUND

At the June 18, 2009, Youth Council Meeting, the Council members approved placing Transition, Inc. on a watch list for the First Quarter of the new program year, July 1, 2009 through September 30, 2009, for failing to achieve state and local required performance standards. Similarly, Council members recommended that Adults Mankind Organization Inc. (AMOR) be put on the performance watch list for six months of the new program year, July 1, 2009 through December 31, 2009.

At the October 15, 2009, Youth Council Meeting, SFWIB staff was unable to provide a report upon the performance of both Transition, Inc. and Adults Mankind Organization Inc.(AMOR) because the Agency for Workforce Innovation's Monthly Management Report only documented performance for July and August 2009. The attached table provides performance information for Transition, Inc. and Adults Mankind Organization, Inc.(AMOR) for the period of July 1, 2009 to September 30, 2009 as well as performance information covering the start of the program year to present, July 1, 2009 to November 30, 2009 for each of the Youth Service Providers.

At the December 17, 2009, Youth Council Meeting, Council members agreed to permit Transition, Inc. to continue working but remain on the performance watch list for an additional three months (January 2010, February 2010 and March 2010).

Attachment

Youth Performance Report

Report Range: July 1, 2009 - December 31, 2009

PARTNERS	In-School Youth - Who Exit the Program: Obtained Employment, Entered Military, Post-Secondary or Trade School			Out-of-School Youth - Who Exit the Program: Obtained Employment, Entered Military, Post-Secondary or Trade School			Younger Youth - Who Increased Reading, Math, Language thru TABE Test, Occupational or Work Readiness Skills			Younger Youth - Who Exit the Program: Obtained Employment, Entered Military, Post-Secondary or Trade School		
	Performance 7/1 - 12/31	Standard 90%	Variance	Performance 7/1 - 12/31	Standard 90%	Variance	Performance 7/1 - 12/31	Standard 80%	Variance	Performance 7/1 - 12/31	Standard 90%	Variance
In-School												
Adult Mankind Organization	100%	90%		N/A	90%		87%	80%		100%	90%	
City of Hialeah	94%	90%		N/A	90%		97%	80%		94%	90%	
Cuban American National Council	100%	90%		N/A	90%		87%	80%		100%	90%	
Youth Co-Op Monroe	100%	90%		N/A	90%		93%	80%		100%	90%	
Transition	100%	90%		N/A	90%		76%	80%	-4%		90%	
Unidad Miami Beach	90%	90%		N/A	90%		81%	80%		90%	90%	
Youth Co-Op	100%	90%		N/A	90%		93%	80%		100%	90%	
Out-of-School												
Adult Mankind Organization	100%	90%		100%	90%		95%	80%		100%	90%	
Youth Co-Op Monroe		90%			90%		100%	80%			90%	
Greater Miami Service Corps		90%			90%		87%	80%			90%	
Hialeah Downtown	100%	90%		100%	90%		90%	80%		100%	90%	
Transition		90%			90%		100%	80%			90%	
Youth Co-Op Homestead	100%	90%		100%	90%		91%	80%		100%	90%	
Youth Co-Op Little Havana	100%	90%		100%	90%		91%	80%		100%	90%	
Career Centers												
Hialeah Gardens	N/A	90%			90%		N/A	80%		N/A	90%	
Hialeah Downtown	N/A	90%			90%		N/A	80%		N/A	90%	
Northside	N/A	90%		100%	90%		N/A	80%		N/A	90%	
Perrine	N/A	90%			90%		N/A	80%		N/A	90%	
North Miami Beach	N/A	90%		100%	90%		N/A	80%		N/A	90%	
Miami Beach	N/A	90%		100%	90%		N/A	80%		N/A	90%	
Homestead	N/A	90%		100%	90%		N/A	80%		N/A	90%	
Little Havana	N/A	90%			90%		N/A	80%		N/A	90%	
Miami Downtown	N/A	90%			90%		N/A	80%		N/A	90%	
Carol City	N/A	90%			90%		N/A	80%		N/A	90%	
West Dade	N/A	90%		100%	90%		N/A	80%		N/A	90%	
Monroe County	N/A	90%			90%		N/A	80%		N/A	90%	
Performance of Current Partners	97%	90%		100%	90%		90%	80%		98%	90%	

Blank Cells represent no data due to be calculated during time frame...

Youth Performance Report

Report Range: July 1, 2009 - December 31, 2009

	In-School Youth - Who Exit the Program: Obtained Employment, Entered Military, Post-Secondary or Trade School			Out-of-School Youth - Who Exit the Program: Obtained Employment, Entered Military, Post-Secondary or Trade School			Younger Youth - Who Increased Reading, Math, Language thru TABE Test, Occupational or Work Readiness Skills			Younger Youth - Who Exit the Program: Obtained Employment, Entered Military, Post-Secondary or Trade School		
	Performance 7/1 - 12/31	Standard 90%	Variance	Performance 7/1 - 12/31	Standard 90%	Variance	Performance 7/1 - 12/31	Standard 80%	Variance	Performance 7/1 - 12/31	Standard 90%	Variance
PARTNERS												

Files transfers from youth providers who are no longer in existence. Files were transferred to current youth providers...

AMO Youth Xfers	100%	90%		100%	90%		6%	80%	-72%	100%	90%
CANC Youth Xfers	50%	90%	-40%		90%		27%	80%	-53%	100%	90%
City of Hialeah Youth Xfers		90%			90%			80%			90%
GMSC Youth Xfers		90%			90%		43%	80%	-66%		90%
UNIDAD Youth Xfers	100%	90%			90%		1%	80%	-79%	100%	90%
YCO Youth Xfers	100%	90%		92%	90%		10%	80%	-70%	96%	90%
Performance of Transferred Cases	90%	90%		90%	90%		45%	80%	-35%	95%	90%

Blank Cells represent no data due to be calculated during time frame...

Performance of Current Providers	97%	90%		100%	90%		90%	80%		98%	90%
Performance of Transferred Cases	90%	90%		90%	90%		45%	80%	-35%	95%	90%
TOTAL PERCENTAGES	95%	90%		98%	90%		71%	80%	-9%	96%	90%



4.

SFWIB – Youth Council

February 18, 2010

Information – ARRA MDCPS Summer Program Update

Informational

BACKGROUND

On November 18, 2009, SFWIB staff met with Miami-Dade County Public Schools (MDCPS) staff to discuss a report pertinent to the 2009 ARRA Summer Youth Employment Program. The report outlined invoicing, quality assurance and programmatic issues. As a result of the meeting, MDCPS received a no-cost extension to their summer contract. SFWIB staff is working with MDCPS staff to resolve outstanding issues.

On December 8, 2009, MDCPS submitted a response letter to SFWIB proposing steps to address the issues and deficiencies reported during the quality assurance monitoring review and prior SFWIB management staff discussions. The attached letter details MDCPS response, including proposed steps.

On December 31, 2009, SFWIB sent a letter to MDCPS responding to their proposed requests. The attached letter details SFWIB's agreement to four of the proposals.

SFWIB staff continues to work with MDCPS to resolve outstanding issues pertaining to programmatic file documentation and fiscal issues.

SFWIB assigned six staff-members to conduct the pre-assessment file review of the over 2,700 youth case files and provided copies of the monitoring review tool to MDCPS for each youth file reviewed. To date, approximately 90% of the youth case files have been reviewed by SFWIB staff.

At the next Youth Council meeting, staff will present a follow-up report to the resolution of the individual issues.

Attachments



Miami-Dade County Public Schools

giving our students the world

Superintendent of Schools
Alberto M. Carvalho

Miami-Dade County School Board
Dr. Solomon C. Stinson, Chair
Pera Tabares Hantman, Vice Chair
Agustin J. Barrera
Renier Diaz de la Portilla
Dr. Lawrence S. Feldman
Dr. Wilbert "Tee" Holloway
Dr. Martin Stewart Karp
Ana Rivas Logan
Dr. Marta Pérez

December 8, 2009

Mr. Rick Beasley, Executive Director
South Florida Workforce Investment Board
7300 Corporate Center Drive, Suite 500
Miami, FL 33126

**RE: AMERICAN RECOVERY AND REINVESTMENT ACT (ARRA) OF 2009 –
SUMMER YOUTH EMPLOYMENT PROGRAM, QUALITY ASSURANCE
MONITORING REPORT, MIAMI-DADE COUNTY PUBLIC SCHOOLS,
NOVEMBER 6, 2009**

Dear Mr. Beasley:

This letter serves to confirm receipt of the American Recovery and Reinvestment Act (ARRA) of 2009 – Summer Youth Employment Program, Quality Assurance Monitoring Report for Miami-Dade County Public Schools (M-DCPS), dated November 6, 2009.

We value the support your staff provided to District staff during the monitoring review process and follow-up management discussions, and clearly understand the importance of our agencies' continued collaboration in addressing the issues and deficiencies reported. To that end, the following steps are being proposed:

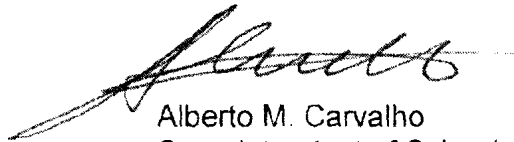
- Approval by South Florida Workforce (SFW) of a ninety (90) day, no-cost extension through March 1, 2010, in order to complete a thorough review of the 2,700 student files;
- Provision of full-time, on-site technical assistance to M-DCPS by four (4) SFW's Quality Assurance Specialists to conduct pre- and post-assessment reviews of the 2,700 student files (We are requesting this assistance throughout the duration of the no-cost extension period);
- Completion of a file pre-review tool for each youth participant file by SFW's Quality Assurance Specialists, as mentioned above;
- Allocation of four (4) teachers and twenty (20) Hourly Community Involvement Specialists by M-DCPS to facilitate the completion of student files based on SFW's pre-review findings; and

- Completion of a file post-review by SFW's Quality Assurance Specialists, as mentioned above, upon completion of M-DCPS' efforts to resolve SFW's pre-review findings.

Your favorable response to these requests will afford both SFW and M-DCPS an opportunity to minimize the error rate and to fulfill federal and state compliance requirements associated with this grant.

If you need additional information, please contact Ms. Milagros R. Fornell, Associate Superintendent, Curriculum and Instruction at 305-995-1451, or Dr. Magaly C. Abrahante, Assistant Superintendent, Title I Administration, Early Childhood Programs and Summer Services, at 305-995-1253.

Sincerely,



Alberto M. Carvalho
Superintendent of Schools

AMC:wr
L726 (R1487)

cc: Ms. Milagros R. Fornell
Dr. Magaly C. Abrahante
Ms. Iraida R. Mendez-Cartaya
Dr. Sharrie R. Dean
Mrs. Rhoda O. Shirley

December 31, 2009

Mr. Alberto M. Carvalho
Superintendent of Schools
Miami-Dade County Public Schools
School Board Administration Building
1450 N.E. 2nd Avenue, 912
Miami, Florida 33132

RE: American Recovery and Reinvestment Act (ARRA) of 2009
Summer Youth Employment Program Quality Assurance Monitoring Report

Dear Mr. Carvalho:

This letter serves as confirmation to the receipt of your December 8, 2009 response to the November 6, 2009 SFWIB Quality Assurance Monitoring Report.

In your response letter, M-DCPS proposed several steps in addressing the issues and deficiencies reported during the quality assurance review. To support the proposed steps, SFWIB agrees as follows:

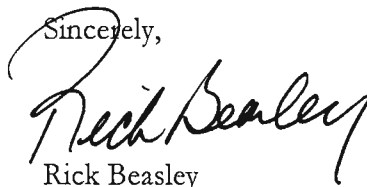
1. To extend the contract for an additional ninety (90) days at no-cost through March 31, 2010 for the purpose of allowing M-DCPS to complete a thorough review of the 2,700 plus summer youth program case files. The contract modification sent to your office on December 18, 2009 and has been returned signed by your designee.
2. To assign four (4) SFWIB staff to conduct a 100% pre-assessment review of the 2,700 plus summer youth case files starting no later than January 11, 2010.
3. To complete and provide M-DCPS staff with a pre-review assessment for each of the summer youth case files mentioned in item number 2.
4. To conduct a post-assessment review based on a statistically valid sample, which will include a minimum of a 10% review of the summer youth case files.

Mr. Alberto M. Carvalho
Miami-Dade County Public Schools
December 31, 2009
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SFWIB is looking forward to a successful resolution of all the issues and deficiencies as stated in the Quality Assurance Monitoring Report. Thank you for your commitment of the additional resources to this effort.

If you need additional information, please contact Douglas Howard, Quality Assurance Coordinator at (305) 594-7615 ext. 226 or Myria E. Morgan, Youth Program Manager at ext 292.

Sincerely,



Rick Beasley
Executive Director
South Florida Workforce Investment Board

Pc: Rhoda Shirley
Magaly C. Abrahante
Iraida R. Mendez-Cartaya
Melissa Latus
Sharrie R. Dean
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5.

SFWIB – Youth Council

February 18, 2010

**Recommendation as to the Approval of
ARRA Summer Program Activities**

RECOMMENDATION

SFWIB staff recommends that the Youth Council recommend to the Board the approval of the 2010 ARRA Youth Summer Employment Program detailed below.

BACKGROUND

On February 17, 2009, President Barack Obama signed an economic stimulus package in the amount of \$787 billion, titled the American Recovery and Reinvestment Act (ARRA). The package included \$1.2 billion to create up to one million summer jobs for youth nationwide. Region 23 received approximately \$7.7 million dollars to operate a summer youth employment program for youth between the ages of 14 to 24. The expenditure of the youth dollars was mandated to be utilized from February 17, 2009 through June 30, 2011.

During the summer of 2009, 2,846 youth participated in the summer youth program in Miami-Dade and Monroe counties. As a result of not enrolling the projected maximum number of youth, summer dollars remain from summer program year 2009, which resulted in SFWIB being able to sponsor a 2010 Summer Youth Employment Program.

To enable SFWIB to effectively and efficiently utilize stimulus funding to put youth not being served by SFWIB into summer employment in 2010, the Youth Council may consider operational parameters for the 2010 Summer Youth Employment Program.

In planning the 2010 summer youth employment program activities, staff offers the following options for the Youth Council's consideration:

- Option 1: Consider the youth providers currently funded by SFWIB to provide 2010 summer employment activities;
- Option 2: Consider SFWIB to operate the 2010 summer employment activities

SFWIB staff recommends the approval of Option 1, that current youth providers operating the Workforce Investment Act funded youth programs provide 2010 summer youth employment activities.

SFWIB staff recommends that the Youth Council recommend to the Board the approval of a 2010 Summer Youth Employment Program through which stimulus funds will be applied to provide youth an opportunity to gain workforce skills.



6.

SFWIB – Youth Council

December 17, 2009

Information – AWI Workforce Investment Act Youth Program Audit Review

Informational

BACKGROUND

The Agency for Workforce Innovation (AWI) conducted an on-site monitoring review of SFWIB Youth Program during the week of January 11-15, 2010. The monitoring consisted of an on-site programmatic quality assurance review detailing information contained in the youth participant files. A total of 23 youth files were reviewed.

The AWI auditors allowed SFWIB youth staff to provide any missing information from the participant files, update and correct the State's 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. The auditing process made it easier for the SFWIB Youth Program to reach its goal of no findings. There were five systemic issues which are detailed in the attached report.

Attachment

WORKFORCE INVESTMENT ACT YOUTH PROGRAM

A total of 23 participant case files were reviewed.

The review did not reveal any findings.

Systemic Issues

1. Issue: Recording Support Services

A few participant case files did not have the supportive services activity recorded in EFM.

Suggestion: Case managers should ensure that when participants are in receipt of supportive services the activity is recorded in EFM. Also, there should be supporting documentation in the file to support the service e.g., copy of gas card, gift card, log, case note etc.

2. Issue: Recording Test Scores

Several participant case files showed that the youth participants were TABE tested and the pre-assessment and post-assessment tool scores were not entered in the State MIS.

Suggestion: Case managers should ensure that once the youth participants are tested, those scores are recorded in the State MIS.

3. Issue: Documentation of Goal Attainments

Several participant cases files revealed that a goal was attained and entered in EFM. However; the case file did not contain documentation of the goal attainment.

Suggestion: Case managers should ensure that documentation of each goal attainment is maintained in the participant's hard copy file. This is important for data validation purposes.

4. Issue: Documentation of Credential Attainment

A participant case file did not contain documentation of the credential attainment recorded in EFM nor was there a case note to support the credential recorded.

Suggestion: Case managers need to ensure that the when recording credentials and information from other sources when the actual credential, transcript etc. is not in place, a case note is entered in EFM and the case note has sufficient information to satisfy the question(s) on the monitoring tool (credential type and attainment date).

5. Issue: Follow-ups

A few participant case files revealed that the 1st, 2nd, and 3rd quarter after exit follow-ups were not conducted timely or as required.

Suggestion: Case managers should ensure that follow-ups are conducted timely for the 1st, 2nd, 3rd and 4th quarters after exit as required. Also, case managers can use the tool in EFM under Manage Follow-up, then click on the WIA Exiters link and select/record the appropriate information in the fields to set the alert to be notified when follow-ups are due.



7.

SFWIB – Youth Council

February 18, 2010

Information – Incentive Award for Serving Youth in Foster Care

Informational

BACKGROUND

As stated in the Employment and Training Administration’s (ETA) New Strategic Vision for the Delivery of Youth Services Under the Workforce Investment Act, the White House’s Task Force on Disadvantaged Youth identifies both Foster Care youth (particularly those who are aging out of Foster Care) and youth in the juvenile justice system as being among the most in need of services.

In 2007, the Workforce Florida, Inc.’s Youth Development Council oversaw the development of a statewide pilot project for a shared services model between participating local regions for juvenile justice and foster care youth. Beginning in July 2007, the two-year pilot project was initiated to encourage regions to “connect” with each other just as local agencies have connected to provide a better network of services to juvenile offenders and youth in foster care, as they are moved from time to time to other regions due to their legal status. The anticipated outcomes include increased levels of service and performance to these populations as well as the development of a transfer and shared services model that could be used with other at-risk populations.

The Council also recommended and WFI Board approved the appropriation of \$250,000 from funds under the discretion of the Youth Development Council for performance incentives for the pilot regions involved in the statewide shared case management pilot and directed Workforce Florida, Inc. staff to work with the Agency of Workforce Innovation and the regions to compose recommended criteria for awarding the incentive funds. The committee recommendations were subsequently approved by the Youth Council and presented to the WFI Board at its May 2008 meeting.

The incentive payment consisted of positive outcomes and increased foster care youth serviced:

▪ Foster Care Positive Outcomes	\$2,783.33
▪ Percentage of Increased Youth Served in Foster Care	\$5,550.00
TOTAL	\$8,333.33

SFWIB staff reviewed the attached chart, which details information regarding the July 2007 – June 2008 Incentives for the Statewide Youth Shared Case Management Pilot Project targeting WIA services to youth in the department of juvenile justice and foster care systems.

Attachment

DRAFT

2008-2009 SHARED CASE MANAGEMENT PILOT DATA

POSITIVE OUTCOME RATES

RWB	RWB NAME	TOTAL PILOT YOUTH EXITERS	TOTAL PILOT YOUTH EXITERS WITH POSITIVE OUTCOME	YTD - YOUTH POSITIVE OUTCOME RATE*	RANKING FOR INCENTIVES	RWB	INCENTIVE AWARDS
01	Escarosa Regional Workforce Board	7	6	86%	*4	1	\$2,783.33
02	Okaloosa-Walton Workforce Board	17	9	53%		2	
03	Chipola Workforce Board	22	15	68%		3	
04	Gulf Coast Workforce Board	7	7	100%	*1	4	\$5,550.00
05	Workforce Plus	4	3	75%		5	
06	North Florida Workforce Board	3	2	67%		6	
07	Florida Crown Workforce Board	4	4	100%	*1	7	\$5,550.00
08	WorkSource	18	16	89%	2	8	\$2,783.33
09	FloridaWorks	1	1	100%	*1	9	\$5,550.00
10	Citrus Levy Marion Workforce Board	11	11	100%	*1	10	\$5,550.00
11	Flagler and Volusia Workforce Board	17	15	88%	3	11	\$2,783.33
12	Workforce Central Florida	47	24	51%		12	
13	Brevard Workforce Board	0				13	
14	WorkNet Pinellas	12	12	100%	*1	14	\$5,550.00
15	Tampa Bay Workforce Alliance	0				15	
16	Pasco Hernando Workforce Board	5	4	80%		16	
17	Polk County Workforce Board	6	5	83%	6	17	\$2,783.33
18	Suncoast Workforce Board	0				18	
19	Heartland Workforce	3	3	100%	*1	19	\$5,550.00
20	Workforce Development Board of the Treas	7	4	57%		20	
21	Palm Beach Workforce Alliance	0				21	
22	Workforce One	26	15	58%		22	
23	South Florida Workforce Board	27	23	85%	5	23	\$2,783.33
24	Southwest Florida Workforce Board	7	6	86%	*4	24	\$2,783.33
							\$49,999.98

Top Quartile	4, 7, 9, 10, 14 and 19 (* all tied for 1st)
Next Quartile	1, 8, 11, 17, 23 and 24 (* 1 and 24 tied for 4th)

* Remained in School is NOT included as a positive outcome.

Note: Regions 13, 15, 18 and 21 did not participate in the DJJ/Foster Care Pilot

Source: Performance, Reporting & Analysis
 One-Stop and Program Support
 Agency for Workforce Innovation

