



## **SOUTH FLORIDA WORKFORCE INVESTMENT BOARD**

### **YOUTH COUNCIL MEETING**

**Thursday, August 16, 2012  
8:00 A.M.**

Doubletree Miami Mart/Airport Hotel and Exhibition Center  
711 NW 72<sup>nd</sup> Avenue  
Miami, Florida 33126

### **AGENDA**

1. Call to Order and Introductions
2. Approval of Youth Council Meeting Minutes
  - A. June 21, 2012
3. Information – 2012 Young Adult Summer Career Pathway Compact Update
4. Information – WIA Youth Program Work Activities PY 2011-2012
5. Discussion – SFWIB Strategic Planning Workshop Update
6. Information – Best Practices for Locating Youth Participants
7. Recommendation as to Approval to Purchase Scholarships for the TSIC & 5000 Role Models of Excellence Programs



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**SFWIB - Youth Council**

**August 16, 2012**

**Minutes of SFWIB Youth Council Meeting,  
June 21, 2012**

South Florida Workforce Investment Board  
 Youth Council Meeting  
 June 21, 2012 8:00 A.M.  
 Doubletree by Hilton Miami Airport Hotel  
 711 N.W. 72nd Ave.  
 Miami, FL 33126

<b>YOUTH COUNCIL MEMBERS IN ATTENDANCE</b>	<b>OTHER ATTENDEES</b>	
1. Brown, Clarence, <i>Chairman</i> 2. Brown, Willie J. 3. Ferradaz, Gilda 4. Scott, Kenneth 5. Talbert, Gregg 6. Walker, Wanda 7. West, Alvin	Buttacavou, Jose – <i>Community Coalition, Inc.</i> Cardinas, Rosa M. – <i>Adult Mankind Organization, Inc (AMO)</i> Castillo, Alicia - <i>Adult Mankind Organization, Inc. (AMO)</i> Clark, R. – <i>Greater Miami Service Corp. (GMSC)</i> Dorsett, Deborah – <i>Greater Miami Service Corp. (GMSC)</i> Farinas, Irene - <i>Adult Mankind Organization, Inc. (AMO)</i> Hernandez, Ana – <i>Adult Mankind Organization, Inc. (AMO)</i> Kos, Claudia – <i>Youth Co-op, Inc.</i>	Martin, Marisol – <i>Youth Co-op, Inc.</i> Mitchell, Carlene – <i>Miami-Dade County Public Schools (M-DCPS)</i> Pichardo, Jorge – <i>Youth Co-Op, Inc.</i> Someillan, Ana – <i>Adult Mankind Organization, Inc. (AMO)</i> Velez, Paula – <i>Youth Co-Op, Inc.</i>
<b>YOUTH COUNCIL MEMBERS NOT IN ATTENDANCE</b>		
8. Jennings, Donna 9. Rodriguez-Roig, Alex		
<b>SFWIB STAFF</b> Morgan, Myria		

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

**1. Call to Order and Introductions**

Council Chairman, Clarence Brown called the meeting to order at 8:23am and asked those present to introduce themselves.

**2. Approval of Youth Council Minutes of April 19, 2012.**

Mr. Willie Brown moved the approval of April 19, 2012 meeting minutes. Motion was seconded by Mr. Kenneth Scott; Motion Passed Unanimously

[Mr. Alvin West Arrived]

### **3. Information – 2012 Young Adult Summer Career Pathway Compact Update**

Mr. Clarence Brown introduced the item and SFWIB Youth Programs Manager, Myria Morgan further presented. She reviewed with the Council the 2012 Career Pathway Compact Young Adult Summer Program report.

Mr. West requested staff provide additional data showing comparison between last year and this year's total registrations. Ms. Morgan explained that the number of youth adult registrations have decreased where as the number of employer registrations have increased compared to last year and noted that the low number of registrations were likely due to the following:

- ✓ The high number of registrants last year, consisting of ages 14-17 years
- ✓ Scheduling conflict with school (summer school/college)
- ✓ The low number of young adult TANF recipient parents

Mr. West recommended staff increase the number of work hours from 160 to 200, as well as increasing the hourly rate from \$10.00 to \$15.00 for the summer program.

Mr. West emphasized the importance of staff ensuring available funds are completely exhausted this year with no carry forward.

After ongoing discussions, the Council requested staff provide information on the following and report back at its next meeting scheduled in August:

- Total number of TANF participants that declined summer employment
- Total number of registrants that weren't eligible; did not meet the minimum requirements

### **4. Information – Youth Contractors Performance**

Mr. Clarence Brown introduced the item. Ms. Myria Morgan further presented and reviewed with the Council the WIA Youth Service Providers Performance table for the period of July 1, 2011 – June 12, 2012. She additionally noted the following:

- In-School Program (Youth Skill Attainment Performance Measure) – Three youth service providers did not meet the 85% standard for this reporting period.
- Out-of-School Program (Youth Skill Attainment Performance Measure) – Two youth service providers did not meet the 85% required standard for this reporting period. However, Ms. Morgan provided a reason for Cuban American Council, Inc.'s low performance for this reporting period. She explained that it was due to the large number of transferred files. She later recommended low performing service providers be placed on a watch list during which staff will work with them to help meet performance.

Mr. Talbert requested staff provide a report showing service providers' performance rates with and without transferred files in order to understand the impact.

Ms. Ferradaz inquired about the process for existing files and Ms. Morgan explained.

Mr. West requested staff identify best practices for locating youth participants.

Mr. Clarence Brown inquired about the 0% listed in the Out-of-School Youth Outcome category for City of North Miami Beach and Ms. Morgan further explained.

**5. Recommendation as to Approval of WIA Youth Employment & Training Services for Program Year 2012 – 2013 of Existing Youth Contractors**

Mr. Clarence Brown introduced the item and Ms. Morgan further presented.

Mr. Alvin West moved the approval of WIA Youth Employment & Training Services for Program Year 2012 – 2013 of Existing Youth Contractors. Motion was seconded by Mr. Kenneth Scott; **Further discussion(s):**

Mr. West requested the final stats and Ms. Morgan responded that it will be available sometime after August 10<sup>th</sup>.

Mr. West recommended extending low performing youth provider contracts to a maximum of three months.

Ms. Ferradaz recommended the renewal be contingent upon performances.

Mr. Clarence Brown recommended staff follow current contracting policy and procedures.

**Original Motion Withdrawn**

A new motion was duly made by Mr. Alvin West to renew youth service contractors that met performances. However, those who did not meet performance will be placed on a watch list for three (3) months and staff will provide an update to the Council at its meeting scheduled in October. Motion was seconded by Mr. Kenneth Scott; **Motion Passed Unanimously**

There being no further discussion to come before the Council, the meeting was adjourned at 9:15am.



3.

**SFWIB - Youth Council**

***August 16, 2012***

**2012 Young Adult Summer Career Pathway  
Compact Update**

**Information Item**

**BACKGROUND**

At the Board's February 16, 2012, meeting, the Board approved allocating up to \$1,498,956 to support the 2012 Summer Young Adult Career Pathway Compact Initiative.

The Young Adult Career Pathway Compact Initiative provides pathways to employment for low income and disconnected young adults. The program's goal is to place approximately 660 young adults with employers in Miami-Dade and Monroe counties.

Attached is a report detailing program referrals and placements for the period of May 1, 2012 through August 10, 2012.

*Attachment*

## 2012 YOUNG ADULT CAREER PATHWAY COMPACT SUMMER PROGRAM

DATE: AUGUST 10, 2012

SERVICE PROVIDER'S CAREER CENTERS	Slots Awarded	YOUNG ADULT ENROLLMENTS			EMPLOYER PLACEMENTS		PROGRAM COMPLETIONS		
		Young Adults Enrolled in Program	Young Adults Needed to Achieve Enrollment	% of Enrollment Achieved	Young Adults Placed at Employer Worksites	% of Placements Achieved	Young Adults Completing Program Hours (160)	Young Adults Dropped Out of Program	% Completing Program Hours
Carol City	51	51	0	100.00%	51	100.00%	47	2	92.16%
City of Hialeah	51	20	31	39.22%	17	33.33%	12	4	23.53%
Hialeah Gardens	44	27	17	61.36%	27	61.36%	22	0	50.00%
Homestead	44	26	18	59.09%	26	59.09%	17	1	38.64%
Little Havana	72	53	19	73.61%	52	72.22%	14	7	19.44%
Miami Beach	44	49	-5	111.36%	48	109.09%	31	8	70.45%
Monroe	44	26	18	59.09%	25	56.82%	8	5	18.18%
North Miami Beach	93	42	51	45.16%	32	34.41%	17	4	18.28%
Northside	119	81	38	68.07%	81	68.07%	51	3	42.86%
Perrine	53	37	16	69.81%	37	69.81%	17	2	32.08%
West Dade	45	26	19	57.78%	24	53.33%	13	2	28.89%
<b>TOTALS</b>	<b>660</b>	<b>438</b>	<b>222</b>	<b>66.36%</b>	<b>420</b>	<b>63.64%</b>	<b>249</b>	<b>38</b>	<b>37.73%</b>



4.

**SFWIB - Youth Council**

***August 16, 2012***

**WIA Youth Program Work Activities PY 2011-12**

**Information Item**

**BACKGROUND**

The out-of-school and in-school year-round youth services providers make available work-related activities to eligible Workforce Investment Act youth program participants. The work-related activities are one of the mandatory components provided to eligible participants.

Attached is a report showing work-related activities during the program year (July 1, 2011 – June 30, 2012), including summer work activities.

*Attachment*

**WORKFORCE INVESTMENT ACT (WIA) YOUTH PROGRAMS -- PAID WORK ACTIVITIES**  
**PROGRAM YEAR - JULY 1, 2011 -- JUNE 30, 2012**

<b>YOUTH CONTRACTORS</b>	<b>SUMMER WORK EXPERIENCE</b>	<b>SUMMER INTERNSHIPS</b>	<b>SUMMER CSI PROJECT</b>	<b>YEAR ROUND INTERNSHIPS</b>	<b>*OTHER PAID WORK ACTIVITIES</b>	<b>TOTALS</b>
<b>IN-SCHOOL YOUTH</b>						
<b>ADULTS MANKIND ORGANIZATION</b>		<b>2</b>	<b>15</b>	<b>54</b>		<b>71</b>
<b>COMMUNITY COALITION</b>	<b>8</b>		<b>8</b>	<b>60</b>	<b>89</b>	<b>165</b>
<b>CUBAN NATIONAL COUNCIL</b>	<b>83</b>	<b>11</b>	<b>1</b>			<b>95</b>
<b>UNIDAD OF MIAMI BEACH</b>	<b>57</b>	<b>27</b>	<b>4</b>			<b>88</b>
<b>YOUTH CO-OP MIAMI-DADE</b>			<b>21</b>	<b>129</b>		<b>150</b>
<b>YOUTH CO-OP MONROE</b>				<b>10</b>		<b>10</b>
<b>TOTALS</b>	<b>148</b>	<b>40</b>	<b>49</b>	<b>253</b>	<b>89</b>	<b>579</b>
<b>OUT-OF-SCHOOL YOUTH</b>						
<b>ADULTS MANKIND ORGANIZATION</b>				<b>31</b>		<b>31</b>
<b>CUBAN NATIONAL COUNCIL</b>				<b>17</b>		<b>17</b>
<b>GREATER MAIMISERVICE CORPS</b>	<b>28</b>			<b>8</b>		<b>36</b>
<b>UNIDAD OF MIAMI BEACH</b>						
<b>YOUTH CO-OP MIAMI-DADE</b>				<b>31</b>		<b>31</b>
<b>YOUTH CO-OP MONROE</b>				<b>6</b>		<b>6</b>
<b>TOTALS</b>	<b>28</b>			<b>93</b>		<b>121</b>
	<b>176</b>	<b>40</b>	<b>49</b>	<b>346</b>	<b>89</b>	<b>700</b>

*\*Received an incentive for program participation*





5.

**SFWIB - Youth Council**

**August 16, 2012**

**SFWIB Strategic Planning Workshop Update**

## Discussion Item

### BACKGROUND

On Saturday, June 2, 2012, the SFWIB held its annual Strategic Planning Workshop at Florida National University. The Strategic Planning Workshop was hosted by Don Upton, President of Fairfield Index, Inc. After four hours of collaboration, the Board reached a consensus on the following six project goals for Program Year 2012-2013:

- Project 1:** Ensure Rapid Response Time is in Place
- Project 2:** Create Employers Advisory Council
- Project 3:** SFWIB Staff Communicates/Collaborates with Key Trade Groups and Associations on Critical Talent Needs and Trends
- Project 4:** The Age 16 to 24 Agenda (“16-24”)
- Project 5:** Raise the Bar/One Stop Performance Consistency
- Project 6:** Brand Agenda

Subsequently, at the July 24, 2012, Executive Committee meeting, it was recommended that each committee develop action items and timeline(s) per project. As such, the following two (2) projects were assigned to the Youth Council:

#### **Project 4: The Age 16 to 24 Agenda (“16-24”)**

**The Case for a Council** – The Youth Council is in a position to evaluate the following: whether Board resources are located in the right places to meet the needs of youth; whether outreach is strategic; whether funding is adequate; and whether services are properly tailored to the desired outcomes.

#### **Questions –**

- What should South Florida Workforce’s portfolio of responses to lagging performance in this demographic set include in 2012-13?
- What are the gaps and how should the Board track progress?

#### **Project 5: Raise the Bar / One Stop Performance and Consistency**

**Case for a Raise the Bar Agenda for One Stops** - Focus group data indicates employers may not understand the breadth and depth of resources; outstanding customer service matters most; Board and business customers expect high and consistent standards and outstanding customer service across the large region.

#### **Questions –**

- What is the best action plan to ensure employers understand the breadth and depth of resources?
- What is the right approach and improvement process to ensure the highest, most consistent business standards for One-Stops and the entities counted on to operate and manage them?



6.

**SFWIB - Youth Council**

*August 16, 2012*

**Best Practices for Locating Youth Participants**

**Information Item**

**BACKGROUND**

At the June 21, 2012, Youth Council meeting, the Council members requested SFWIB staff to identify best practices utilized by youth services contractors that received transferred files from Transition, Inc. and the City of Hialeah during Program Year 2011-2012 to locate youth participants with no current contact information on file. Accordingly, the following strategies were identified:

- ✓ Public Record Search
- ✓ Florida Department of Correction Inmate Search
- ✓ State Reporting System Search
- ✓ Military Verification Search
- ✓ Social Networking Sites
- ✓ Miami-Dade County Health Department (Vital & Statistics) Website
- ✓ Miami-Dade County Public Schools (M-DCPS) Website
- ✓ Worksite Visits
- ✓ School Visits (current and/or past):
- ✓ Home Visits; or Search:
  - Certified mail to last known address
  - Review files thoroughly for old contact information
  - U.S. Mailing: letters, flyers, brochures to the youth/parents
- ✓ Contact former providers
- ✓ Organize Youth Program outreach events



7.

**SFWIB - Youth Council**

***August 16, 2012***

**Approval to Purchase Scholarships for the  
TSIC & 5000 Role Models of Excellence  
Programs**

## **RECOMMENDATION**

SFWIB staff recommends that the Youth Council recommend to the Board the approval to waive the competitive procurement process and award to Miami-Dade College an allocation of \$500,000 in TANF surplus funds as set forth below.

## **BACKGROUND**

Take Stock in Children (TSIC) and 5,000 Role Models of Excellence are programs that work with economically disadvantaged at-risk youth. The 5,000 Role Models of Excellence program in particular works with at-risk minority males. The programs work to keep youth in school and offer scholarships to youth who successfully complete high school.

The allocation to purchase scholarships for the TSIC and the 5,000 Role Models of Excellence programs is as follows:

- TSIC: \$250,000
- 5,000 Role Models of Excellence: \$100,000
- Programmatic and Administrative costs: \$150,000

In following the procurement process of Miami-Dade County (see Administrative Order No.: 3-38), it is recommended that SFWIB waive competitive procurement as it is recommended by the Executive Director that this is in the best interests of SFWIB. A two-thirds (2/3) vote of the quorum present is required to waive the competitive procurement process and award to Miami-Dade College an allocation of \$500,000 in TANF funds to purchase scholarships for TSIC and 5,000 Role Models.