



## **SOUTH FLORIDA WORKFORCE INVESTMENT BOARD**

### **YOUTH COUNCIL MEETING**

**Thursday, October 18, 2012  
8:00 A.M.**

Doubletree Miami Hotel – Convention Center, 2nd floor  
711 NW 72nd Avenue  
Miami, Florida 33126

### **AGENDA**

1. Call to Order and Introductions
2. Approval of Youth Council Meeting Minutes
  - A. August 16, 2012
3. Information – 2012 Young Adult Summer Career Pathway Compact Update
4. Information – Youth Programs Performance Update
5. Information – EDIS Committee-Youth Council Joint Meeting Update
6. Information – Work Activities Program Year 2011-2012 Update
7. Information – Take Stock in Children Program Update
8. Recommendation as to Approval of a Workforce Investment Act Monroe County Youth Programs Waiver Request



2.A.

**SFWIB - Youth Council**

**October 18, 2012**

**Minutes of SFWIB Youth Council Meeting,  
August 16, 2012**

South Florida Workforce Investment Board  
 Youth Council Meeting  
 August 16, 2012 8:00 A.M.  
 Doubletree by Hilton Miami Airport Hotel  
 711 N.W. 72nd Ave.  
 Miami, FL 33126

YOUTH COUNCIL MEMBERS IN ATTENDANCE	OTHER ATTENDEES	
1. Brown, Clarence, <i>Chairman</i> 2. Brown, Willie J. 3. Ferradaz, Gilda 4. Scott, Kenneth 5. Walker, Wanda 6. West, Alvin	Buttacavoli, Jose – <i>Community Coalition, Inc.</i> Cepeda, Margarita – <i>UNIDAD of Miami Beach</i> Clark, Robert – <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> Guadalupe, Amy – <i>Cuban American National Council</i> Hernandez, Ana – <i>Adult Mankind Organization, Inc. (AMO)</i> Kos, Claudia – <i>Youth Co-op, Inc.</i> Marti – Sergio – <i>Miami-Dade County Public Schools – (M-DCPS)</i>	Martin, Dianely – <i>UNIDAD of Miami Beach</i> Martin, Marisol – <i>Youth Co-op, Inc.</i> McCrimmon, Ana – <i>Adult Mankind Organization, Inc. (AMO)</i> Ortega, Gus – <i>Community Coalition, Inc.</i> Someillan, Ana – <i>Adult Mankind Organization, Inc. (AMO)</i> Tharpe, Towanda – <i>Greater Miami Service Corp. (GMSC)</i> Velez, Paula – <i>Youth Co-Op, Inc.</i>
<b>YOUTH COUNCIL MEMBERS NOT IN ATTENDANCE</b>		
7. Jennings, Donna 8. Rodriguez-Roig, Alex 9. Talbert, Gregg		
<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 all those present to introduce themselves.

The Council began with presentations from participants of the Crime Scene Investigation (CSI) summer youth program.

[Mr. Alvin West arrived]

**2. Approval of Youth Council Minutes of June 21, 2012.**

Mr. Alvin West moved the approval of June 21, 2012 meeting minutes. Motion was seconded by Mr. Willie Brown; Motion Passed Unanimously

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

Ms. Myria Morgan presented the item and reviewed with the Council the 2012 young adult career pathway compact summer program report noting the following information:

- Total of 660 slots were awarded;
- Total number of Youth Adults currently enrolled is 438 (66%);
- Total number of Young Adults Placed into employment is 420 (63%);
- Total number of Young Adults that have completed the program thus far is 249 (37%); and
- Total number of Young Adults that have dropped out of the program is 38; however, the available slots will be replaced by others on the waiting list.

She noted the program continues for the next six weeks.

Mr. West asked staff for a breakdown of participant's current level of education.

Ms. Ferradaz questioned the low number of placements. Ms. Morgan explained the current challenges service providers are facing with regards to cash flow and reserved funds. Ms. Ferradaz asked whether staff can reallocate remaining funds to other programs, or to service providers with higher completion rates.

Mr. West inquired about the number of job openings and Ms. Morgan provided further details.

Mr. Clarence Brown expressed concern about issues with cash flow.

Ms. Myra Morgan also noted one of the reasons for payment delays might be due to incomplete packages submitted to staff. Mr. Willie Brown recommended staff provide additional training.

Ms. Walker was concerned about providers not being able to meet their goals this year.

Mr. West inquired about working capital.

After continued discussion, the Committee recommended staff meet with the Service Providers to address the current issues with cash flow and reimbursements:

### 7. Recommendation as to Approval to Purchase Scholarships for the TSIC & 5000 Role Models of Excellence Programs

Mr. Clarence Brown introduced the item. Ms. Morgan further discussed then introduced Ms. Madeline Pumariega who appeared before the Council and provided an overview of the Take Stock in Children Scholarship program:

The following questions were asked by the Council:

- Are students selected based on TANF eligibility?
- What age group is being served?
- Is career tracking being implemented? If so, what career fields are graduates currently working in?

Ms. Morgan noted that SFW will be sponsoring 16 high school seniors.

Mr. Clarence Brown inquired about the cost allocations and Ms. Pumariega responded that 100% of the funds received from SFW will cover programmatic cost. The Committee recommended a breakdown of the allocations.

Mr. Willie Brown moved the approval to purchase scholarships for the TSIC & 5000 Role Models of Excellence Programs. Motion was seconded by Mr. Alvin West; **Motion Passed Unanimously**

**4. Information – WIA Youth Program Work Activities PY 2011-2012**

Mr. Clarence Brown introduced the item. Ms. Myria Morgan further presented and reviewed with the Council the WIA Youth Programs – Paid Work Activities report for the period of July 1, 2011 – June 30, 2012.

Mr. West inquired about programmatic cost and Ms. Morgan further explained. He additionally requested staff provide a report showing the total amount budgeted and data showing projection verses actual.

No further questions or discussions.

**6. Information – Best Practices for Locating Youth Participants**

Mr. Clarence Brown introduced the item and Ms. Morgan presented. She reviewed with the Council best practices utilized by youth service providers 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. She additionally noted that the recommended best practices will also be presented at the Annual Technical Workshops scheduled in September.

No further questions or discussions.

**5. Discussion – SFWIB Strategic Planning Workshop Update**

Mr. Clarence Brown introduced the item and Ms. Morgan presented. Mr. West further provided a recap on the purpose of these projects.

Mr. Clarence Brown asked that the Council meet again to further discuss the assigned projects.

Mr. West requested feedback from the audience and it was given. He later invited the audience to attend the meeting.

The Consensus of the members present agreed to meet on September 11, 2012 at 2:00pm.

Prior to adjourning the meeting, Mr. Clarence Brown welcomed another CSI participant who presented.

There being no further discussion to come before the Council, the meeting was adjourned at 9:30am.



3.

**SFWIB - Youth Council**

*October 18, 2012*

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

## **Information Item**

### **BACKGROUND**

For the 2012 Young Adult Summer Career Pathway Compact, the Workforce Services Career Centers from May 1, 2012 through September 30, 2012, assisted in placing a total of 557 young adults into summer worksites.

A performance summary of the 2012 Career Pathway Compact for that period is set forth below:

- Two of the eleven Workforce Services Career Centers exceeded their individual placement goals by two to four extra placements.
- Two Workforce Services Career Centers met 100% of their individual program's placements.
- Three Workforce Services Career Centers missed their individual placement goals by one to three customers.
- One Workforce Services Career Center attained 70% of their individual placement goals.
- Three Workforce Services Career Centers attained 35 to 59% of their individual placement goals.

The Career Pathway Compact boasts an 84.39% placement rate (i.e. 557 participants placed out of the allotted 660 slots).

Attached is a performance report detailing Workforce Services Career Centers' performance.

*Attachment*

# 2012 YOUNG ADULTS SUMMER PROGRAM PLACEMENTS

*May 1, 2012 -- SEPTEMBER 30, 2012*

<b>PROVIDERS CAREER CENTERS</b>	<b>Slots Awarded</b>	<b>Worksite Placements</b>	<b>Variance</b>	<b>CAREER CENTER % of Placements Achieved</b>	<b>PROVIDER % of Placements Achieved</b>
<b>ARBOR</b>	<i>95</i>	<i>82</i>	<i>-13</i>		<i>86.32%</i>
<b>Carol City</b>	<b>51</b>	<b>51</b>	<b>0</b>	<b>100.00%</b>	
<b>Hialeah Gardens</b>	<b>44</b>	<b>31</b>	<b>-13</b>	<b>70.45%</b>	
<b>YOUTH CO-OP</b>	<i>377</i>	<i>356</i>	<i>-23</i>		<i>94.43%</i>
<b>Homestead</b>	<b>44</b>	<b>43</b>	<b>-1</b>	<b>97.73%</b>	
<b>Little Havana</b>	<b>72</b>	<b>74</b>	<b>2</b>	<b>102.78%</b>	
<b>Monroe</b>	<b>44</b>	<b>26</b>	<b>-18</b>	<b>59.09%</b>	
<b>Northside</b>	<b>119</b>	<b>118</b>	<b>-1</b>	<b>99.16%</b>	
<b>Perrine</b>	<b>53</b>	<b>53</b>	<b>0</b>	<b>100.00%</b>	
<b>West Dade</b>	<b>45</b>	<b>42</b>	<b>-3</b>	<b>93.33%</b>	
<b>City of Hialeah</b>	<b>51</b>	<b>18</b>	<b>-33</b>	<b>35.29%</b>	<i>35.29%</i>
<b>UNIDAD Miami Beach</b>	<b>44</b>	<b>48</b>	<b>4</b>	<b>109.09%</b>	<i>109.09%</i>
<b>SER JOBS North Miami Beach</b>	<b>93</b>	<b>53</b>	<b>-40</b>	<b>56.99%</b>	<i>56.99%</i>
<b>REGION's TOTAL</b>	<b>660</b>	<b>557</b>	<b>-103</b>	<b>84.39%</b>	



4.

**SFWIB - Youth Council**

**October 18, 2012**

**Youth Programs Performance Update**

## Information Item

### BACKGROUND

At the June 21, 2012, Youth Council Meeting, the council members discussed the performance of the Youth Services Providers for Program Year 2011-12.

The council recommended renewing current Youth Services Provider contracts for Providers that met all four performance measures. Those failing to meet performance were placed on a performance watch list for the next three months. The renewal of the Providers not meeting performance is contingent upon their meeting performance during the three month period. Staff was instructed to provide an update to the council at the October 18, 2012, meeting.

The following Providers were placed on the watch list:

1. In-School Program (Youth Skill Attainment Performance Measure) – Three youth services providers did not meet the 85% standard for the reporting period: Adults Mankind Organization, Inc.; Cuban American National Council, Inc.; and UNIDAD of Miami Beach, Inc.
2. Out-of-School Program (Youth Skill Attainment Performance Measure) – Two youth services providers did not meet the 85% required standard for the reporting period: Adults Mankind Organization, Inc. and Greater Miami Service Corps.
3. Out-of-School Program (Youth Positive Outcome Performance Measure) – Two youth services providers did not meet the 90% required standard for the reporting period: Adults Mankind Organization, Inc. and Cuban American National Council, Inc.

Attached is a performance report detailing Youth Services Providers' performance for the first quarter reporting period, July 1, 2012 through September 30, 2012.

*Attachment*

# WIA YOUTH SERVICE PROVIDER'S PERFORMANCE

**JULY 1, 2012 - SEPTEMBER 30, 2012 (FIRST QUARTER REPORTING PERIOD)**

Youth Service Providers	Younger Youth Outcome Performance Measure (90%)			Youth Skill Attainment Performance Measure (85%)			In School Youth Outcome Performance Measure (90%)			Out of School Youth Outcome Performance Measure (90%)		
	# to be Met	# Met	% of Standard Met	# to be Met	# Met	% of Standard Met	# to be Met	# Met	% of Standard Met	# to be Met	# Met	% of Standard Met

IN SCHOOL YOUTH												
Adult Mankind Organization	2	2	100%	47	44	94%	3	3	100%			
Community Coalition												
Cuban American National Council	2	2	100%	17	17	100%	2	2	100%			
UNIDAD of Miami Beach				1	1	100%						
Youth Coop - Monroe				12	11	92%						
Youth Coop Miami-Dade	5	5	100%	88	84	95%	5	5	100%			

OUT OF SCHOOL YOUTH												
Adult Mankind Organization	3	3	100%	36	32	89%	3	3	100%	3	3	100%
Cuban American National Council	1	1	100%	34	33	97%				2	2	100%
Greater Miami Service Corps				41	37	90%						
Youth Coop - Monroe				4	4	100%						
Youth Coop Miami-Dade				86	83	97%						

<b>REGIONAL PERFORMANCE</b>	<b>13</b>	<b>13</b>	<b>100%</b>	<b>366</b>	<b>346</b>	<b>95%</b>	<b>13</b>	<b>13</b>	<b>100%</b>	<b>5</b>	<b>5</b>	<b>100%</b>
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NOTE: Blank sections - no data required for quarterly reporting period.





5.

**SFWIB - Youth Council**

**October 18, 2012**

**EDIS Committee-Youth Council Joint Meeting Update**

## Information Item

### BACKGROUND

The Youth Council and EDIS Committee co-hosted a meeting on September 11, 2012. The purpose of the meeting was to provide council and committee members as well as SFWIB and Youth Provider staff members a forum to consider the goals set at the agency's Program Year 2012-13 Strategic Planning Workshop and an opportunity to collaborate on the development of strategies and/or policies specifically applicable to Youth Programs and Career Center operations.

During the meeting, the following items were addressed:

**a) Project Goal 4 – The Age 14 to 24 Agenda**

This project focuses on whether the agency's youth programs are tailored to meet desired outcomes for the age 14 to 24 participant population.

**b) Project Goal 5 – Raise the Bar One-Stop Performance Consistency**

This project focuses on improving Career Center and Youth Partners' operations through the standardization of service delivery techniques (e.g. customer service, performance expectations, and business programs).

Prior to closing the meeting, the council and committee members assigned homework to SFWIB and Youth Providers staff. The homework involved gathering data responsive to the following enumerated areas of interest:

1. The top three hardware devices needed by youth participants at the career centers; specify quantity;
2. Provide the amount of square footage needed to better serve youth participants;
3. List two relationship bridges that are failing in both the in-school and out-of-school youth programs;
4. List the top three industries/occupational areas that youth participants show interest in;
5. Provide five ways that service providers can improve outreach efforts;
6. List best practices.

The council and committee co-hosted a second meeting on October 9, 2012, during which council and committee members reviewed a report containing the responses to the assigned homework. After reflecting on the report, council and committee members concluded that SFWIB should standardize the tools used in the youth program, ensure the operability of PCs and consider creating more space for the delivery of youth services.

*Attachment*

# Service Provider's Responses to the Six Assignments

## 1. List Top Hardware Devices Needed:

Our Youth program is dedicated to providing academic and career linkage to youth that are most at risk (14-21 years of age), including those who have already dropped out of High School.

Our target customer includes youth with several barriers and life challenges (offenders, youth with disabilities, foster youth, etc), who struggle most with basic skills. Over 97% of the youth served last year were identified as deficient in reading, math, and/or language skills. About 70% of the out-of-school youth served last year were identified as not having a high school diploma.

Academic / Educational Advancement - Tutoring is one the key components of our Stay in School and Out of School Program, designed to improve study skills, GED preparation, remedial education, literacy training, basic skills instructions leading to secondary school completion, including dropout prevention strategies.

Our contracts as well as the performance measures of the state require:

1. Basic Skills attainment
2. Credential attainment (including high school diploma).
3. Post-secondary Education.
4. Advanced Training.
5. Employment.

Any youth that enters the program without a high school diploma must obtain a high school diploma or GED in order to obtain a positive outcome for the program.

**Current State:** Youth Providers use interactive educational software and online services from the State (DOE), and the Department of Labor. Some of them include quizzes, videos and lessons given to the student to assess, test and monitor the individual's progression. Other online sources integrate components of employability skills and labor market information that help our youth to get job ready through a series of real life examples of how to apply for a job and how to conduct oneself during the interview.

Currently, computers provided at Career Centers are older models such as (Dell Optiplex) released between 2003 and 2004. As technology has been advancing in a fast pace, these computers have become defective and not able to run properly with software needed, preventing hardware to be used effectively.

**Goal:** As technology advances at an increasingly faster pace and the internet becomes the source for providing up-to-date information, the latest teaching skills and most importantly access to quality online services, so does the need for current and up-to-date PC's and software.

This is a basic need for us to minimally meet the requirements that our new and technocratic world demands. In this digital age, in order to meet education and program goals it is essential to incorporate fast and up-to-date technology in the classroom. “When technology is a routine part of their school experience, student attendance improves and dropout rates decline”.

**Recommendations:** In order to effectively serve the number of youth stipulated in our contracts, service providers need the proper equipment and space to accommodate youth. Some of these needs are:

1. State of the art student lab with the appropriate number of equipment and computers (one per student).
2. Accessibility and sufficient space must be considered according to each office’s youth customers and staff.
3. Overhead projectors and printers.
4. Internet access: to playback multimedia files and an internet connection with sufficient bandwidth to run at least 25- 30 computers in the lab at the same time.
5. PC’s and internet compatibility with New GED format (computer based) to be released in 2014.

At risk students show substantial improvement when technology is introduced into their curriculum. Experts believe the reason for this is that technology provides educators with a way to individualize and customize the curriculum to match learners’ developmental needs and also provide a nonthreatening and motivating environment for repetitious learning tasks.

**Additional technical support needed:**

1. Streamlined and expedited procurement process for providers for the approval of acquisition of new equipment. Allow each provider to submit three bids and purchase equipment.
2. Timely delivery and availability of needed hardware at each Youth location.
3. For programs operating within the career centers: An enhanced and reliable technical support with full service maintenance for youth program hardware.
  - a. IT support for Youth Custom projects and related activities during year round and summer activities.
  - b. Count with an Educational Technologist or IT consultant for the Youth Program that could provide ongoing support on the design for the needed infrastructure, assessment of current equipment, and monitoring of the effectiveness of hardware for youth program activities and services.
  - c. Technological expert matters assistance in providing solution design for youth program needs.
  - d. IT onsite support to ensure compatibility, applicability and proper usage of different software and online educational resources needed.
4. Provide share boards or unified virtual access, to be able to share activities, resources and best practices among youth providers.
5. Count with internet connection, configuration and operating systems that will meet standards needed to enable the proper usage of educational software and online resources needed for Youth Program. (Virtual lessons, videos, materials, quizzes, assessments, etc).

6. Provide hard ware and space accessibility for youth program activities at Access Points current available.

## **2. Provide the Amount of Square Footage Needed to Better Serve the Community**

Approximately 2500 sq. ft. to 7000 sq ft. of youth friendly space conducive to learning. The number of sq. ft. should take into account the number of youth to be served. For example: a service provider for the out-of-school program will need to conduct the following services: eligibility, GED tutoring, Work Readiness classes, Leadership classes, testing, and individual tutoring. With an assigned caseload of 400 out-of-school youth, the service provider will need at least the following meeting rooms to be able to accommodate the daily flow of customers required in two shifts:

- A GED classroom
- Work Readiness classroom
- Tutoring space (lab)
- Activity room for Mentoring, Leadership Training, Life Skills, etc.
- Eligibility area (privacy required)
- Case management offices (privacy required)
- Have SFW review existing Access Centers or community agencies that may have space available to host our programs.
- If it is determined that Youth Programs should be inside Career Centers, consider moving one of the two providers in Northside to another Center that does not currently have a Youth Program. And further allow youth program staff to access Career Center resource and space to assist their participants.

## **3. List Relationship Bridges That are Failing in Both ISY and OSY Programs**

### **Miami Dade County Public Schools**

***Current State:*** Each service provider has independent relationships with high schools, thus working independently from each other and with no consistency between schools or providers.

***Goal:*** We suggest that South Florida Workforce (SFW) coordinate at the regional level with Miami Dade County Public Schools (MDCPS) District staff to ensure that all high schools are aware of the services available through our programs; outlines each party's commitment to serve the youth; and creates one protocol that all schools and service providers can follow. A Memorandum of Understanding (MOU) should outline this goal and be executed by SFW and District administration.

The MOU should identify that SFW funded service providers will provide workforce development activities, life skills training, and academic assistance. MDCPS schools will be required to provide facility, space for participant and Career Advisors to meet, classroom space for training with adequate resources (i.e. computer, black board). This partnership must also delineate authority to ISY providers to access Adult Education facilities, since some of the activities crossover into the Adult Education jurisdiction.

### **Specific Items to be Addressed in MOU:**

1. Space and resources dedicated space that allows service providers to coordinate visits and ability to meet with participants:
  - a. Access to computer lab for student training that allows the use of internet curriculum utilized by SFW service providers (i.e. academic tutoring, work skills, life skills). Ability to communicate with MDCPS – IT Department to remove blocked sites with justification for the site access.
  - b. MOU should include protocol that both high school and Adult Education understand that ISY providers have access to space and resources even after the high school day has ended and activities crossover to Adult Education School. The MOU will be recognized by all parties.
  
2. Communication between service providers and school board staff:
  - a. SFW should coordinate with the District to provide information to parents in any parent or student outreach function (e.g. Parent Open House, Career Day). We should be able to send a representative to any event and provide summary of activities and benefits that are currently available at their high school.
  - b. Reach out to the Parent Academy and provide information and outreach information about the program and schedule workshops as needed.
  - c. Include a link from parent portal or each high school’s website to SFW website – Youth Programs page.
  - d. Allow for at least quarterly meeting hosted at SFW with local high school representatives and service provider’s staff to discuss outreach efforts. School staff should provide a report that identifies students that are failing or at risk of dropping out in their particular school. This information will help ISY providers target students that are in need of our services.
  - e. Address the importance of obtaining and sharing of information between all parties, including school records. This may be further facilitated by dedicating a liaison at the school level who will provide potential participant school records.
  - f. We suggest that SFW coordinate with high schools and refer them to ISY or OSY providers based on participant’s geographic location and need.
  - g. SFW should coordinate with the District to provide information to parents in any parent or student outreach function (e.g. Parent Open House, Career Day). We should be able to send a representative to any event and provide summary of activities and benefits that are currently available at their high school.

- h. Reach out to the Parent Academy and provide information and outreach information about the program and schedule workshops as needed.
- i. Include a link from parent portal or each high school's website to SFW website – Youth Programs page.
- j. Allow for at least quarterly meeting hosted at SFW with local high school representatives and service provider's staff to discuss outreach efforts. School staff should provide a report that identifies students that are failing or at risk of dropping out in their particular school. This information will help ISY providers target students that are in need of our services.
- k. Address the importance of obtaining and sharing of information between all parties, including school records. This may be further facilitated by dedicating a liaison at the school level who will provide potential participant school records.
- l. We suggest that SFW coordinate with high schools and refer them to ISY or OSY providers based on participant's geographic location and need.

## **Business Community**

**Current State:** Each service provider has established relationships with local employers to provide work experience or mentoring opportunities.

**Goal:** We suggest that South Florida Workforce (SFW) coordinate at the regional level with the business community by accessing venues such as the Beacon Council, Chamber of Commerce, CAMACOL, unions, city and municipality government offices, parks and recreation, and other economic development groups. The Goal is to develop positive, engaging and learning opportunities where youth can gain the skills needed to successfully transition into the workforce; thus, creating meaningful work experiences, partnering with strong career mentors, or fostering real career ladder positions that lead to high growth high wage careers.

*SFW should be more inclusive of its youth programs when going after business opportunities.* The SFW Business Unit should advocate for our youth programs in addition to the career centers. Among the services provided by the Business Consultants, they should also promote work experience, youth internships, and career mentoring opportunities when visiting employers. Database (EFM) should have a field to identify companies/employers that accept these types of activities in their facility.

*Training vendors can also assist in developing employer relations and work experience opportunities.* We should participate in orientation events held by Training Vendors, allow staff to obtain and provide information about each other's programs.

*Board members could partake in career mentoring activities.* SFW Board Members can act as a youth mentor during the summer. Board members can also assist by encouraging other employers to provide similar opportunities.

Through the alliance made with the employers, we can target the high growth, high wage industries and recruit new participants at the schools with those specific academies. The goal would be to create a pathway program that during the summers we could provide a true internship experience for two summers after Junior and Senior Year. The knowledge the student has acquired during the year can then be placed into practice through these internships; again stressing the importance of building and strengthening these two relationships (School System and Business Community).

## **Career Center & Youth Programs**

SFW should promote synergy between youth provider staff and career center staff. Youth provider staff should be able to access career center resources for the purpose of assisting our participants (e.g. going into to any career center resource area with a youth participant to assist in preparing the resume).

Ensure that career center staff is aware of youth program activities and goals. Provide technical training so career center staff identifies individuals that will benefit from enrolling in our youth programs and provide appropriate referrals.

SFW should update contact information on the SFW website every 6 months and include satellite information, and include email links.

SFW should provide a list of contact information of funded and unfunded SFW partners (e.g. Access Points, Training Vendors). This will facilitate service providers in identifying resources that can be leveraged and another form of outreach.

### **4. List Top Industries/Occupational Areas that Youth Participants Show an Interest**

1. Medical – Health Care Occupations
2. Information Technology
3. Hospitality and Tourism
4. Automotive Technology
5. Criminal Justice – Law Enforcement

### **5. Provide Ways that service Providers Can Improve Outreach Efforts:**

1. Through an established relationship with the Miami Dade County Public Schools Through various organizations such as the Beacon Council, Chamber of Commerce, and unions
2. Media – public service ads, includes success stories from employer who hire youth, thus promoting these companies as well.
3. Use Access Points as a way to communicate to the residents in the area
4. Update the SFW website and allow for more information to be displayed (provide all sites including satellite offices, contact information, services provided, emails, etc.).
5. Continue quarterly youth meetings and invite different organizations to present their programs to the funded service providers.
6. Through an established relationship with the Miami Dade County Public Schools
7. Through various organizations such as the Beacon Council, Chamber of Commerce, and unions.
8. Media – public service ads, includes success stories from employer who hire youth, thus promoting these companies as well.
9. Use Access Points as a way to communicate to the residents in the area
10. Update the SFW website and allow for more information to be displayed (provide all sites including satellite offices, contact information, services provided, emails, etc.).

11. Continue quarterly youth meetings and invite different organizations to present their programs to the funded service providers.

## **6. List Some Best Practices to be Shared:**

1. Greater consultation with Service Providers, as community stakeholders, will strengthen programs for determining the number of youth to be served, outcomes to be achieved based on resources, tools, and space available.
2. Implementing a yearly conference for youth programs where best practices can be discussed, innovative projects, and evaluation of results to identify areas for improvement, etc.
3. Information provided to those interested in applying for the Summer Programs via the SFWIB web page should include a clear statement that any information provided will need to be verified. Also, clarification needs to be provided that income verification will need to be provided for the last 6 months for every member of the household.
4. Use the tools we already have to highlight this region's best practices/program successes. By tools we mean the SFW Newsletter, having one provider present a success story at each SFWIB board meeting, etc.
5. Instead of contracting out for a Mystery Shopper to evaluate services, why do we not work together in amending the areas where we know there are deficiencies that have been already identified. The last Mystery Shopper report can be used as a basis to address needs, as well as the many discussions that took place between service providers and SFWIB staff. \$50,000 can go a long way in adding much needed resources to our youth programs.
6. Annual open house/ parent-career advisor night where the parents can come and learn/ask questions about the program. Then provide them with a survey a few months after the participant starts the program to see if the parent thinks their child has improved.
7. To maximize space by partnering with Miami-Dade County Public Schools and Miami-Dade College to provide life skills and work readiness classes. This provides a different learning environment for youth.
8. Monthly or yearly events to recognize youth for their accomplishments, e.g., picnics, graduation ceremonies, community gatherings, etc.
9. Partner with public/private organizations for internship and work experience opportunities for youth.
10. Develop in concert with youth community service projects that impact the communities in which youth reside. This creates self-esteem within each youth and provides an opportunity for youth to give back to their community.
11. Use Techsoup.com and Good360.com for non-profit. They have hardware, software, and other items for purchase at significantly discounted rate.
12. Implement an online Bulletin Board managed by SFW staff that includes specific information that affects our youth: best practices, resource available in the community, events, and program tips. This website should be updated on a monthly basis.





6.

**SFWIB - Youth Council**

*October 18, 2012*

**Work Activities Program Year 2011-2012  
Update**

**Information Item**

**BACKGROUND**

At the August 16, 2012, Youth Council meeting, staff presented a report detailing Program Year (PY) 2011-12 work-related activities (e.g. internship and summer work experience) provided to eligible Workforce Investment Act (WIA) in-school and out-of-school youth participants.

After reviewing the report, council members requested the exact dollar amount expended on work-related activities. Accordingly, attached is a report showing PY 2011-12 expenditures for youth programs participants' work activities.

*Attachment*

**WORKFORCE INVESTMENT ACT (WIA) YOUTH PROGRAMS -- PAID WORK ACTIVITIES**

**PROGRAM YEAR - JULY 1, 2011 -- JUNE 30, 2012**

<b>YOUTH SERVICE PROVIDERS</b>	<b>SUMMER WORK EXPERIENCE</b>	<b>SUMMER INTERNSHIPS</b>	<b>YEAR ROUND INTERNSHIPS</b>	<b>TOTAL SERVED</b>	<b>BUDGET DOLLARS</b>	<b>DOLLARS EXPENDED</b>	<b>\$ VARIENCE BUDGET VS EXPENDITURES</b>
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<b>IN-SCHOOL YOUTH</b>							
ADULTS MANKIND ORGANIZATION		2	54	56	\$ 37,289.96	\$ 37,289.96	\$ -
COMMUNITY COALITION	8		60	68	\$ 67,616.00	\$ 47,710.84	\$ 19,905.16
CUBAN NATIONAL COUNCIL	83	11		94	\$ 101,299.00	\$ 92,942.80	\$ 8,356.20
UNIDAD OF MIAMI BEACH	57	27		84	\$ 62,572.42	\$ 57,459.95	\$ 5,112.47
YOUTH CO-OP MIAMI-DADE			129	129	\$ 155,016.00	\$ 155,016.00	\$ -
YOUTH CO-OP MONROE			7	7	\$ 62,006.40	\$ 12,890.08	\$ 49,116.32
<b>TOTALS</b>	<b>148</b>	<b>40</b>	<b>250</b>	<b>438</b>	<b>\$ 485,799.78</b>	<b>\$ 403,309.63</b>	<b>\$ 82,490.15</b>

<b>OUT-OF-SCHOOL YOUTH</b>							
ADULTS MANKIND ORGANIZATION			31	31	\$ 28,420.00	\$ 28,413.12	\$ 6.88
CUBAN NATIONAL COUNCIL			17	17	\$ 107,007.00	\$ 26,912.00	\$ 80,095.00
GREATER MAIMI SERVICE CORPS	28		8	36	\$ 36,263.00	\$ 56,169.63	\$ (19,906.63)
YOUTH CO-OP MIAMI-DADE			31	31	\$ 43,921.20	\$ 42,285.45	\$ 1,635.75
YOUTH CO-OP MONROE			7	7	\$ 68,896.00	\$ 13,814.00	\$ 55,082.00
<b>TOTALS</b>	<b>28</b>		<b>94</b>	<b>122</b>	<b>\$ 284,507.20</b>	<b>\$ 167,594.20</b>	<b>\$ 116,913.00</b>

<b>TOTAL NUMBER OF YOUTH SERVED</b>	<b>176</b>	<b>40</b>	<b>344</b>	<b>560</b>	<b>770,306.98</b>	<b>570,903.83</b>	<b>199,403.15</b>
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7.

**SFWIB - Youth Council**

***October 18, 2012***

**Take Stock in Children Program Update**

**Information Item**

**BACKGROUND**

At the August 16, 2012, Youth Council Meeting, the Take Stock in Children Scholarship Program (TSIC) was awarded funding to continue providing scholarship services to children of TANF recipients. The program is administered at Miami-Dade College.

TSIC works with economically disadvantaged at-risk youth, striving to keep youth in school. Youth completing high school receive scholarships to assist in paying college tuition.

TSIC staff will present information relating to program participants' high school graduation and college entrance rates as well as occupational ambitions.

*Attachment*

# TAKE STOCK IN CHILDREN

## GRADUATION YEAR - 2002-2011

Graduation Year	# of Students Graduated	# of Students Completed Post Secondary Education	Vocational Certificate	Associate Degree	Bachelor Degree	Masters Degree	Ph.D.	College Completion Rate	# of Students Currently Registered in Post Secondary
2002	47	22	3	5	10	3	1	47%	3
2003	29	12	1	4	6	1		41%	6
2004	18	12		3	9			67%	2
2005	9	6	1	3	2			67%	1
2006	95	29	1	8	18	2		31%	18
2007	7	3		2	1			43%	2
2008	21	5		5				24%	8
2009	26	1		1				4%	18
2010	22	1		1				5%	14
2011	22	0						0%	17
<b>296</b>		<b>91</b>	<b>6</b>	<b>32</b>	<b>46</b>	<b>6</b>	<b>1</b>		<b>89</b>



8.

SFWIB - Youth Council

*October 18, 2012*

**Approval of a Workforce Investment Act  
Monroe County Youth Programs Waiver  
Request**

**RECOMMENDATION**

SFWIB staff recommends that the Youth Council recommend to the Board the approval of a Workforce Investment Act (WIA) waiver request as set forth below.

**BACKGROUND**

In expending WIA adult funding, local boards implement a priority of service for public assistance recipients and/or other low-income adults when local adult funds are determined to be limited. Although federal regulations suggest that funds are “generally limited” and that a priority of service is likely to be needed, states and local areas have considerable flexibility to define the policy and determine whether and how to implement it. No such flexibility is applicable to youth programs.

Local workforce boards are required to provide funding for youth services to youth meeting the federal low-income criteria. This presents a problem in Monroe County where the majority of youth interested in receiving WIA youth services are ineligible due to the income criteria.

In response to concerns of the lack of youth enrollment in Monroe County, staff is requesting to develop a waiver that models the WIA adult income eligibility procedures and the 200% income guidelines for Monroe County Youth Programs. The waiver is intended to provide flexibility in the youth eligibility and intake process in Monroe County. Granting the waiver request would promote the following:

- An expansion of service delivery to youth in Monroe County
- SFWIB is able to provide and expand services to a greater number of youth in the region

Attached for the Youth Council’s consideration is the WIA waiver recommendation.

*Attachment*

# SUMMARY OF WAIVER REQUEST

Section/Question	Current Language	Waiver Description
<p><b>WIA Sec. 101 (13)(25)</b></p> <p>Is there an exception to allow youth applicants to receive services at the SFWIB adult low income level or priority of services description?</p> <p><b>20 CFR 664.200</b></p> <p><b>20 CFR 663.600</b></p>	<p>To be determined eligible for WIA services, a youth must be determined low income and have a barrier to employment. WIA defines “low income individual”, among other criteria, as an individual who received an income, or is a member of a family that received a total family income, for the 6 month period prior to application that does not exceed 70 percent of the lower living standard income level.</p> <p>Who is eligible for youth services? An eligible youth is defined as: age 14 through 21 and low income individual.</p> <p>If funds allocated to a local area for adult employment and training activities are limited, priority shall be given to recipients of public assistance and other low-income individuals.</p>	<p>Waiver to include the exception of youth who may not meet the low income criteria under the youth program, but may be able to be granted eligibility under the adult program, also to include income guidelines that are used for prioritized services for WIA adults when funding is limited. Waiver will include the use of the 100% Lower Living Standard Income Level (LSIL) for Metro income guidelines.</p> <p>Waiver will be utilized to determine income eligibility of youth in Monroe County by substituting income guidelines used for determining income for WIA adult customers and the request for increasing or changing income percentages for Monroe County youth.</p>