

# Youth Council Meeting Minutes

**MAY 18, 2021**

## **Meeting Summary**

2. Review and Approve Revisions to WIOA Youth Definition of Youth Requiring Additional Assistance Policy
3. Review and Approve Revisions to WIOA Youth Measurable Skill Gains Policy
4. Review and Approve Revisions to WIOA Youth Literacy and Numeracy Policy
5. Youth Connections Program Performance Report for Program Year 2020/2021 YTD
6. Youth Program Special Initiatives
  - a. Summer of Success
7. Proposed Committee/Board Schedule 2021-2022
8. WIOA Youth Success Stories
9. Other Business
10. Adjournment

---

## **Members Participating by Teleconference:**

William Armstead, Teresa Bishop, Rebecca Petrie, Dr. Ginger Featherstone, Lana Barros, Alisha Seitz, Bob McPartlan, Lila White Christie Shields, Lila White, Maddie Williams, Freddie Woolfork

## **Members Present**

Terrance Moore

## **Other Attendees**

Takiyah White, Angie Strickland, Daniel Brunn

## **Staff Participating by Teleconference and On-Site**

Tracey McMorris, Martin Rivera, Rachel Pamer, Teri Graul, Caren Belowch

---

## **Call to Order**

Chairperson Terrance Moore called the meeting to order at 8:02. A quorum was established.

## **Agenda Item #2 – Review and Approve Revisions to WIOA Youth Definition of Youth Requiring Additional Assistance Policy**

Rachel Pamer stated WIOA regulations require Local Boards establish a definition for determining eligibility requirements for youth. This provision permits enrollment in the WIOA Youth program if an individual does not meet any other WIOA defined barriers and is low income per WIOA guidelines. To aid in enrollment of at-risk in-school youth, two additional categories were added to the local policy.

A motion was made by Bob McPartlan to approve the WIOA Youth Definition of Requiring Additional Assistance Policy as presented. Will Armstead seconded the motion and it passed unanimously.

### **Agenda Item 3 Review and Approve Revisions of WIOA Youth Measurable Skill Gains Policy**

Rachel Pamer stated WIOA regulations specify that a measurable skill gains must be documented for WIOA-enrolled youth enrolled in a training activity. These gains include training milestones, skills progression, attainment of a secondary school diploma or its equivalent, educational functioning level gains, and/or secondary or postsecondary transcript/report cards. A minimum of one measurable skill gain must be attained and documented for each participant within 12 months of enrollment in the WIOA Youth Program and during every year of enrollment until the WIOA Youth case is closed. The local policy was updated to align the definition of each measurable skill gains to guidance provided by Florida's Department of Economic Opportunity (DEO).

A motion was made by Freddie Woolfork to approve the revisions of WIOA Youth Measurable Skill Gains Policy as presented. Bob McPartlan seconded the motion and it passed unanimously.

### **Agenda item 4 – Review and Approve Revisions to WIOA Youth Literacy and Numeracy Policy**

Rachel Pamer stated the WIOA Youth program design requires an objective assessment of academic levels, skill levels, and service needs of each participant, which includes a review of basic skills. A basic skills review of youth's literacy and numeracy proficiency must be completed for each participant. CSRC utilizes the Comprehensive Adult Student Assessment Systems (CASAS) test to evaluate the WIOA youth's basic literacy and numeracy skills is based on the National Rating Scale.

A motion was made by Christie Shields to approve the Revisions to WIOA Youth Literacy and Numeracy Policy. Rebecca Petrie seconded the motion and it passed unanimously.

### **Agenda Item 5 - Youth Connections Program Performance Report for Program Year 2020/2021 YTD**

Angie Strickland began to discuss her year end performance report, but due to technical difficulties, Danielle Brun assisted by reviewing the report on her behalf. Ms. Strickland stated the youth program is currently at 80% of goals met. Ms. Brun advised youth are coming in with more frequency to our Career Centers as things slowly return to normal. Youth enrollments are a little behind so they are doing heavy recruitment for in-school youth and for Summer of Success. Teresa Bishop asked about Eckerd's outreach strategy. Ms. Brun stated they reach out to homeless coalitions, adult education, re-entry program partnerships (Knights), staff go out to malls, juvenile justice events, contacting graduating seniors, and any other events in the tri county area geared toward youth.

### **Agenda Item 6 - Youth Program Special Initiatives - Summer of Success**

Teri Graul discussed the Summer of Success 2021 Program and indicated the program has moved from the planning stages into implementation. She explained youth were recruited by CSRC and other community partners, the youth completed an online application, and submitted one letter of recommendation for acceptance into the program. As part of the application process, youth were required to attend one in-person interview. The bulk of interviews were conducted during the week of May 10, 2021. Approximately 85 youth were interviewed at the various schools throughout St. Lucie County. The 15 Martin County youth will be accepted in the order their application was received. During the week of May 24, 2021, all youth in both counties will be notified of their acceptance into the program. Ms. Graul reviewed the various internship worksites that have been secured in St. Lucie County and Martin County. She informed the committee that House of Hope in Stuart, FL has partnered with CSRC to host the Youth Employment Success Solutions (YESS) training class for the Martin County youth interns. She expressed her gratitude to Lana Barros from the Martin County School District for her assistance with recruitment of both youth and local employers.

collaborate.  
innovate.  
lead.



**Agenda Item 7 - Proposed Committee/Board Schedule 2021-2022**

Terrance Moore advised the committee packet contained the draft of 2021-22 yearly calendar. He asked that members review the dates to ensure there are no conflicts and to notify CSRC.

**Agenda Item 8 - WIOA Youth Success Stories**

Takiyah White stated there are a couple of youth highlighted in the committee packet showing their background and their successes. Alana Jones, a foster youth with much tragedy in her past, earned her high school diploma and was placed in an internship where she received much encouragement. Cosmetology is one of her goals and Ms.Stone (from her cosmetology internship site) was very encouraged by all that Alana was learning and pursuing. Ms. Stone is continuing to support Alana with her goal of owning her own business. She completed her cosmetology training and was immediately hired by Ms. Stone for a position in the salon. In addition to working at the salon, Alana obtained a position in hotel housekeeping and as overnight residential counselor for individuals with disabilities.

The second featured youth is Kirstina Diaz whose hopes were to join the military. Not being able to do this, Youth Connections geared her toward becoming a paramedic. She was placed in an internship with the Port St Lucie Volunteer Abulacne Services. She needed to get her EMT license. She is now employed as an EMT for United Medical Transportation and she is now registered in college in the paramedic program. She received a tuition award from Eckerd Connects to cover the cost of her training program and is looking forward to her future.

**Agenda Item 9 - Other Business**

Maddie Williams asked staff to distribute to all Youth Council Members the TCBA Boot Camp flyers.

Due to technical difficulties, Teresa Bishop stated her dismay at being unable to add additional comments. Terrance Moore understood her concern, but stated these technical difficulties were beyond CSRC’s control. Mr. Moore encouraged Ms. Bishop to email her information to Rachel Pamer to be discussed at a later date.

**Agenda Item 10 – Adjournment**

Having no other business, Chairperson Terrance Moore adjourned the Youth Council meeting at 8:30 AM.

=====

**BOARD SECRETARY CERTIFICATION**

I hereby certify these minutes reflect the proceedings by the Board of Directors of CareerSource Research Coast, have been reviewed by the Board, and approved or approved with modifications which have been incorporated herein.

\_\_\_\_\_  
Brian Bauer, Board Secretary

\_\_\_\_\_  
June 30, 2021  
Date

