

Youth Council Meeting Minutes

November 14, 2023

Meeting Summary

1. Welcome & Attendance
2. Transition of Leadership for Eckerd CSRC WIOA Youth Program - Kimberley Grey, Operations Director, Florida

Information/Discussion

3. WIOA Youth Connections Performance Report PY 2023-2024 - 1st Quarter
4. Taylor Hall Miller Parker (THMP) Financial & Programmatic Monitoring Review
5. LWDB20 - Florida Department of Commerce (FLORIDACOMMERCE) Monitoring Review
6. YouthBuild Program
7. CareerSource Florida Board of Directors Approved Policies
8. Youth Success Story Video
9. Adjournment

Members Participating by Teleconference:

Lana Barros, Robert McPartlan, Aliesha Seitz, Christie Shields, Maddie Williams, Freddie Woolfork, Tracey Miller, Prashanth Pilly, Lorna Landherr

Members Present

Sean Mitchell

Members Excused

David Freeland, Theresa Bishop, Margie Dotson, Terrance Moore

Members Unexcused

None

Other Attendees

Angie Strickland, Dannielle Brun, Melanie Tarnoff

Staff Participating by Teleconference and On-Site

Shelly Batton, Christina Coble, Mitch Kloorfain, Martin Rivera/IT, Jennifer Eimann, Danielle Brun (Eckerd Youth), Kimberley Grey (Eckerd Youth)

Call to Order

Shelly Batton, Director of Programs, called the meeting to order at 8:05. Terrance Moore, Chair, was not in attendance. Maddie Williams, Vice-Chair, was having technical difficulties. Therefore, it was agreed that Ms. Batton would run the meeting.

Agenda Item 2 - Transition of Leadership for Eckerd CSRC WIOA Youth Program - Kimberley Grey, Operations Director, Florida:

Shelly Batton, Director of Programs, introduced Kimberley Grey as the new Operations Director for Eckerd Connects, CareerSource Research Coast's Youth Connects program. Ms. Grey is replacing Danielle Brun, who will transition into a new position.

Ms. Grey shared that she has been with Henkels & McCoy and Eckerd Connects since 2011 as a Career Coach, Program Manager for the past eight years, and Operations Director for three regions over the past three years. Ms. Grey will transition immediately, with assistance from Ms. Brunn, until December 31st, 2023.

Agenda Item 3 - Review WIOA Youth Connections Performance Report PY 2023-2024 1st Quarter:

Danielle Brun, Director of Direct Services Contracts, presented the WIOA Youth Connections Performance Report for the 1st quarter of PY 2023-2024.

Ms. Brun stated that the following performance measures were “on track” to meet their performance goals for PY 2023-2024:

- Out of School Youth (OSY) Enrollments
Goal 53 Participants - YTD 20 OSY Enrolled
- Total Number of Enrollments
Goal 70 - YTD 20 Participants Enrolled
- Work Experience - Successful Internship Completions
Goal 51 - YTD 12 Successful Internship Completions
- Work Experience - Internship Completion Percentage
Goal 85% - YTD 120% Internship Completion Percentage

Ms. Brun explained that the categories of In-School Youth (ISY) Enrollments, % of ISY Enrollments, and Internship Placements still need improvements to meet the YTD performance measures.

To increase enrollments for ISY, Ms. Brun stated that the staff was doing extensive outreach, connecting with educational partners and stakeholders in an effort to expand awareness of our services. By increasing ISY enrollments, the other categories will benefit as well. As a result, Ms. Brun is very optimistic about successfully meeting the performance benchmarks for PY 2023-2024.

Christina Coble, Business Services Manager, noted that the Department of Commerce (FLORIDACOMMERCE) had not published the applicable data for the bottom five categories of the performance report as of November 14, 2023. Therefore, that data could not be provided to the Youth Council at this time.

Agenda Item 4 - Review DEO Programmatic Preliminary WIOA Youth Monitoring Summary:

Christina Coble, Business Services Manager, provided the council with the results of the monitoring completed by Taylor, Hall, Miller, and Parker (THMP) during the week of October 30, 2023.

Ms. Coble explained that THMP conducts a biannual review of CareerSource Research Coast programs and special projects, including career center operations, to ensure that programs follow federal/state/local regulations and policies.

Ms. Coble states that the WIOA Youth program had no findings, observations, or other non-compliance issues (ONI). Ms. Coble noted that the staff are doing excellent with their case management.

Agenda Item 5 - LWDB20 Florida Department of Commerce (FLORIDACOMMERCE) Monitoring Review:

Christina Coble, Business Services Manager, explained that FLORIDACOMMERCE completed an annual programmatic quality assurance review of all CareerSource Research Coast programs and special projects, including career center operations.

Ms. Coble provided the Committee with the results of the WIOA Youth monitoring completed during January 9-13, 2023. Thirteen files covering October 1, 2021, through September 30, 2022, were pulled and reviewed by FLORIDACOMMERCE. There was one observation relating to occupational skills training provided to some of the WIOA Youth participants. The training was not funded through an Individual Training Account (ITA) because the occupations needed to be listed on our Local Targeted Occupations List (LTOL), and there needed to be an eligible training provider in our LWDA.

Ms. Coble explained that the training provided was mostly through online courses. In the past, it was not a requirement that the LWDBs had a contract/agreement in place with online training providers. Now that it is a requirement, a written procedure has been established that outlines the methods to obtain approval for occupational skills training.

Ms. Coble states that WIOA Youth performed very well in the FLORIDACOMMERCE monitoring.

Agenda Item 6 - YouthBuild Grant:

Shelly Batton, Director of Programs, stated that under the YouthBuild Funding Opportunity Announcement, the Department of Labor (DOL) will award YouthBuild grants through a competitive process to organizations providing pre-apprenticeship services that support education, occupational skills training, and employment services to opportunity youth, ages 16 to 24, who are performing meaningful work and service to their communities.

Applications for this funding open on November 15, 2023, and CareerSource Research Coast (CRSC), along with Eckerd staff, are exploring the possibility of applying for this opportunity. Staff will keep the council members updated and appreciate any feedback they may have on this endeavor.



Agenda Item 7- CareerSource Florida Board of Directors Approved Policies:

Shelly Batton, Director of Programs, stated that on September 19, 2023, the CareerSource Florida Board of Directors passed the following policies:

Regional Planning Area Strategic Policy - The policy operationalizes one of the three pillars of the Florida Workforce System Transformation Plan in accordance with the REACH Act. This Strategic Policy defines the goals and requirements for Florida's Regional Planning Areas to promote workforce system alignment with education and economic development and optimize regional growth opportunities.

Currently, two to three regional planning areas could start the implementation process of the regional planning areas, of which LWDB 20 will be part. Ms. Batton stated that LWDB 20 offered to be a pilot as one of the two to three regional planning areas that will be in place by July 1, 2024. CareerSource Research Coast (CSRC) will partner with CareerSource Palm Beach in this process. There are already components in place that make this workforce alliance make sense, such as:

- Treasure Coast Regional Planning Council
- Commuting Patterns
- Business Structure and Industries Sectors Align

Education and Industry Consortium Strategic Policy - Senate Bill 240 requires each local workforce development board to create an education and industry consortium composed of representatives of educational entities and businesses in the designated service delivery area. The Strategic Policy defines the requirements for consortium membership and quarterly reporting.

Ms. Batton expanded on creating an education and industry consortium. Staff feel confident that representatives for the educational entities could be found via the already existing Workforce Readiness Taskforce. We are looking for ten individuals to serve.

We have three Career & Technical Education (CTE) representatives who serve as designees for the Superintendents of all three school boards (Martin, St. Lucie, and Indian River Counties), and Bill Solomon, who serves as a Designee for Indian River State College President Dr. Timothy Moore. These individuals would meet the requirements put forth in the CareerSource Florida Education and Industry Consortium Strategic Policy. Moreover, the Strategic Policy defines the requirements for consortium membership and quarterly reporting.

As for the business sectors, we will have to look to our associations to vet individuals to serve on the consortium. Again, if individuals already sit on the Workforce Readiness Taskforce and are in Human Resources, Management, or above, these would be viable candidates for the consortium.

Eligible Training Provider List Administrative Policy - This policy was revised to implement a critical system-wide improvement included in the Florida Workforce System Transformation Plan and describes the state policy on enforcement of Eligible Training Providers, including denials, deactivation, removal, loss of eligibility, re-application, and the appeals process for local workforce development boards and providers.

Moreover, the Eligible Training Provider List will be driven at the state level. As a result, this will open training opportunities and more choices for job seekers.

Ms. Batton stated that more information would be forthcoming from the Department of Commerce (FLORIDACOMMERCE).

Agenda Item 8 - View WIOA Youth Success Story Video:

Christina Coble, Business Services Manager, explained that Summer of Success combines in-classroom employability skills training through the Youth Employment Success Solutions (Y.E.S.S.) program with work experience for SLC students through a paid internship.

The program was as follows:

- June 12-14 – In-classroom Y.E.S.S. program
- June 19-July 14 – Four-week paid internship (Up to 32 hours per week @ \$15.00/hour)

The application opened in late April 2023 with 30 available openings. Forty-two youths applied and were vetted for suitability. Twenty-eight individuals were selected to participate. Twenty-six attended and completed the Y.E.S.S. program. All these students received a \$50.00 gift card.

Twenty-six youths entered the four-week internships (June 19-July 14, 2023), with twenty-four completing them. Ms. Coble stated that the feedback was very positive.

In addition, the grant from the SLCBOCC also funded a pilot project with the Treasure Coast Builders Association (TCBA). Two individuals who successfully completed the assigned boot camp (July 24-July 28, 2023) were funded through this grant for a four-week internship/work experience. Both participants were hired full-time by their respective employers.

Ms. Coble stated that the goal is to increase the number of participants next year.

A recap video of the 2023 St. Lucie County Summer of Success was shown to the council members.

Adjournment:

Having no other business, Shelly Batton adjourned the Youth Council meeting at 8:33 AM.

BOARD STAFF CERTIFICATION

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

Shelly Batton
Board Staff

Date



collaborate.
innovate.
lead.

