

Youth Council Committee

MEETING AGENDA

Meeting Details

Date: Tuesday, January 21, 2025

Time: 8:00 a.m.

Location: TEAMS Virtual Meeting

Microsoft TEAMS Virtual Meeting Access

Access Code: 553 558 52#

Phone: 1-772-800-5467

URL: [Join the meeting now](#)

Opening Remarks

1. Welcome & Attendance

Voting Items

2. Review and Approve the Acceptance of the Workforce Innovation Opportunity Act (WIOA) Youth - Incentive Payment Policy Revisions
3. Review and Approve the Acceptance of Workforce Innovation Opportunity Act (WIOA) Youth - Measurable Skills Gains Policy Revisions
4. Review and Approve the Acceptance of the Workforce Innovation Opportunity Act (WIOA) Youth - Supportive Services Policy Revisions

Information/Discussion

5. Primary Indicators of Performance - 1st Quarter PY 2024-2025
6. Workforce Innovation Opportunity Act (WIOA) Youth Connections Performance Report - 1st and 2nd Quarter PY 2024-2025
7. Workforce Innovation Opportunity Act (WIOA) Youth - Success Story
8. Adjournment

Next Youth Council Meeting Scheduled for April 15, 2025

AGENDA ITEM SUMMARY

Title	Review and Approve Acceptance of the Workforce Innovation Opportunity Act (Act) - Youth Program Incentive Payments Policy Revisions
Strategic Plans/Goals	Operational Intelligence
Policy/Plan/Law	Title 20 Code of Federal Regulations, Section 681.640; U.S. Department of Labor’s Training and Employment Guidance Letter (TEGL) 21-16.
Action Requested	Review and Approve the Acceptance of Revisions to CSRC’s Workforce Innovation Opportunity Act (Act) - Youth Program’s Incentive Payments Policy
Background	<p>WIOA regulations authorize the use of incentive payments for youth participants. Unlike supportive services, incentives are permitted for recognition and achievements directly tied to training activities, education, and work experience. In addition, Local Workforce Development Boards may determine the value of the incentive payments and create policies related to their use. Achievements completed prior to WIOA Youth enrollment do not qualify for incentives.</p> <p>Opportunities for WIOA Youth to earn incentives must be outlined in writing and reviewed with the participant to ensure a thorough understanding of program requirements. Supporting documentation of the activities completed or milestones achieved must be documented in the participant’s file as verification of achievement.</p> <p>To align with Eckerd Connects, Inc. Subrecipient Agreement 20-002-YWS (i.e., the WIOA Youth Services Contract for PY2024-2025) that went into effect on 7/01/2024, staff revised CSRC’s WIOA Youth Program Incentive Payments Policy as follows:</p> <ul style="list-style-type: none"> • Updated the description/requirements for a Youth participant to earn an Internship Completion Incentive to “90% completion of the total scheduled work hours as defined in the internship skills outline not to exceed a maximum of 360 hours.”
Staff Recommendations	Review and approve the acceptance of revisions to the WIOA Youth Program Incentive Payments Policy
Supporting Material	WIOA Youth Program Incentive Payments Policy Revisions
Board Staff	Kate Sayger Program Coordinator ksayger@careersourcerc.com 1-866-482-4473 ext. 526



PURPOSE

To establish a uniform standard for providing incentive payments to Workforce Innovation and Opportunity Act (WIOA) Youth Program participants of CareerSource Research Coast (CSRC).

REFERENCE

20 CFR 681.640. U.S. Department of Labor Training and Employment Guidance Letter No. 21-16.

BACKGROUND

WIOA regulations authorize the use of incentive payments for youth participants. Unlike supportive services, incentives are permitted for recognition and achievements directly tied to training activities, education, and work experience. In addition, Local Workforce Development Boards may determine the value of the incentive payments and create policies related to their use. Achievements completed prior to WIOA Youth enrollment do not qualify for incentives.

Opportunities for WIOA Youth to earn incentives must be outlined in writing and reviewed with the participant to ensure a thorough understanding of program requirements. Supporting documentation of the activities completed or milestones achieved must be documented in the participant’s file as verification of achievement.

LOCAL POLICY

For CSRC, In-School Youth (ISY) participants are limited to maximum incentives earnings of \$600 and Out-of-School Youth (OSY) participants are limited to maximum incentives earnings of \$650 per program year. If extenuating circumstances require funding in excess of the allowable limits, exceptions may be made upon request by the WIOA Youth Program Manager to the CSRC staff overseeing the WIOA Youth Workforce Service Contract and approved by CSRC’s Chief Financial Officer.

Incentive payments are based on the availability of funding and may be declined, adjusted, and/or discontinued due to changes in funding, budgets, and contracts, without notice. A participant’s lack of satisfactory performance/progress or disciplinary issues may delay receipt of any/all incentives until resolved.

CSRC offers the incentives listed below to WIOA Youth participants as determined allowable and upon meeting the requirements listed for each. Complete details regarding specific requirements for each may be found on the OSY Youth Connections Incentive Sheet and ISY Youth Connections Incentive Sheet.

Type	Description	Value	Limit Per Program Year	ISY, OSY, or Both
Successful Grade Report	Submission of end of term grade report reflecting satisfactory progress in a current education program.	\$25	Two	ISY
Success in Education	Attainment of Dean’s List, Honor Roll, or Perfect Attendance reports in conjunction with a successful grade report.	\$50	One	ISY
YESS Class Completion	Completion of core modules of the YESS Work Readiness curriculum.	\$100	One	Both



Type	Description	Value	Limit Per Program Year	ISY, OSY, or Both
Job Shadowing	Completion of a minimum of 10 (for ISY) 12 (for OSY) documented hours “shadowing” a professional in the industry or field identified in the participant’s career plan.	\$75 - OSY \$50- ISY	One - OSY Two - ISY	Both
Internship Completion	Completion of an internship working 140 hours- minimum to 192 hours maxi 90% completion of the total scheduled work hours as defined in the internship skills outline not to exceed a maximum of 360 hours.	\$150	One	Both
Basic Skills Upgrade	Increase of at least one Educational Functioning Level. Must be basic skills deficient at the time of enrollment.	\$50 - OSY \$25 - ISY	Two	Both
Credentialing – Long term Occupational Skills Credential	Attainment of a state or nationally recognized certification requiring long-term academic or occupational skills upgrades/training.	\$100	One	Both
Credentialing – GED/High School Diploma	Attainment of a state or nationally recognized high school diploma or GED.	\$200 -OSY \$150 - ISY	One	Both
Financial Literacy	Completion of an assigned financial literacy course.	\$25	One	Both
Leadership/ Entrepreneurial Project	Planning and execution of an approved leadership/entrepreneurial project.	\$25	One	Both
Education Exploration	Completion of at least one higher education institution visit.	\$25	One	Both
Youth Positive Outcome	Participant must be (a) employed (15 hours or more per week), enter post-secondary education, state approved apprenticeship training, or military, (b) earn a credential if enrolled in a training activity, (c) complete at least one measurable skill gain and complete at least one Basic Skills upgrade (if applicable).	\$150	One	Both
2nd Quarter Employment Retention	Verification of employment or school attendance during the second quarter after program exit.	\$75	One	Both
4th Quarter Employment Retention	Verification of employment or school attendance during the fourth quarter after program exit.	\$75	One	Both

Referenced Documents:

- OSY Youth Connections Incentive Sheet
- ISY Youth Connections Incentive Sheet
- WIOA Youth Incentive Payments Procedure



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To establish a uniform standard for providing incentive payments to Workforce Innovation and Opportunity Act (WIOA) Youth Program participants of CareerSource Research Coast (CSRC).

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Opportunities for WIOA Youth to earn incentives must be outlined in writing and reviewed with the participant to ensure a thorough understanding of program requirements. Supporting documentation of the activities completed or milestones achieved must be documented in the participant’s file as verification of achievement.

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Incentive payments are based on the availability of funding and may be declined, adjusted, and/or discontinued due to changes in funding, budgets, and contracts, without notice. A participant’s lack of satisfactory performance/progress or disciplinary issues may delay receipt of any/all incentives until resolved.

CSRC offers the incentives listed below to WIOA Youth participants as determined allowable and upon meeting the requirements listed for each. Complete details regarding specific requirements for each may be found on the OSY Youth Connections Incentive Sheet and ISY Youth Connections Incentive Sheet.

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Basic Skills Upgrade	Increase of at least one Educational Functioning Level. Must be basic skills deficient at the time of enrollment.	\$50 - OSY \$25 - ISY	Two	Both
Credentialing – Long term Occupational Skills Credential	Attainment of a state or nationally recognized certification requiring long-term academic or occupational skills upgrades/training.	\$100	One	Both
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Leadership/ Entrepreneurial Project	Planning and execution of an approved leadership/entrepreneurial project.	\$25	One	Both
Education Exploration	Completion of at least one higher education institution visit.	\$25	One	Both
Youth Positive Outcome	Participant must be (a) employed (15 hours or more per week), enter post-secondary education, state approved apprenticeship training, or military, (b) earn a credential if enrolled in a training activity, (c) complete at least one measurable skill gain and complete at least one Basic Skills upgrade (if applicable).	\$150	One	Both
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4th Quarter Employment Retention	Verification of employment or school attendance during the fourth quarter after program exit.	\$75	One	Both

Referenced Documents:

- OSY Youth Connections Incentive Sheet
- ISY Youth Connections Incentive Sheet
- WIOA Youth Incentive Payments Procedure

AGENDA ITEM SUMMARY

Title	Review and Approve the Acceptance of the Workforce Innovation Opportunity Act (Act) - Youth Program Measurable Skill Gains Policy Revisions
Strategic Plans/Goals	Operational Intelligence
Policy/Plan/Law	Section 129 of the Workforce Innovation & Opportunity Act (WIOA); Florida Department of Economic Opportunity Measurable Skill Gains Resource Guide (December 2020); CareerSource Florida Administrative Policy Number 109; TEGL 10-16, Change 3.
Action Requested	Review and Approve the Acceptance of Revisions to Workforce Innovation Opportunity Act (Act) - Youth Program’s Measurable Skill Gains Policy
Background	<p>WIOA regulations specify that attainment of measurable skill gains (MSG) must be documented for WIOA youth enrolled in a training or education activity. Measurable skill gains include training milestones, skills progression, attainment of a secondary school diploma or its equivalent, gains in educational functioning levels, and/or secondary or postsecondary transcript/report cards.</p> <p>To align with U.S. Department of Labor’s Training and Employment Guidance Letter (TEGL) 10-16, Change 3, staff revised CSRC’s WIOA Youth Program Measurable Skills Gains Policy as follows:</p> <ul style="list-style-type: none"> • Updated what is acceptable as verification of a Training Milestone MSG to include “...completion of one year of an apprenticeship training program, or similar milestones.” • Reworded ‘successful completion of an exam’ to documented passage of an exam required for an occupation’ in the Skills Progression MSG type. • For the Educational Functioning Level MSG type, removed specification of CASAS assessment as the only assessment that can be used to verify this MSG type.
Staff Recommendations	Review and approve the acceptance of the revisions to the WIOA Youth Program Measurable Skills Gain Policy
Supporting Material	WIOA Youth Program Measurable Skills Gain Policy Revisions
Board Staff	Kate Sayger Program Coordinator ksayger@careersourcerc.com 1-866-482-4473 x526



WORKFORCE INNOVATION & OPPORTUNITY ACT YOUTH
MEASURABLE SKILL
GAIN/INCENTIVE PAYMENTS POLICY
 ORIGINAL APPROVAL DATE:
12/19/2018/4/7/2021

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PURPOSE

To provide guidance to the Workforce Innovation and Opportunity Act (WIOA) Youth Program on the measurable skill gains requirement for WIOA Youth participants.

REFERENCES

Section 129 of the Workforce Innovation and Opportunity Act; Florida Department of Economic Opportunity Measurable Skill Gains Resource Guide (December 2020), Employment and Training Administration, United States Department of Labor, U.S. Department of Labor Training and Employment Guidance Letter No. TEGL 10-16 Change 3.

BACKGROUND

WIOA regulations specify that attainment of measurable skill gains must be documented for WIOA youth enrolled in a training or education activity. ~~Measurable skill~~ Measurable skill gains include training milestones, skills progression, attainment of a secondary school diploma or its equivalent, gains in educational functioning levels, and/or secondary or postsecondary transcript/report cards.

FSDF

- ~~Training Milestone~~
 Evaluations completed by an employer or training provider documenting the achievement of established milestones ~~such as completion of during an~~ on-the-job training (OJT), ~~completion of one year of an apprenticeship training program, or similar milestones. period.~~ Employer/training provider evaluations completed during job shadowing activities or work experience/internship activities cannot be utilized to document a training milestone measurable skill gain.
- ~~Skills Progression~~
 Documented ~~passage of an exam required for an occupation. ation showing the successful completion of an exam required for an occupation,~~ satisfactory attainment of an element on an industry or occupational competency exam, or other completion test required to obtain a credential.
- ~~Attainment of a Secondary School Diploma or its Equivalent~~
 Documentation showing the participant earned a high school diploma or its state-recognized equivalent.
- ~~Educational Functioning Level~~
 -Documentation showing achievement of at least one educational functioning level of a participant who is receiving instruction below the postsecondary education level.
- ~~Secondary or Postsecondary Transcript/Report Card~~
 Report card/transcript for one semester showing the youth is achieving academic standards. Secondary school credits or secondary school Carnegie credits may be accepted.

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A minimum of one measurable skill gain in any category must be attained for each participant enrolled in a training or education activity each program year of enrollment until the training or education activity is closed.

Referenced Documents

WIOA Youth - Measurable Skills Gains Procedure

An equal opportunity employer/program. Auxiliary aids and services are available upon request to individuals with disabilities. All voice telephone numbers may be reached by persons using TTY/TDD equipment via the Florida Relay Service at 711.
WIOA Youth - Measurable Skill Gains Policy- April 30, 2025 Revised November July 2024



WORKFORCE INNOVATION & OPPORTUNITY ACT YOUTH
MEASURABLE SKILL
GAINS INCENTIVE PAYMENTS POLICY
 _____ ORIGINAL APPROVAL DATE:
12/19/2018 4/7/2021

~~An equal opportunity employer/program. Auxiliary aids and services are available upon request to individuals with disabilities. All voice telephone numbers may be reached by persons using TTY/TDD equipment via the Florida Relay Service at 711.
 WIOA Youth - Measurable Skill Gains Policy- Revised July 2024
 Page 1 of 1~~

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 WIOA Youth - Measurable Skill Gains Policy- April 30, 2025 Revised November July 2024
 Page 1 of 1~~

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PURPOSE

To provide guidance to the Workforce Innovation and Opportunity Act (WIOA) Youth Program on the measurable skill gains requirement for WIOA Youth participants.

REFERENCES

Section 129 of the Workforce Innovation and Opportunity Act, Florida Department of Economic Opportunity Measurable Skill Gains Resource Guide (December 2020), Employment and Training Administration, United States Department of Labor, U.S. Department of Labor Training and Employment Guidance Letter No. TEGL 10-16 Change 3.

BACKGROUND

WIOA regulations specify that attainment of measurable skill gains must be documented for WIOA youth enrolled in a training or education activity. Measurable skill gains include training milestones, skills progression, attainment of a secondary school diploma or its equivalent, gains in educational functioning levels, and/or secondary or postsecondary transcript/report cards.

- **Training Milestone**
Evaluations completed by an employer or training provider documenting the achievement of established milestones such as completion of on-the-job training (OJT), completion of one year of an apprenticeship training program, or similar milestones. Employer/training provider evaluations completed during job shadowing activities or work experience/internship activities cannot be utilized to document a training milestone measurable skill gain.
- **Skills Progression**
Documented passage of an exam required for an occupation, satisfactory attainment of an element on an industry or occupational competency exam, or other completion test required to obtain a credential.
- **Attainment of a Secondary School Diploma or its Equivalent**
Documentation showing the participant earned a high school diploma or its state-recognized equivalent.
- **Educational Functioning Level**
Documentation showing achievement of at least one educational functioning level of a participant who is receiving instruction below the postsecondary education level.
- **Secondary or Postsecondary Transcript/Report Card**
Report card/transcript for one semester showing the youth is achieving academic standards. Secondary school credits or secondary school Carnegie credits may be accepted.

A minimum of one measurable skill gain in any category must be attained for each participant enrolled in a training or education activity each program year of enrollment until the training or education activity is closed.

Referenced Documents

WIOA Youth - Measurable Skills Gains Procedure

AGENDA ITEM SUMMARY

Title	Review and Approve Acceptance of the WIOA Workforce Innovation Opportunity Act (WIOA) - Youth Program Supportive Services Policy Revisions
Strategic Plans/Goals	Operational Intelligence
Policy/Plan/Law	Section 129 of the Workforce Innovation & Opportunity Act (WIOA); CareerSource Florida Administrative Policy Number 109; TEGL 10-16, Change 3.
Action Requested	Review and Approve Acceptance of Revisions to Workforce Innovation Opportunity Act (Act) - Youth Program’s Supportive Services Policy
Background	<p>Supportive services, one of the fourteen program elements for the WIOA Youth program, are services that enable an individual to participate in WIOA activities. These supportive services include but are not limited to assistance with transportation, childcare, housing, health care, educational testing, work-related attire, and work-related tools. To align with U.S. Department of Labor’s Training and Employment Guidance Letter (TEGL) 10-16, Change 3, staff revised CSRC’s WIOA Youth Supportive Services Policy as follows:</p> <ul style="list-style-type: none"> • To help WIOA Youth program participants overcome barriers to employment and training services, supportive services may be provided to participants actively enrolled, participating in a training activity, or active in follow up. <ul style="list-style-type: none"> ○ Prior to TEGL 10-16, Change 3, youth participants were not able to receive supportive services while active in follow up (i.e., during the 12-month retention period).
Staff Recommendations	Review and approve the acceptance of revisions to the WIOA Youth Program Supportive Services Policy
Supporting Material	WIOA Youth Program Supportive Services Policy Revisions
Board Staff	Kate Sayger Program Coordinator ksayger@careersourcerc.com 1-866-482-4473 ext. 526





PURPOSE

To establish a uniform standard for providing supportive services to Workforce Innovation & Opportunity Act (WIOA) Youth program participants of CareerSource Research Coast (CSRC). To avoid duplication, WIOA Youth Program staff shall coordinate and provide cost-effective support services to participants by either connecting participants to other resources or when appropriate WIOA funding is available. CSRC shall authorize supportive services when a participant demonstrates ~~the financial~~ financial need, when the participant will not be successful without the support, and when no alternative funding is available to pay for such supportive services.

REFERENCES

Section 129 of the Workforce Innovation & Opportunity Act; ~~U.S. Department of Labor Training and Employment Guidance Letter (TEGL) 10-16, Change 3.~~ WIOA Desk Reference - Supportive Services, ~~June 2017~~ 2024 Edition, ~~CareerSource Florida Administrative Policy 109.~~ ; ~~Employment and Training Administration, United States Department of Labor, U.S. Department of Labor Training and Employment Guidance Letter No. TEGL 21-16, and CareerSource Florida Administrative Policy No. 109.~~

BACKGROUND

Supportive services, one of the fourteen program elements for the WIOA Youth program, are services that enable an individual to participate in WIOA activities. These supportive services include but are not limited to assistance with transportation, childcare, housing, health care, educational testing, work-related attire, and work-related tools.

LOCAL POLICY

To help WIOA Youth program participants overcome barriers to employment and training services, supportive services may be provided to ~~participants~~ youth actively enrolled, ~~and~~ participating in a training activity, ~~or active in follow up.~~ Staff must assess the ~~participant's~~ youth's financial need for supportive services during the initial objective assessment and throughout the ~~participant's~~ youth's enrollment in career ~~or and~~ training services. WIOA-funded supportive services may be provided to ~~the participant~~ youth only after staff ~~has~~ have determined and appropriately documented the following:

- Supportive services are necessary for the ~~participant~~ youth to complete ~~the in~~ WIOA career or training services.
- The identified supportive service is not available through other agencies, programs, or ~~services~~ resources.
 - If available through other sources, staff must document how/why referrals to other agencies for the supportive service would create a hardship for the participant.
- ~~Determination of Staff has documented the~~ need for the supportive service ~~is included~~ in the participant's Individual Service Strategy (ISS) OR Individual Employment Plan (IEP). ~~An explanation regarding the participant's need for supportive service must be included in the participant's case notes in Employ Florida.~~
- ~~P~~WIOA Youth participant has completed and signed a ~~Determination Statement of Need for Supportive Services Statement Form~~ documenting the financial need for support ~~and a Receipt of Supportive Service form with the cost of the requested supportive services.~~ A copy of the form must be maintained in the participant's case file.
- ~~The completion of a~~ *Receipt of Supportive Services form documenting with the cost, purpose and need for the requested supportive service.*

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An equal opportunity employer/program. Auxiliary aids and services are available upon request to individuals with disabilities. All voice telephone numbers may be reached by persons using TTY/TDD equipment via the Florida Relay Service at 711.
WIOA Youth - Support Service Policy Revised July 2024



WORKFORCE INNOVATION & OPPORTUNITY ACT - YOUTH
SUPPORTIVE SERVICES POLICY
ORIGINAL APPROVAL DATE: 3/28/2018
REVISION DATE: 07/17/2024
BOARD EFFECTIVE DATE: ~~02/26/2025~~ 02/28/2024

- ~~along with a~~ The record of payment will be included in the ~~participants~~ participant's case file.
- Staff ~~will enter~~ ~~has recorded~~ the appropriate ~~service~~ code in the State's Management Information System, Employ Florida, along with a supporting case note documenting the need for the supportive service, as reflected in the ~~ISS or~~ IEP.

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Staff must ensure ~~supportive~~ the supportive services provided are used for their intended purpose and must not be issued to a third party on behalf of the WIOA Youth participant. Supportive services are purchased directly from the appropriate vendor; CSRC does not reimburse ~~the participant~~ youth for ~~costs~~ the costs incurred. The availability of supportive services may vary with each program year and is based on WIOA Youth Program funding ~~availability~~.

[WORKFORCE INNOVATION & OPPORTUNITY ACT – YOUTH](#)
[SUPPORTIVE SERVICES POLICY](#)
[ORIGINAL APPROVAL DATE: 03/25/2018](#)
[REVISION DATE: 01/21/2025](#)
[BOARD EFFECTIVE DATE: 4/30/2025](#)

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Due to limited WIOA Youth program funding, CSRC does not regularly authorize supportive service payments for housing expenses, childcare/dependent care, legal fees, fines, late fees, court costs, or any item not listed in the chart below. However, requests for support services not listed may be approved by the WIOA Youth Program Manager.

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SUPPORT SERVICE LIMITATIONS PER YOUTH PER PROGRAM YEAR		
Support Service	Cost Limitation	Quantity Limitation
Uniforms	\$100.00	2 Tops, 2 Bottoms
Shoes	\$50.00	One Pair
Safety Steel Toe Boots	\$75.00	One Pair
Interview Attire	\$100.00	2 Tops, 2 Bottoms
Tools	\$100.00	No Quantity Limitation
Background Screening	\$100.00	No Quantity Limitation
Physicals/Drug Screening	\$100.00	No Quantity Limitation
Bus Passes	\$35.00	One Book Per Month Maximum
Gas Cards/Uber Cards	Based on Mileage, Not to Exceed \$50.00	One Per Month Maximum
Educational Testing, Licensing Fees, Required Textbooks	\$300.00	No Quantity Limitation
Required Accommodations for Youth with Disabilities	No <u> </u> -Predetermined- Limit - Based on Documentation of Need and <u> </u> -Manager approval	No Quantity Limitation
Driver's License, Permit, State ID	No Predetermined Limit. Based on actual cost.	No Quantity Limitation

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Reference Documents:

WIOA Youth - Supportive Services Procedure

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[WIOA Youth Supportive Services Policy – April 30, February 2025](#)



PURPOSE

To establish a uniform standard for providing supportive services to Workforce Innovation & Opportunity Act (WIOA) Youth program participants of CareerSource Research Coast (CSRC). To avoid duplication, WIOA Youth Program staff shall coordinate and provide cost-effective support services to participants by either connecting participants to other resources or when appropriate WIOA funding is available. CSRC shall authorize supportive services when a participant demonstrates financial need, when the participant will not be successful without the support, and when no alternative funding is available to pay for such supportive services.

REFERENCES

Section 129 of the Workforce Innovation & Opportunity Act. U.S. Department of Labor Training and Employment Guidance Letter (TEGL) 10-16, Change 3. WIOA Desk Reference - Supportive Services, 2024 Edition. CareerSource Florida Administrative Policy 109.

BACKGROUND

Supportive services, one of the fourteen program elements for the WIOA Youth program, are services that enable an individual to participate in WIOA activities. These supportive services include but are not limited to assistance with transportation, childcare, housing, health care, educational testing, work-related attire, and work-related tools.

LOCAL POLICY

To help WIOA Youth program participants overcome barriers to employment and training services, supportive services may be provided to participants actively enrolled, participating in a training activity, or active in follow up. Staff must assess the participant's financial need for supportive services during the initial objective assessment and throughout the participant's enrollment in career or training services. WIOA-funded supportive services may be provided to the participant only after staff have determined and appropriately documented the following:

- Supportive services are necessary for the participant to complete career or training services.
- The identified supportive service is not available through other agencies, programs, or resources.
 - If available through other sources, staff must document how/why referrals to other agencies for the supportive service would create a hardship for the participant.
- Determination of need for the supportive service is included in the participant's Individual Service Strategy (ISS) OR Individual Employment Plan (IEP). An explanation regarding the participant's need for supportive service must be included in the participant's case notes in Employ Florida.
- Participant has completed and signed a *Determination of Need Statement Form* documenting the financial need for support. A copy of the form must be maintained in the participant's case file.
- The completion of a *Receipt of Supportive Services* form documenting the cost, purpose and need for the requested supportive service.
 - The record of payment will be included in the participant's case file.
- Staff will enter the appropriate service code in the State's Management Information System, Employ Florida, along with a supporting case note documenting the need for the supportive service, as reflected in the ISS or IEP.



Staff must ensure the supportive services provided are used for their intended purpose and must not be issued to a third party on behalf of the WIOA Youth participant. Supportive services are purchased directly from the appropriate vendor; CSRC does not reimburse the participant for the costs incurred. The availability of supportive services may vary with each program year and is based on WIOA Youth Program funding availability.

Due to limited WIOA Youth program funding, CSRC does not regularly authorize supportive service payments for housing expenses, childcare/dependent care, legal fees, fines, late fees, court costs, or any item not listed in the chart below. However, requests for support services not listed may be approved by the WIOA Youth Program Manager.

SUPPORT SERVICE LIMITATIONS PER YOUTH PER PROGRAM YEAR		
Support Service	Cost Limitation	Quantity Limitation
Uniforms	\$100.00	2 Tops, 2 Bottoms
Shoes	\$50.00	One Pair
Safety Steel Toe Boots	\$75.00	One Pair
Interview Attire	\$100.00	2 Tops, 2 Bottoms
Tools	\$100.00	No Quantity Limitation
Background Screening	\$100.00	No Quantity Limitation
Physicals/Drug Screening	\$100.00	No Quantity Limitation
Bus Passes	\$35.00	One Book Per Month Maximum
Gas Cards/Uber Cards	Based on Mileage, not to Exceed \$50.00	One Per Month Maximum
Educational Testing, Licensing Fees, Required Textbooks	\$300.00	No Quantity Limitation
Required Accommodations for Youth with Disabilities	No Predetermined Limit - Based on Documentation of Need and Manager approval	No Quantity Limitation
Driver's License, Permit, State ID	No Predetermined Limit. Based on actual cost.	No Quantity Limitation

Reference Documents:

WIOA Youth - Supportive Services Procedure

Agenda Item 5

AGENDA ITEM SUMMARY

Title	LWDB 20 Primary Indicators of Performance - 1st Quarter PY 2024-2025
Strategic Plans/Goals	Clear, Credible, and Trustworthy Commitments and Projects
Policy/Plan/Law	Workforce Innovation and Opportunity Act (WIOA) Title I Programs and Title III Wagner-Peyser (WP) Act; Training and Employment Guidance Letter No. 09-20
Action Requested	None - Information Only
Background	<p>The State of Florida must negotiate and agree upon performance levels for WIOA, and WP programs funded by the United States Department of Labor, Employment, and Training Administration. Once the state levels are established, the Department of Commerce (FLORIDACOMMERCE) must negotiate and reach agreements with the Local Workforce Development Boards for their local performance targets.</p> <p>Staff will review CareerSource Research Coast's performance for the 1st quarter of PY 2024-2025.</p>
Staff Recommendations	None - Information Only
Supporting Material	LWDB 20 PY 2024-2025 1st Quarter Performance
Board Staff	<p>Shelly Batton Director of Programs sbatton@careersourcerc.com (866) 482-4473 ext. 518</p>

	Statewide	LWDB 01	LWDB 02	LWDB 03	LWDB 04	LWDB 05	LWDB 06	LWDB 08	LWDB 10	LWDB 12	LWDB 16	LWDB 17	LWDB 18	LWDB 19	LWDB 20	LWDB 21	LWDB 22	LWDB 23	LWDB 24	LWDB 26	LWDB 27	LWDB 28
Adults:																						
Employed 2nd Qtr After Exit	85.20	82.30	93.50	95.20	95.40	82.30	87.70	97.10	81.10	84.30	92.90	81.30	85.20	90.90	97.60	81.80	89.20	90.30	89.40	81.8	88	85.7
Median Wage 2nd Quarter After Exit	\$9,968	\$9,928	\$12,254	\$8,370	\$13,775	\$7,999	\$8,712	\$13,915	\$11,024	\$9,330	\$11,872	\$8,637	\$10,200	\$10,123	\$13,586	\$8,079	\$11,124	\$8,638	\$10,149	\$7,817.50	\$9,404.00	\$8,520.50
Employed 4th Qtr After Exit	86.10	90.40	90.40	95.80	95.90	88.60	91.00	95.90	84.40	82.00	90.00	84.00	89.50	93.90	92.60	74.60	89.00	81.80	88.80	87.8	88.8	87.6
Credential Attainment Rate	76.50	62.90	82.80	90.00	97.00	62.70	90.00	85.60	74.10	71.40	96.40	79.40	80.90	84.80	95.50	60.40	76.80	89.40	77.60	43.2	82.4	76.2
Measurable Skill Gains	75.40	40.80	83.30	82.40	62.90	65.30	75.00	83.00	77.90	74.00	67.20	72.70	70.90	71.00	77.30	89.00	72.90	91.80	71.70	71.4	73.5	79.9
Dislocated Workers:																						
Employed 2nd Qtr After Exit	86.80	100.00	100.00	100.00	100.00	100.00	100.00	96.20	0.00	86.70	86.50	63.20	87.50	0.00	100.00	82.10	94.80	87.00	91.50	100	97	80.2
Median Wage 2nd Quarter After Exit	\$10,514	\$6,805	\$19,220	\$8,857	\$15,965	\$18,697	\$13,144	\$16,502	\$0	\$9,123	\$9,691	\$8,002	\$9,639	\$0	\$11,383	\$9,630	\$12,492	\$10,817	\$10,214	\$8,504	\$10,571	\$9,427
Employed 4th Qtr After Exit	86.40	64.30	100.00	0.00	100.00	0.00	0.00	97.10	0.00	86.30	87.00	81.80	60.00	0.00	100.00	79.30	90.20	86.00	82.40	84.6	87.8	91.2
Credential Attainment Rate	79.30	64.30	100.00	0.00	100.00	0.00	0.00	100.00	100.00	64.10	96.30	77.40	72.70	0.00	100.00	70.80	86.70	96.80	79.70	62.5	77.4	71.8
Measurable Skill Gains	78.90	28.60	83.30	0.00	0.00	100.00	100.00	72.70	66.70	90.60	61.70	68.20	77.80	50.00	90.90	92.60	73.70	89.20	72.00	82.4	76.9	83.4
Youth:																						
Employed 2nd Qtr After Exit	80.00	78.30	83.30	90.90	95.60	73.00	75.00	83.20	68.40	78.10	76.90	81.80	87.50	96.00	90.00	79.10	88.70	78.40	71.40	84.2	82.2	79.9
Median Wage 2nd Quarter After Exit	\$4,814	\$4,600	\$7,137	\$6,502	\$5,957	\$5,094	\$2,213	\$5,148	\$3,426	\$5,895	\$5,314	\$4,498	\$7,094	\$5,618	\$4,524	\$3,555	\$3,266	\$4,940	\$4,600	\$6,144.50	\$4,360.50	\$5,288.00
Employed 4th Qtr After Exit	80.40	88.20	100.00	80.60	96.00	80.90	58.10	83.60	77.30	75.30	88.10	70.30	71.40	79.20	90.50	79.10	86.80	78.60	78.40	75	82.7	85.5
Credential Attainment Rate	78.60	66.70	66.70	58.60	50.00	50.00	76.50	77.50	95.90	79.40	90.80	82.60	66.70	87.00	81.30	92.40	89.60	60.20	66.70	80	89.4	83.2
Measurable Skill Gains	71.40	59.70	80.80	60.00	75.00	56.30	73.70	76.40	84.80	58.00	73.90	41.70	56.50	84.40	90.10	60.80	88.30	79.80	52.80	76.5	76.2	57.5
Wagner Peysers:																						
Employed 2nd Qtr After Exit	68.70	67.30	66.50	69.90	70.90	68.90	73.60	69.30	65.90	71.80	67.00	65.10	71.80	66.90	64.90	67.80	69.30	71.10	71.30	66.2	67	68.1
Median Wage 2nd Quarter After Exit	\$7,608	\$7,612	\$8,247	\$5,900	\$6,988	\$6,110	\$6,783	\$8,081	\$6,697	\$7,619	\$7,741	\$7,253	\$8,302	\$6,601	\$7,535	\$8,656	\$9,015	\$7,717	\$7,582	\$6,967	\$7,099	\$7,954
Employed 4th Qtr After Exit	68.40	65.00	67.60	68.80	67.60	68.60	71.00	70.20	67.30	71.90	65.50	65.00	69.50	66.70	63.00	67.80	69.00	69.90	68.30	66	66.6	68.7

Not Met (less than 90% of negotiated)
Met (90-100% of negotiated)
Exceeded (greater than 100% of negotiated)

LWDB 20

Measures	PY2023-2024 1st Quarter Performance	PY2023-2024 % of Performance Goal Met For Q1	PY2023-2024 2n Quarter Performance	PY2023-2024 % of Performance Goal Met For Q2	PY2023-2024 3rd Quarter Performance	PY2023-2024 % of Performance Goal Met For Q3	PY2023-2024 4th Quarter Performance	PY2023-2024 % of Performance Goal Met For Q4	PY2023-2024 Performance Goals	PY2024-2025 1st Quarter Performance	PY2023-2024 % of Performance Goal Met For Q4	PY2024-2025 Performance Goals
Adults:												
Employed 2nd Qtr After Exit	93.50	102.07	93.80	102.40	94.70	103.38	94.70	103.38	91.60	97.6	104.61	93.3
Median Wage 2nd Quarter After Exit	\$12,798	139.06	\$12,901	140.18	\$12,301	133.66	\$13,000	141.26	\$9,203	\$13,586	137.43	\$9,886
Employed 4th Qtr After Exit	85.90	94.29	91.00	99.89	90.70	99.56	93.80	102.96	91.10	92.6	101.65	91.1
Credential Attainment Rate	89.60	101.82	94.70	107.61	94.40	107.27	94.30	107.16	88.00	95.5	111.44	85.7
Measurable Skill Gains	80.60	94.49	79.40	93.08	80.30	94.14	99.30	116.41	85.30	77.3	108.57	71.2
Dislocated Workers:												
Employed 2nd Qtr After Exit	92.90	105.57	81.80	92.95	100.00	113.64	100.00	113.64	88.00	100	108.70	92
Median Wage 2nd Quarter After Exit	\$9,784	113.27	\$9,749	112.86	\$9,399	108.81	\$9,749	112.86	\$8,638	\$11,382.50	113.83	\$10,000
Employed 4th Qtr After Exit	82.10	88.76	92.30	99.78	92.90	100.43	90.90	98.27	92.50	100	109.89	91
Credential Attainment Rate	88.20	116.98	85.70	113.66	85.70	113.66	100.00	132.63	75.40	100	112.11	89.2
Measurable Skill Gains	81.80	105.82	75.00	97.02	75.00	97.02	100.00	129.37	77.30	90.9	113.77	79.9
Youth:												
Employed 2nd Qtr After Exit	73.50	90.52	77.80	95.81	82.50	101.60	87.30	107.51	81.20	90	111.66	80.6
Median Wage 2nd Quarter After Exit	\$4,158	127.49	\$3,935	120.67	\$4,321	132.49	\$4,830	148.11	\$3,261	\$4,523.50	129.24	\$3,500
Employed 4th Qtr After Exit	65.50	83.12	78.40	99.49	82.40	104.57	85.70	108.76	78.80	90.5	123.97	73
Credential Attainment Rate	100.00	113.38	85.00	96.37	75.50	85.60	79.50	90.14	88.20	81.3	92.18	88.2
Measurable Skill Gains	95.20	117.53	96.40	119.01	90.60	111.85	98.80	121.98	81.00	90.1	104.40	86.3
Wagner Peyser:												
Employed 2nd Qtr After Exit	64.40	98.62	63.80	97.70	63.90	97.86	63.60	97.40	65.30	64.9	97.89	66.3
Median Wage 2nd Quarter After Exit	\$7,208	130.10	\$7,424	134.01	\$7,239	130.67	\$7,426	134.04	\$5,540	\$7,535	136.01	\$6,295
Employed 4th Qtr After Exit	62.30	99.52	61.20	97.76	61.90	98.88	62.50	99.84	62.60	63	100.64	62.1

Not Met (less than 90% of negotiated)
Met (90-100% of negotiated)
Exceeded (greater than 100% of negotiated)

AGENDA ITEM SUMMARY

Title	Workforce Innovation & Opportunity Act (WIOA) Youth Connections Performance Report - 1st and 2nd Quarter - PY 2024-2025
Strategic Plans/Goals	Operational Intelligence
Policy/Plan/Law	Workforce Innovation & Opportunity Act/Board - Youth Council Responsibility
Action Requested	None - Information Only
Background	<p>The Youth Council is responsible for monitoring the performance of all youth programs. Youth Council members will review the performance and progress toward the goals of Eckerd Connects, the Board's contracted WIOA Youth Programs provider, for the 1st and 2nd Quarter - PY 2024-2025.</p> <p>Youth Connections staff will provide information about the activities and services provided by Eckerd Connects during the Program Year 2024-2025.</p>
Staff Recommendations	None - Information Only
Supporting Material	WIOA Youth Connections Performance Report - 1st and 2nd Quarter - PY 2024-2025
Board Staff	<p>Kate Sayger Program Coordinator ksayger@careersourcerc.com (866) 482-4473 ext. 526</p>

Performance Measure		PY24 - 25 Goal	JUL 2024	AUG 2024	SEP 2024	OCT 2024	NOV 2024	DEC 2024	YTD Actual	YTD % Achieved	Benchmark Status
Enrollments	Out of School (OSY) Enrollments	53	7	6	9	2	4	3	31	58.49%	ON TRACK
	In School (ISY) Enrollments	17	1	4	1	0	3	0	9	52.94%	ON TRACK
	Total # Enrollments	70	8	10	10	2	7	3	40	57.14%	ON TRACK
	% ISY Enrollments	25%	13%	40%	10%	0%	43%	0%	22.50%	90.00%	NEEDS IMPROVEMENT
	Total # Open Cases as of EOM	N/A	84	91	90	83	84	83	86 (average)	N/A	N/A
Work Experience	Internship Placements	N/A	4	4	8	2	4	3	25	N/A	N/A
	Successful Internship Completions	N/A	1	2	4	6	4	2	19	N/A	N/A
	Internship Completion Percentage	N/A	25%	50%	50%	300%	100%	67%	76.00%	N/A	ON TRACK
	W/Ex Expenditures	\$222,735.00	\$12,142.42	\$17,550.40	\$22,405.84	\$30,443.84	\$16,907.82	\$20,603.60	120,053.92	53.90%	ON TRACK
	Median Earnings - 2nd Quarter After Exit **	\$3,500.00	\$4,523.50						\$4,523.50	129.24%	
	Employment Rate - 2nd Quarter After Exit **	80.60%	90.00%						90.00%	111.66%	
	Employment Rate - 4th Quarter After Exit **	73.0%	90.50%						90.50%	123.97%	
	Credential Attainment Rate	88.20%	81.3%						81.3%	92.18%	
	Measurable Skills Gains	86.30%	90.10%						90%	104.40%	

AGENDA ITEM SUMMARY

Title	WIOA Youth Success Story
Strategic Plans/Goals	Clear, Credible, and Trustworthy Commitments and Projects
Policy/Plan/Law	N/A
Action Requested	None - Information Only
Background	CareerSource Research Coast is committed to improving the lives of youth in our Local Workforce Development Area. CareerSource Research Coast acknowledges and celebrates our WIOA Youth participants' commitment and achievement of goals.
Staff Recommendations	Staff will provide success stories of WIOA Youth participants.
Supporting Material	WIOA Youth Participant Success Stories
Board Staff	Angie Strickland Program Manager astrickland@careersourcerc.com (866) 482-4473 ext. 518