



# Youth Council Committee

## MEETING AGENDA

### *Meeting Details*

**Date:** Tuesday, April 21, 2026

**Time:** 8:00 a.m.

**Location:** In-Person:  
4100 Okeechobee Rd.  
Unit 90A  
Fort Pierce, FL 34947

### *Microsoft TEAMS Virtual Meeting Access*

**Access Code:** 785 995 684#

Phone: 1-772-800-5467

**URL:**

<https://teams.microsoft.com/meet/250856923126466?p=RMire14hRWut7U9HIs>

### *Opening Remarks*

1. Welcome & Attendance

### *Voting Items*

2. Review and Approve Workforce Innovation and Opportunity Act (WIOA) - Youth Program Supportive Services Policy Revisions
3. Review and Approve RFP# 26-001-YWS Sub-Recipient Contract Recommendation

### *Information/Discussion*

4. Workforce Innovation and Opportunity Act (WIOA) - Youth Connections Success Story
5. Workforce Innovation and Opportunity Act (WIOA) - Youth Connections Program Update
6. Workforce Innovation and Opportunity Act (WIOA) - Youth Connections Performance Report
7. LWDB 20 Primary Indicators of Performance 2<sup>nd</sup> Quarter - PY 2025-2026
8. CSRC Summer Projects Update
9. Adjournment

*Next Youth Council Meeting Scheduled for July 20, 2026*

collaborate.  
innovate.  
lead.



## AGENDA ITEM SUMMARY

<b>Title</b>	Review and Approve WIOA Workforce Innovation Opportunity Act (Act) - Youth Program Supportive Services Policy Revisions
<b>Strategic Plans/Goals</b>	Operational Intelligence
<b>Policy/Plan /Law</b>	Section 129 of the Workforce Innovation & Opportunity Act (WIOA); CareerSource Florida Administrative Policy Number 109; TEGL 10-16, Change 3.
<b>Action Requested</b>	Review and Approve Revisions to Workforce Innovation Opportunity Act (Act) - Youth Program's Supportive Services Policy
<b>Background</b>	<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.</p> <p>Staff has revised the policy to include a structured approval process for requests that fall outside of the limits or frequency outlined in the policy. This change aligns the WIOA Youth policy with the existing WIOA Adult and Dislocated Worker approach, requiring VP/COO approval for exceptions.</p>
<b>Staff Recommendations</b>	Approve the Revisions to the WIOA Youth Program Supportive Services Policy
<b>Supporting Material</b>	WIOA Youth Program Supportive Services Policy
<b>Board Staff</b>	Kate Sayger Program Coordinator <a href="mailto:ksayger@careersourcerc.com">ksayger@careersourcerc.com</a> (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, CSRC shall coordinate/provide cost-effective support services by connecting participants to other resources, or via the use of WIOA funds as 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. Limits are based on the participant’s documented need, suitability, and funding availability. The table below reflects the supportive services regularly needed by WIOA Youth participants. Requests for support services not listed may be submitted to the Youth Program Manager; however, the VP/COO will have the final approval of supportive services not listed, and requests that exceed the “Quantity Limitation,” or maximum amount listed below. However, requests for support services not listed may be approved by the WIOA Youth Program Manager.

<b>SUPPORT SERVICE LIMITATIONS PER YOUTH PER PROGRAM YEAR</b>		
<b>Support Service</b>	<b>Cost Limitation</b>	<b>Quantity Limitation</b>
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](#)



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## **BACKGROUND**

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<b>Support Service</b>	<b>Quantity Limitation</b>
Background Screening	Twice Per Program Year
Bus Passes	Once Per Month Maximum
Driver's License, Permit, State ID	Once Per Program Year (Each)
Educational Testing, Licensing Fees, Required Textbooks	\$500 Maximum Per Program Year
Gas Cards/Uber Cards	Bi-weekly
Interview Attire	2 Tops and 2 Bottoms Per Program Year
Physicals/Drug Screening	\$500 Maximum Per Program Year
Required Accommodations for Youth with Disabilities	No Quantity Limitation. Based on Documentation of Need and Manager approval.
Safety Steel Toe Boots	One Pair Per Program Year
Shoes	One Pair Per Program Year
Tools	Once Per Program Year
Uniforms	2 Tops and 2 Bottoms Per Program Year (**unless participant provides documentation from the training program/potential employer with the # of uniform items required)

## AGENDA ITEM SUMMARY

<b>Title</b>	Review and Approve RFP #26-001-YWS Youth Workforce Services Contracting Recommendation
<b>Strategic Plans/Goals</b>	Operational Intelligence
<b>Policy/Plan/Law</b>	Workforce Innovation and Opportunities Act (WIOA)
<b>Action Requested</b>	Review and Approve the Rating Team’s Recommendation for WIOA Youth Services Provider 2026-2031.
<b>Background</b>	<p>In accordance with State and Federal procurement requirements, CareerSource Research Coast issued a Request for Proposals (RFP) on February 4, 2026, for the delivery of WIOA Youth Workforce Services for the 2026–2031 program period. Four proposals were received, of which three met the technical requirements and advanced to the evaluation phase. The Rating Team completed its review and scoring process on April 10, 2026.</p> <p>Staff will present the results of the procurement process and the Rating Team’s recommendation for Youth Council consideration</p>
<b>Staff Recommendations</b>	Review and Approve RFP #26-001-YWS Youth Workforce Services Contracting Recommendation
<b>Supporting Material</b>	RFP 26-001-YWS Youth Workforce Services Contracting Rating Sheet
<b>Board Staff</b>	Tracey McMorris Vice President of Operations/COO <a href="mailto:tmcmorris@careersourcerc.com">tmcmorris@careersourcerc.com</a> (866) 482-4473 ext. 528



RFPIRFQ COMPOSITE RATING SHEET

RFPIRFQ Title: Youth Workforce Services RFP/RFQ: RFP-26-001-YWS

Proposer: Eckerd Youth Alternatives Inc.

Rating Team Captain: Tracey McMorris

Rating Team Members: 1. Christina Coble 2. Kate Sayger 3. Tracey McMorris

Rated Elements	Proposers		Comments
	Eckerd	BGCSLC TCCEED	
1. Proposers Qualifications (15 points max)	14.00	8.00	Eckerd demonstrates extensive WIOA experience with a strong performance history and established operational capacity. BGCSLC presents relevant youth service experience and strong community presence but lacks direct WIOA program administration experience. TCCEED is a newer organization with limited operating history and no demonstrated experience managing WIOA-funded programs at scale.
2. Understanding (10 points max)	10.00	7.00	Eckerd demonstrates a comprehensive understanding of WIOA requirements and alignment with CSRC's service delivery model. BGCSLC reflects a general understanding of the work but includes gaps in WIOA-specific requirements, including compliance and allowable activities. TCCEED demonstrates a basic understanding of workforce programming but lacks sufficient detail regarding core WIOA components such as case management and required program elements.
3. Program Design (15 points max)	14.33	9.33	Eckerd presents a comprehensive, track-based service model that incorporates all required elements and a phased approach to ISY expansion. BGCSLC proposes a 50/50 ISY/OSY model aligned with local priorities but lacks detailed strategies for implementation across both populations. TCCEED focuses primarily on existing programming and work-based learning but does not demonstrate a fully developed WIOA service model.
4. Goals/Objectives (15 points max)	14.00	7.33	Eckerd provides measurable goals aligned with WIOA indicators, though opportunities exist to strengthen performance targets. BGCSLC identifies general service targets but lacks clearly defined strategies aligned with WIOA performance outcomes. TCCEED does not clearly align goals with WIOA performance requirements and lacks defined strategies for achieving required outcomes.
5. Cost per Participant (15 points max)	7.67	7.33	Eckerd proposes a higher cost per participant reflective of a comprehensive service model, with opportunities for improved efficiency. BGCSLC presents a reasonable cost structure, though feasibility is uncertain given the proposed scale of services. TCCEED offers a lower cost per participant, which corresponds to a more limited scope of services.
6. Budget (10 points max)	8.00	5.67	Eckerd provides a detailed and well-aligned budget, though personnel costs are higher than comparable proposals. BGCSLC presents a generally aligned budget with concerns related to staffing capacity and inclusion of unallowable costs. TCCEED reflects limited staffing and resources, raising concerns regarding the ability to deliver required services.
7. Relationships (10 points max)	9.33	8.00	Eckerd demonstrates extensive, well-defined partnerships supporting service delivery. BGCSLC also presents strong community relationships, though partner roles are not fully defined within the service model. TCCEED demonstrates community connections, but partnerships are not clearly structured to support comprehensive program delivery.
8. Financial Capacity (10 points max)	10.00	8.67	Eckerd demonstrates strong financial capacity and extensive experience managing grant funding. BGCSLC demonstrates financial stability and the ability to front costs, though WIOA-specific fiscal experience is limited. TCCEED does not demonstrate sufficient financial capacity to support a reimbursement-based contract.
<b>TOTAL POINTS (100 POINTS MAX)</b>	<b>87.33</b>	<b>61.33</b>	<b>30.67</b>

Digitally signed by Tracey McMorris Date: 2026.04.14 12:49:29 -04'00'

Rating Team Captain Signature: \_\_\_\_\_ Date: 4/14/2026

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. RFP-26-001-YWS Composite Rating Sheet

# Agenda Item 4

## AGENDA ITEM SUMMARY

<b>Title</b>	Youth Connections Success Story
<b>Strategic Plans/Goals</b>	Clear, Credible, and Trustworthy Commitments and Projects
<b>Policy/Plan/Law</b>	N/A
<b>Action Requested</b>	None - Information only
<b>Background</b>	CareerSource Research Coast is committed to improving the lives of youth throughout our Local Workforce Development Area. During each meeting, staff will highlight a WIOA Youth participant success story to celebrate their progress, achievements, and commitment to reaching their goals.
<b>Staff Recommendations</b>	None - Information Only
<b>Supporting Material</b>	Youth Connections Success Story Flyer - Steve
<b>Board Staff</b>	Tracey McMorris Vice President of Operations/COO <a href="mailto:tmcmorris@careersourcerc.com">tmcmorris@careersourcerc.com</a> (866) 482-4473 ext. 528

# Steve:

## Rising After the Fall

Steve grew up in an impoverished neighborhood where every day felt like a battle, yet he pushed himself through high school with relentless determination. His hard work paid off when he earned a football scholarship he believed would transform his future. Then everything changed in a single violent moment when he became collateral damage in a gang related shooting. The injury left him paralyzed, facing life as a quadriplegic, stripped of his scholarship, and isolated as he struggled to relearn the basics of daily living. The future he had imagined disappeared, leaving him searching for purpose in the shadows of loss.

Hope returned when the gang prevention organization Ignite connected him with a mentor who introduced him to CareerSource Research Coast's Youth Connections and his Career Coach. With steady guidance, Steve rebuilt his confidence, completed internships that strengthened his customer service skills, and rediscovered the belief that his life still held possibility. His persistence opened a new door when he secured a position as an Internet Consultant for a local car dealership.



Today, Steve stands as a powerful symbol of resilience and perseverance, proof that with the right support, new paths can rise even after the most devastating setbacks.

Learn more how youth are served through CareerSource Research Coast Youth Connections.

Call 866- 4U2-HIRE

# Agenda Item 5

## AGENDA ITEM SUMMARY

<b>Title</b>	Youth Connections Program Update
<b>Strategic Plans/Goals</b>	Strategic Planning, Commitments, and Projects
<b>Policy/Plan/Law</b>	Workforce Development Board of the Treasure Coast By-Laws
<b>Action Requested</b>	None - Information only
<b>Background</b>	The primary functions of the Youth Council shall be to help plan for, raise visibility of, and oversee youth-focused workforce development activities and services for youth ages 16-24 in Indian River, Martin, and St. Lucie Counties. The Youth Council shall also serve as a forum for discussing youth-related community issues and creating connections and partnerships between all the youth development entities in the LWDA.
<b>Staff Recommendations</b>	Staff will provide programmatic updates on the Youth Connections Program
<b>Supporting Material</b>	None - Information Only
<b>Board Staff</b>	Tracey McMorris Vice President of Operations/COO <a href="mailto:tmcmorris@careersourcerc.com">tmcmorris@careersourcerc.com</a> (866) 482-4473 ext. 528

# Agenda Item 6

## AGENDA ITEM SUMMARY

<b>Title</b>	Youth Connections Performance Report
<b>Strategic Plans/Goals</b>	Operational Intelligence
<b>Policy/Plan/Law</b>	Workforce Innovation & Opportunity Act/Board - Youth Council Responsibility
<b>Action Requested</b>	None - Information Only
<b>Background</b>	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 Services provider.
<b>Staff Recommendations</b>	None - Information Only
<b>Supporting Material</b>	PY25-26 Youth Performance Report
<b>Board Staff</b>	Kate Sayger WIOA Program Coordinator <a href="mailto:ksayger@careersourcerc.com">ksayger@careersourcerc.com</a> (866) 482-4473 ext. 526

### Monthly Performance Report

Performance Measure	PY25 - 26 Goal	JUL 2025	AUG 2025	SEP 2025	OCT 2025	NOV 2025	DEC 2025	JAN 2026	FEB 2026	MAR 2026	APR 2026	MAY 2026	JUN 2026	YTD Actual	YTD % Achieved	Benchmark Status
Enrollments	Out of School (OSY) Enrollments	2	5	5	6	3	7	3	5	2				38	84.44%	ON TRACK
	In School (ISY) Enrollments	1	2	1	2	2	2	0	0	2				12	80.00%	ON TRACK
	Total # Enrollments	3	7	6	8	5	9	3	5	4	0	0	0	50	83.33%	ON TRACK
	% ISY Enrollments	33%	29%	17%	25%	40%	22%	0%	0%	0%	50%			24.0%	96.00%	ON TRACK
	Total # Open Cases as of EOM	77	77	75	74	75	81	82	80	79				78	N/A	N/A
Work Experience	Internship Placements	3	3	2	4	3	3	4	1	5				28	N/A	N/A
	Successful Internship Completions	0	3	3	2	3	2	5	2	3				23	N/A	N/A
	Internship Completion Percentage	0%	100%	150%	50%	100%	67%	125%	200%	60%				82.1%	N/A	ON TRACK
	W/EX Expenditures	\$9,255.47	\$17,624.64	\$14,866.18	\$18,916.08	\$15,708.20	\$18,633.99	\$18,384.10	\$16,068.27	Not Yet Available				\$129,456.93	69.04%	ON TRACK
	Median Earnings - 2nd Quarter After Exit **	\$3,800.00	\$4,608.00			\$4,608.00									\$4,608.00	121.26%
WIOA Performance Metrics	Employment Rate - 2nd Quarter After Exit **	80.6%	80.80%			77.80%								79.30%	98.39%	TBD
	Employment Rate - 4th Quarter After Exit **	73.0%	92.60%			87.00%								89.80%	123.01%	TBD
	Credential Attainment Rate	90.1%	79.1%			72.5%								75.8%	84.13%	TBD
	Measurable Skills Gains	86.3%	93.50%			94.20%								93.9%	108.75%	TBD
	Global Exclusions	N/A	0	0	0	0	0	0	0	0	0	0	0			N/A

# Agenda Item 7

## AGENDA ITEM SUMMARY

<b>Title</b>	LWDB 20 Primary Indicators of Performance for Program Year (PY) 2025-2026 2nd Quarter
<b>Strategic Plans/Goals</b>	Strategic Planning, Commitments, and Projects
<b>Policy/Plan/Law</b>	Workforce Innovation and Opportunity Act (WIOA) Title I Programs and Title III Wagner-Peyser (WP) Act; Training and Employment Guidance Letter No. 09-20
<b>Action Requested</b>	None - Information only
<b>Background</b>	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 regarding their local performance targets.
<b>Staff Recommendations</b>	Staff will review WIOA Youth Indicators of Performance Outcomes for the 2nd quarter of PY2025- 2026.
<b>Supporting Material</b>	PY2025-26 Q2 Indicators of Performance
<b>Board Staff</b>	Tracey McMorris Vice President of Operations/COO <a href="mailto:tmcmorris@careersourcerc.com">tmcmorris@careersourcerc.com</a> (866) 482 4473 ext. 528

LWDB 20

Measures	PY2024-2025 2nd Quarter Performance	PY2024-2025 % of Performance Met For Q2	PY2024-2025 3rd Quarter Performance	PY2024-2025 % of Performance Met For Q3	PY2024-2025 4th Quarter Performance	PY2024-2025 % of Performance Met For Q4	PY2024-2025 Performance Goals	PY2025-2026 1st Quarter Performance	PY2025-2026 % of Performance Met For Q1	PY2025-2026 2nd Quarter Performance	PY2025-2026 % of Performance Met For Q2	PY2025-2026 Performance Goals
<b>Youth:</b>												
Employed 2nd Qtr After Exit	90.5	112.28	91.2	113.15	87	107.94	80.6	80.8	100.25	77.8	96.53	80.6
Median Wage 2nd Quarter After Exit	\$4,802	137.20	\$4,909	140.26	\$4,565	130.41	\$3,500	\$4,608	121.26	\$4,608	121.26	\$3,800
Employed 4th Qtr After Exit	90.9	124.52	93.3	127.81	93.7	128.36	73	92.6	126.85	87	119.18	73
Credential Attainment Rate	87.2	98.87	88.4	100.23	88.4	100.23	88.2	79.1	87.79	72.5	80.47	90.1
Measurable Skill Gains	90.2	104.52	96.3	111.59	98.6	114.25	86.3	93.5	108.34	94.2	109.15	86.3

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

# Agenda Item 8

## AGENDA ITEM SUMMARY

<b>Title</b>	CSRC Youth Summer Projects Update
<b>Strategic Plans/Goals</b>	Clear, Credible, and Trustworthy Commitments and Projects
<b>Policy/Plan/Law</b>	N/A
<b>Action Requested</b>	None - Information Only
<b>Background</b>	<p>CareerSource Research Coast is committed to improving the lives of youth in our Local Workforce Development Area (LWDA). Wherever possible, CSRC engages in special initiatives to assist area youth with work-readiness skills and work-based learning opportunities.</p> <p>Staff will provide the following updates:</p> <ol style="list-style-type: none"><li>1. Status update on the 2026 Summer of Success (SOS) project</li><li>2. Changes to TANF resulting in the termination of CSRC's annual Pregnancy Prevention Summer program</li></ol>
<b>Staff Recommendations</b>	None - Information Only
<b>Board Staff</b>	<p>Tracey McMorris Vice President of Operations/COO <a href="mailto:tcmorris@careersourcerc.com">tcmorris@careersourcerc.com</a> (866) 482-4473 ext. 518</p>