



**Broward Workforce Development Board
Youth Committee**
Monday March 27, 2023
12:30 p.m. – 2:00 p.m.

Zoom Meeting ID: 833 1915 0778
Zoom Password: 758814
Zoom Call in: 1-646-876-9923

CareerSource Broward Boardroom
2890 West Cypress Creek Road, Ft. Lauderdale, FL 33309

This meeting is being held in person. Due to Covid-19, in the interest of keeping our board, staff, and public safe this meeting is also accessible via a Zoom video conference.

PROTOCOL FOR TELEPHONE/ZOOM MEETING

1. Please state your name when making or seconding a motion. Such as “I move the item, and your name – “Jane Doe.” Please also identify yourself when asking a question.
2. Put your phone/microphone on mute when not speaking. Don’t forget to take it off when you wish to speak. Telephone users must press *6 to mute or unmute yourself.
3. Votes in the affirmative should be “aye” and in opposition should be “no” (delays in responding sometimes make it difficult to determine the intent of the vote).
4. Please be in a quiet area free of background noise, so we may hear you clearly when you are speaking. When using Zoom, please make sure the background is appropriate or choose one of their virtual backgrounds.
5. If you are calling and must leave the call, please don’t put your phone on hold. In some cases, we will get music or recorded messages and we will not be able to conduct business.
6. If you are using your phone for audio, please identify yourself on the screen and state the last 4 digits of the number you are calling from.
7. Please note the chat function has been disabled.

The Committee is reminded of the conflict-of-interest provisions. In declaring a conflict, please refrain from voting or discussion and declare the following information: 1) your name and position on the Board, 2) the nature of the conflict and 3) who will gain or lose as a result of the conflict. Please also fill out form 8B prior to the meeting.

MEETING AGENDA

IDENTIFICATION AND INTRODUCTION OF ANY UNIDENTIFIED CALLERS

SELF-INTRODUCTIONS

APPROVAL OF MINUTES

N/A First Meeting

RECOMM	N/A
ACTION	None
EXHIBIT	None

NEW BUSINESS

1. PY 23/24 School Board of Broward County (SBBC) Out-of-School Contract Renewal

Consideration to approve 1) the renewal of the SBBC out-of-school youth contract for PY 23/24 not to exceed \$615,185 subject to negotiation and 2) which includes an increase of 20% to account for staff wage and benefit increases. The number of youth to be served is the same as last year, up to 135 youth. This is the 4th and final renewal under the current contract. Because SBBC is represented on the BWDB, this recommendation must be approved by a 2/3 vote of the Board members present with an established quorum at a Board meeting.

RECOMM	Approval
ACTION	Motion for Approval
EXHIBIT	Memo #20 – 22 (OPS)

Pages 7 – 8

2. PY 23/24 Navigator Out of School Youth (OSY) Contract Renewals

Consideration to approve PY 23/24 contract renewals for three Navigator contracts, 1) Helping Advance and Nurture the Development of Youth (HANDY) for up to \$156,900 2) The Fort Lauderdale Independent Training and Education (FLITE) Center for up to \$257,947 3) The Center for Independent Living, Broward (CILB) for up to \$67,662 and 4) which includes increases of 20% to account for staff wage and benefit increases subject to negotiation. The number of youth to be served by each provider is the same as last year.

RECOMM Approval
ACTION Motion for Approval
EXHIBIT Memo #21 – 22 (OPS)

Pages 9 – 11

3. PY 23/24 SBBC In-School Contract Renewal

Consideration to approve 1) the renewal of the SBBC in-school youth contract for PY 23/24 not to exceed \$360,000 subject to negotiation and 2) which includes an increase to the number of youth to be served from 50 to 100 youth as USDOL has granted the state a waiver allowing us to spend up to 50% of our youth funds on in-school youth. The contract targets youth in their senior year providing them with employability skills and a work experience related to their career interests. As this year's program started in January current performance is not yet available. Because SBBC is represented on the BWDB, this recommendation must be approved by a 2/3 vote of the Board members present with an established quorum at a Board meeting.

RECOMM Approval
ACTION Motion for Approval
EXHIBIT None

4. PY 23/24 Junior Achievement of South Florida (JASF) In-School Contract Renewal

Consideration to approve 1) the renewal of the JASF in-school youth contract for PY 23/24 not to exceed \$300,000 subject to negotiation and 2) an increase to the number of youth to be served from 25 to 50 youth as USDOL has granted the state a waiver allowing us to spend up to 50% of our youth funds on in-school youth. The contract targets youth in their senior year providing them with employability skills and a work experience related to their career interests. As this year's program started in January current performance is not yet available.

RECOMM Approval
ACTION Motion for Approval
EXHIBIT None

5. Accept Funds for the Summer Youth Employment Program (SYEP)

Consideration to accept an additional 1.4 million from the Children’s Services Council of Broward to increase the number of youth who can participate in the SYEP. The funding will be used to serve up to an additional 280 economically disadvantaged youth ages 16-18 years old in the 2023 SYEP. The SYEP will provide each youth with three days of employability skills training and an eight-week meaningful summer work experience.

RECOMM Approval
ACTION Motion for Approval
EXHIBIT None

6. Accept Funds for the SYEP

Consideration to accept \$100,000 from the Community Foundation of Broward to serve an additional 20 economically disadvantaged youth ages 16-18 years old in the 2023 SYEP. The SYEP will provide youth with three days of employability skills training and an eight-week meaningful summer work experience.

RECOMM Approval
ACTION Motion for Approval
EXHIBIT None

7. Youth Committee Meeting Calendar for 2023

Consideration to approve the Youth Committee 2023 calendar meeting schedule. The meetings will be hybrid. Attendees will have the option of attending in person or virtually using Zoom.

RECOMM Approval
ACTION Motion for Approval
EXHIBIT Memo #09 – 22 (Exec)

8. Implementation of Career Awareness for Youth 14 - 16

Consideration to approve a career awareness initiative with a budget up to \$100,000. This initiative for youth ages 14 – 16 will educate in-school youth in our target areas, regarding one-stop and CSBD services, and introduce youth at an earlier age to career options. This will also help to establish a pipeline for youth to utilize our resources when seeking training or employment. This would be funded with TANF funds to the extent they are available under the purpose of preventing individuals from needing TANF.

RECOMM	Approval
ACTION	Motion for Approval
EXHIBIT	None

REPORTS

1. Summer Youth Employment Program (SYEP) Update

The SYEP youth application portal opened on 12/19 and will close on 3/31. We have already received over 2,000 applications. With the additional funds awarded by the CSC and Community Foundation, we will be able to serve a total of 1,226 youth this year. SYEP preparation activities include 1) Youth intake and enrollment 2) Recruiting additional employer worksites and conducting site visits and 3) starting to match the youth to the available positions. The program kicks off on 6/12 with a three-day orientation and employability skills training workshops. Youth will start working at their assigned workplaces on 6/20 and the program ends on 8/9.

ACTION	None
EXHIBIT	None

MATTERS FROM THE YOUTH COMMITTEE CHAIR

MATTERS FROM THE YOUTH COMMITTEE

MATTERS FROM THE FLOOR

MATTERS FROM THE PRESIDENT/CEO

ADJOURNMENT

THE NEXT YOUTH COMMITTEE MEETING IS TO BE DETERMINED.

Memorandum #20 – 22 (OPS)

To: Youth Services Committee

From: Carol Hylton, President/CEO

Subject: PY 23/24 School Board of Broward County (SBBC) Out of School Youth (OSY) Contract Renewal

Date: March 17, 2023

SUMMARY

Consideration to approve 1) the renewal of the SBBC out-of-school youth contract for PY 23/24 not to exceed \$615,185 subject to negotiation and 2) which includes an increase of 20% to account for staff wage and benefit increases. The number of youth to be served is the same as last year, up to 135 youth. This is the 4th and final renewal under the current contract. Because SBBC is represented on the BWDB, this recommendation must be approved by a 2/3 vote of the Board members present with an established quorum at a Board meeting.

BACKGROUND

This is the 4th and final renewal of the SBBC Contract serving OSY based on the Request For Proposals (RFP) issued in 2019. The SBBC serves youth ages 18 to 24 who need to complete their GED. CSBD provides funding for case management, career pathway planning, employability skills training, GED, paid internships and placement into jobs or post-secondary training.

DISCUSSION

Along with our other providers, the SBBC program has recovered from the effects of the pandemic and nearing its enrollment target. They are projecting that they will meet performance.

The chart on the next page provides an overview of SBBC's performance for 7/1/22 to 3/16/23.

We are recommending renewal of the contract not to exceed \$615,185 subject to negotiation to serve 135 youth. This reflects a 20% budgeted increase to address wage and benefit increases.

RECOMMENDATION

Approve the renewal of the SBBC OSY contract in the amount of up to \$615,185, subject to negotiation, to serve 135 youth.

SBBC OSY Program			
Contract Deliverables	Due Date	Current Performance	CSBD Comments
Enroll 135 youth into the OSY GED program.	3/31/23	133 youth are enrolled. 23 youth were carried forward from PY 21/22.	
90% of youth enrolled must achieve a Measurable Skills Gain (MSG).	6/30/23	114 youth (86%) received an MSG	
Of 94 youth that must exit by 6/30 80 youth / 85%, must complete their GED by 6/30/23.	6/30/23	64 youth (68%) have obtained their GED.	
Of the 94 youth that must exit prior to 6/30, 80 youth / 85% of the 94 youth must enter the military, post-secondary education, or be in unsubsidized employment during the 2 nd quarter after exit from the program so as to be considered as having met the "employment measure."	6/30/23	34 youth have exited, 30 have been placed and 4 youth were not positive.	

Memorandum #21-22 (OPS)

To: Youth Services Committee

From: Carol Hylton, President/CEO

Subject: PY 23/24 Navigator Out of School Youth (OSY) Contract Renewals

Date: March 17, 2023

SUMMARY

Consideration to approve PY 23/24 contract renewals for three Navigator contracts, 1) Helping Advance and Nurture the Development of Youth (HANDY) for up to \$156,900 2) The Fort Lauderdale Independent Training and Education (FLITE) Center for up to \$257,947 3) The Center for Independent Living, Broward (CILB) for up to \$67,662 and 4) which includes increases of 20% to account for staff wage and benefit increases subject to negotiation. The number of youth to be served by each provider is the same as last year.

BACKGROUND

We currently use WIOA to fund the following navigator OSY programs:

HANDY – The LIFE Program	FLITE – Let’s Get to Work Program
CILB – Jobs for Youth Program – Serving Youth with Disabilities	

Our providers serve WIOA OSY youth ages 17-24 who, are in their caseloads and can benefit from WIOA services. CSBD funds case managers thereby lowering the youth-to-case manager ratio. Youth receive the services they need from the menu of WIOA services. The case managers can provide youth with an Individual Training Account, computer-assisted instruction, GED preparation, career pathway planning, tutoring, employability skills training, paid internships, and placement into post-secondary training and jobs.

DISCUSSION

Overall, enrollment of youth has improved significantly from the previous year. All the providers are projected to meet their performance and are recommended for renewal. Their performance to date is listed on the following pages. We have budgeted up to a 20% increase to address wage and benefit increases subject to negotiation. This is their 4th and final contract renewal.

Provider	Proposed PY 23/24
HANDY	\$156,900
FLITE	\$257,947
CILB	\$67,662

RECOMMENDATION

Approve PY 23/24 Navigator contract renewals as listed in the chart immediately above subject to negotiation.

HANDY – THE LIFE PROGRAM			
Contract Deliverables	Due Date	Current Performance	CSBD Comments
Enroll 30 OSY	6/30/23	Total of 26 youth enrolled. 11 youth were carried forward from PY 21/22.	
100% of youth enrolled in training must achieve a measurable skills gain (MSG).	6/30/23	5 youth are enrolled in training. To date 2 youth have received a measurable skills gain.	Of the 3 remaining youth, all are expected to attain an MSG before 6/30/23.
100% of youth enrolled in a GED or post-secondary training must attain their GED or post-secondary credential in the program year in which they exit.	6/30/23	2 youth in training have obtained their credential (40%).	Of the 3 remaining youth, all are expected to complete training and obtain their credentials by 6/30/23.
Of the 15 youth that will exit prior to 6/30/23; 13 youth/ 85% shall enter the military, post-secondary education, or be in unsubsidized employment in the 2 nd quarter after exit	6/30/23	5 youth have been placed.	

THE FLITE CENTER			
Contract Deliverables	Due Date	Current Performance	CSBD Comments
Enroll 36 - 45 youth	6/30/23	Total of 42 youth enrolled 16 youth were carried forward from PY 21-22.	
100% of youth enrolled in training must achieve a measurable skills gain.	6/30/23	N/A - No youth are enrolled in training	
100% of youth enrolled in training must obtain their GED or post-secondary credential in the year that they exit.	6/30/23	N/A - No youth are enrolled in training	
Of the 18 youth that will exit prior to 6/30/23; 15 youth / 85% of the youth shall enter the military, post-secondary education, or be in unsubsidized employment in the 2 nd quarter after exit	6/30/23	19 youth have already been placed.	15 of the 16 youth carried forward have exited the program and been placed

CILB			
Contract Deliverables	Due Date	Current Performance	CSBD Comment
Enroll 12 - 15 youth	6/30/23	11 youth are enrolled	CILB has met their enrollment challenges
Of the 6 youth that will exit prior to 6/30/23; 5 youth or 85% of the 6 youth shall enter the military, post-secondary education or be in unsubsidized employment in the 2 nd quarter after exit	6/30/23	Youth are still receiving program services	

Memorandum #09 - 22 (Exec)

To: Youth Committee
From: Carol Hylton, President/CEO
Subject: Youth Committee Meeting Calendar for 2023
Date: March 7, 2023

SUMMARY

Consideration to approve the Youth Committee meeting calendar for 2023.

BACKGROUND

The youth Committee approves a calendar so the members can set aside the time necessary to attend and participate in the committee meetings.

DISCUSSION

The following calendar is proposed for Youth Committee approval:

Location	Date	Time
CareerSource Broward, Main Conference Room 2890 West Cypress Creek Road Ft. Lauderdale, FL 33309.	6/26/23	12:30 p.m.
	9/25/23	
	11/6/23	

Meetings will be hybrid so members may attend in person or virtually using Zoom.

Additional meetings may be scheduled as needed.

RECOMMENDATION

Approve the above meeting calendar for 2023.