



**SOUTH FLORIDA WORKFORCE INVESTMENT BOARD**

**YOUTH COUNCIL MEETING**

**Thursday, April 16, 2009  
8:00 A.M.**

Doubletree Miami Mart/Airport Hotel and Exhibition Center  
711 NW 72<sup>nd</sup> Avenue  
Salon A  
Miami, Florida 33126

**AGENDA**

1. Call to Order and Introductions
2. Approval of Youth Council Meeting Minutes
  - A. February 26, 2009
3. SFWIB Strategic Planning Discussion
4. American Recovery and Reinvestment Act – Summer 2009
  - A. In-School Youth
  - B. Out-of-School Youth

South Florida Workforce Investment Board is an equal opportunity employer/program. Auxiliary aids and services are available upon request to individuals with disabilities.



2.

**SFWIB - Youth Council**

*April 16, 2009*

**Minutes of SFWIB Youth Council Meeting  
February 26, 2009**

South Florida Workforce Investment Board  
 Youth Council Meeting  
 February 26, 2009 at 8:00 A.M.  
 Doubletree Miami Mart/Airport Hotel and Exhibition Center  
 711 NW 72<sup>nd</sup> Avenue, Miami, FL 33126

<b>YOUTH COUNCIL MEMBERS IN ATTENDANCE</b>	<b>OTHER ATTENDEES</b>	<b>SFWIB STAFF</b>
1. Regina Giles, <i>Chairperson</i> 2. Clarence Brown 3. Willie J. Brown 4. Gilda Ferradaz 5. Donna Jennings	Castillo, Alicia – <i>A.M.O.</i> Gainer, Lori Rutland – <i>Miami Dade College</i> Heit, David, - <i>Youth Co-Op, Inc.</i> Hernandez, Ana – <i>A.M.O.</i> Hubbert, Carla - <i>Greater Miami Service Corps</i> Marti, Sergio – <i>Miami-Dade County Public Schools</i> Martin, Marisol - <i>Youth Co-Op, Inc.</i> Milian, Dalia – <i>City of Hialeah</i> Morales, Martin – <i>Transition, Inc.</i> Someillan, Ana – <i>A.M.O.</i> Walker, Summer – <i>Greater Miami Service Corps</i> [Illegible] <i>Youth Co-Op, Inc.</i>	Beasley, Rick Grant, Teresa Morgan, Myria
<b>YOUTH COUNCIL MEMBERS NOT IN ATTENDANCE</b>		
6. Fred Frost 7. Pedro Rodriguez 8. Alex Rodriguez-Roig		

Note: Agenda items are listed in the order in which they were discussed.

**1. Call to Order and Introductions**

Ms. Regina Giles, Youth Council Chair welcomed all and introductions were made.

**2. Approval of Youth Council Meeting Minutes of June 13, 2008, August 12, 2008, September 15, 2008, October 14, 2008, and December 9, 2008**

Clarence Brown moved approval of the Youth Council meeting minutes of June 13, 2008, August 12, 2008, September 15, 2008, October 14, 2008, and December 9, 2008. The motion was seconded by Gilda Ferradaz, and the motion carried.

**4. Recommendation as to Approval of WIA Waiver Requests**

Ms. Myria Morgan, Youth Programs Director, presented the item.

The waiver recommendations are intended to promote initiatives including but are not limited to: an expansion of on-the-job- training assistance; provide for limited financial assistance to small business enterprises; allow for public service employment; and expand availability of services for the region's youth.

Ms. Morgan noted that the intention is to keep the stimulus funds separate from the regular funding allocations.

Waiver to allow entrepreneurial training to be provided through state-level grants and local formula dollars with the performance tracked and aggregated at the state level, but not included in local performance calculations.

Dr. Donna Jennings asked why entrepreneurial training would not be included in the local performance calculations. Ms. Morgan responded that when the stimulus funds have been spent, the tracking of the performance of participants would contribute to a reduction in the services given to the regular WIA youth program. It is the intention to keep the funds separate. Ms. Ferradaz asked if the performance would still be tracked separately, and Ms. Morgan replied in the affirmative.

The waiver request is to increase beyond 5% the number of youth who may not meet the low income criteria.

Clarence Brown asked whether it would take away from youth who would be eligible. Ms. Morgan responded that it would not exclude anyone meeting the requirement.

Ms. Ferradaz commented that there might be many more youth who are income eligible, and they therefore would not be excluded.

Waiver to include youth receiving free school lunches under the National School Lunch Program as a substitute for the WIA Title 1 income eligibility criteria.

If the youth is in a TANF household, the youth must be on the grant, although if the youth receives free lunch and provides proof from the school, the youth would be automatically eligible.

Waiver of the requirement that local programs provide each of the ten youth program elements at WIA Section 129(c) (2) as options available to youth participants.

By not providing each of the ten elements, more funds would be available for local programs like work related activities.

Waiver of the requirements of summer youth employment element as a stand-alone program and 12 month follow-up services element.

The waiver requests that SFWIB must not be required to perform the 12-month follow-ups even though the youth is no longer in the program.

Ms. Giles noted that the intention is to get youth to work.

Mr. Willie Brown moved approval of the youth waivers on pages seven through nine of the attachment. Dr. Donna Jennings seconded the motion and the motion carried.

## **5. American Recovery and Reinvestment Act – Summer 2009**

Ms. Giles presented the item and asked for discussion.

Mr. Clarence Brown asked whether there was a model to look at newer than 10 years ago. Ms. Morgan noted that 1998 was the last time this organization offered an exclusive summer program. She added that the parameters are to get the youth to a worksite, get them work readiness skills training, work maturity training and an evaluation at the worksite.

Ms. Giles asked Mr. Beasley to add his views.

Mr. Beasley noted that he is most concerned about accountability. He has had discussions with the management team concerning accountability to ensure there are no problems with the Office of Inspector General (OIG).

He added that he does not believe SFWIB has the capacity, but he does not want to get into the service delivery business. Our board driven system should remain. He favors keeping the funds separate to reduce any confusion in tracking the funds.

Ms. Ferradaz notes that the summer only program would be funded by the stimulus funding.

Mr. Beasley commented that he would like get in touch with the Children's Trust see if they could match us dollar for dollar. The Children's Trust could focus on youth ages 13-17. SFWIB could focus on youth ages 18-24.

He also noted that there has been concern whether the funds can be spent by the end of June 30, 2010.

Ms. Morgan noted that an RFP could be completed by the next week.

Clarence Brown asked what a typical summer program schedule would be. Ms. Morgan responded that the number of hours per week determines the total length of the program. Child labor laws must be adhered to. Additional hours would incur fringe benefits.

Mr. Brown noted that youth who came to their agency were not working.

Ms. Giles commented that most youth have a positive experience in the summer program, and the employer must find valuable work for the youth.

Ms. Ferradaz reiterated that there must be included measures to evaluate skills learned. In addition, could the RFP be presented to the members prior to release?

Dr. Jennings offered a concern that the age limits will also include adults, which would increase responsibility.

Ms. Giles suggested that an RFP could be developed with criteria by age group, and to include meaningful placements.

Dr. Donna Jennings moved approval to authorize staff to draft and release an RFP for a 2009 summer youth employment program based on the parameters established by the Youth Council to include criteria by age group, and also to include meaningful placements. The motion was seconded by Ms. Gilda Ferradaz, and the motion carried.

#### **6. Youth Performance Measures/Balanced Scorecard Update**

Ms. Morgan presented the item and noted that the item was not approved earlier as there had not been a quorum achieved. Staff requests a motion to approve the Youth performance measures. The balanced scorecard would then be developed.

Mr. Willie Brown moved approval of the Region's Youth performance measures. The motion was seconded by Dr. Donna Jennings and the motion carried.

#### **7. Recommendation to Approve Out-of School Youth Programs Caseloads**

Ms. Giles noted that the information is in the item, and questions may be directed to staff.

#### **8. State Monitoring (Audit) Review**

Ms. Giles presented the item for information.

#### **3. SFWIB Strategic Planning Discussion**

Ms. Giles presented the item.

She suggested that members of the public be invited to assist in the definition of success.

Success is defined by having no findings.

Ms. Ferradaz brought up Mr. Brown's comments regarding soft skills, which are not always as evident as placement numbers, and how to measure and capture those skills.

Ms. Morgan said that soft skills could be captured during pre and post evaluations.

The meeting adjourned at 9:30 A.M.



3.

**SFWIB – Youth Council**

***April 16, 2009***

**SFWIB Strategic Planning Discussion**

**Discussion Item**

**BACKGROUND**

At its January 6, 2009, meeting, the Executive Committee reviewed and discussed the SFWIB revised Strategic Plan. The Board Chair would like each Committee to review and take action on the following items and to report back to the Executive Committee:

- To define SFWIB success,
- Develop recommendations on what areas to target and recommendations for the first actions to be taken, and
- Including non-SFWIB members to work with their committee.

At its February 26, 2009 meeting, the Youth Council held a brief discussion on the Chair's request. The Council members suggested that members of the public be invited to assist in the definition of success.

The Council needs to continue its discussion on defining success and developing recommendations on what areas to target and recommendations for the first three actions to be taken.



4.A

**SFWIB – Youth Council**

*April 16, 2009*

**2009 Summer Employment Program  
American Recovery and Reinvestment Act  
Summer Employment Program for In-School  
Youth**

**INFORMATIONAL**

**BACKGROUND**

On February 26, 2009, the Youth Council and the Board authorized staff to draft and release a Request for Proposal (RFP) for a 2009 summer youth employment program using the American Recovery and Reinvestment Act 2009 funding.

On March 24, 2009, the Executive Committee recommended to the Board to rescind the authorization for staff to release a RFP for summer youth employment activities.

Since the Board meeting, staff researched federal, state and Miami-Dade County procurement statutes and policies for contracting directly with Miami-Dade County Public Schools (MDCPS) and the Monroe County School District (MCSD) to provide summer employment services to in-school youth under the 2009 American Recovery and Reinvestment Act. As a result of research by staff and review by SFWIB Legal Counsel, SFWIB can directly contract with another governmental agency and waive the competitive procurement if it is in the best interest of SFWIB.

Therefore, SFWIB staff recommends that SFWIB directly contract with Miami-Dade County Public Schools (MDCPS) and the Monroe County School District to provide in-school youth with summer employment activities under the 2009 American Recovery and Reinvestment Act for the following reasons:

1. MDCPS and MCSD in employing youth are tax exempt from paying payroll taxes because they youth would be school system employees
2. MDCPS and MCSD have the capacity to provide work experience activities to in-school youth
3. Both agencies have strategically located facilities to serve youth in their respective counties and municipalities
4. Both agencies will utilize their facilities to conduct intake and work readiness skills training
5. Both agencies have the capability of providing upfront funds to implement the program

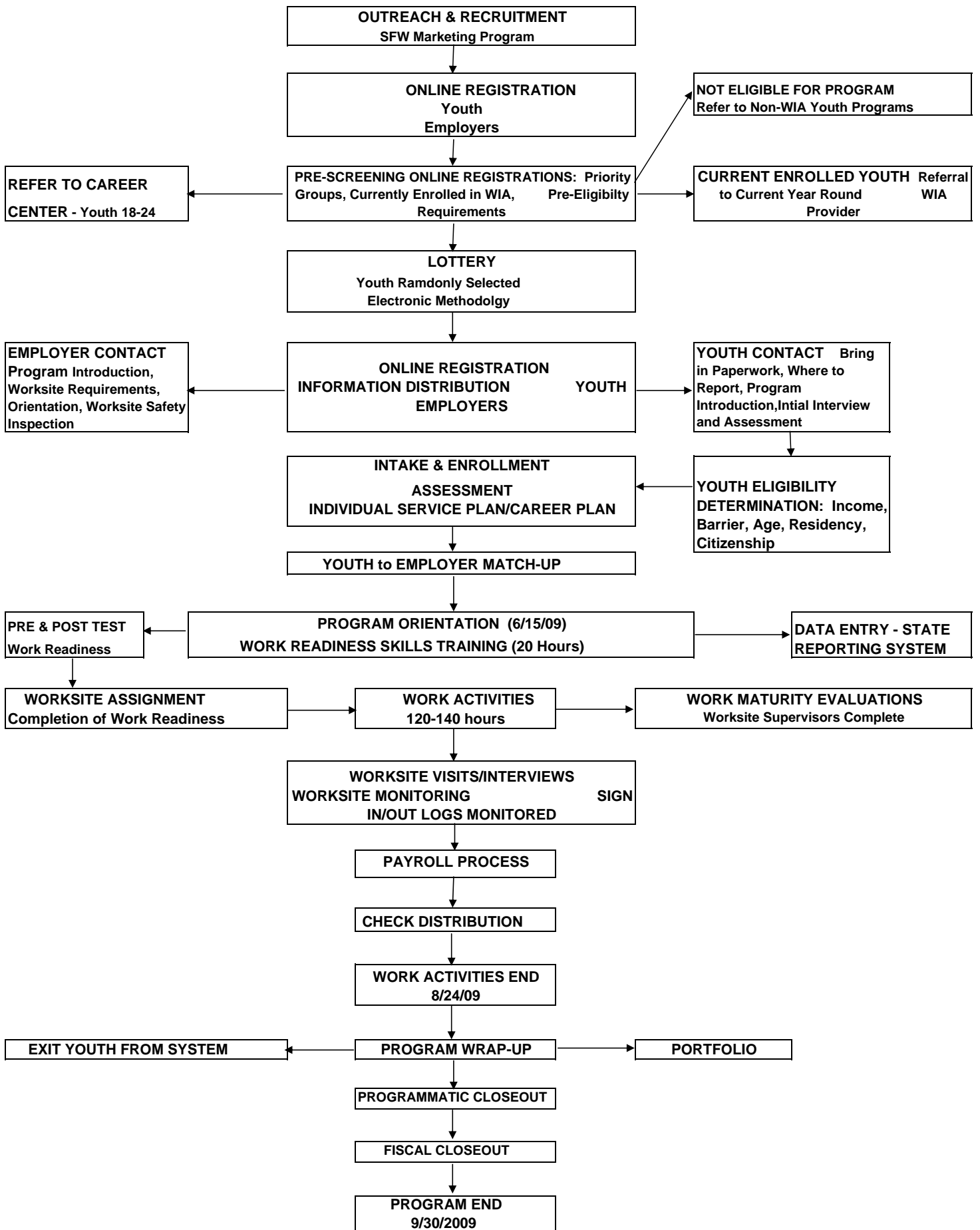
In following the procurement process of Miami-Dade County, Administrative Order No.: 3-38, it was recommended that SFWIB waive the competitive procurement as it is recommended by the Executive Director that this is in the best interest of SFWIB. A two-thirds (2/3) vote of the quorum present is required to waive the competitive procurement process and award to Miami-Dade County Public Schools and the Monroe County School District contracts to provide summer employment services to in-school youth under the 2009 American Recovery and Reinvestment Act.

After preliminary review with the Agency for Workforce Innovation (AWI), SFWIB staff will add language to the summer youth contracts stating that these contracts are cost reimbursement contracts.

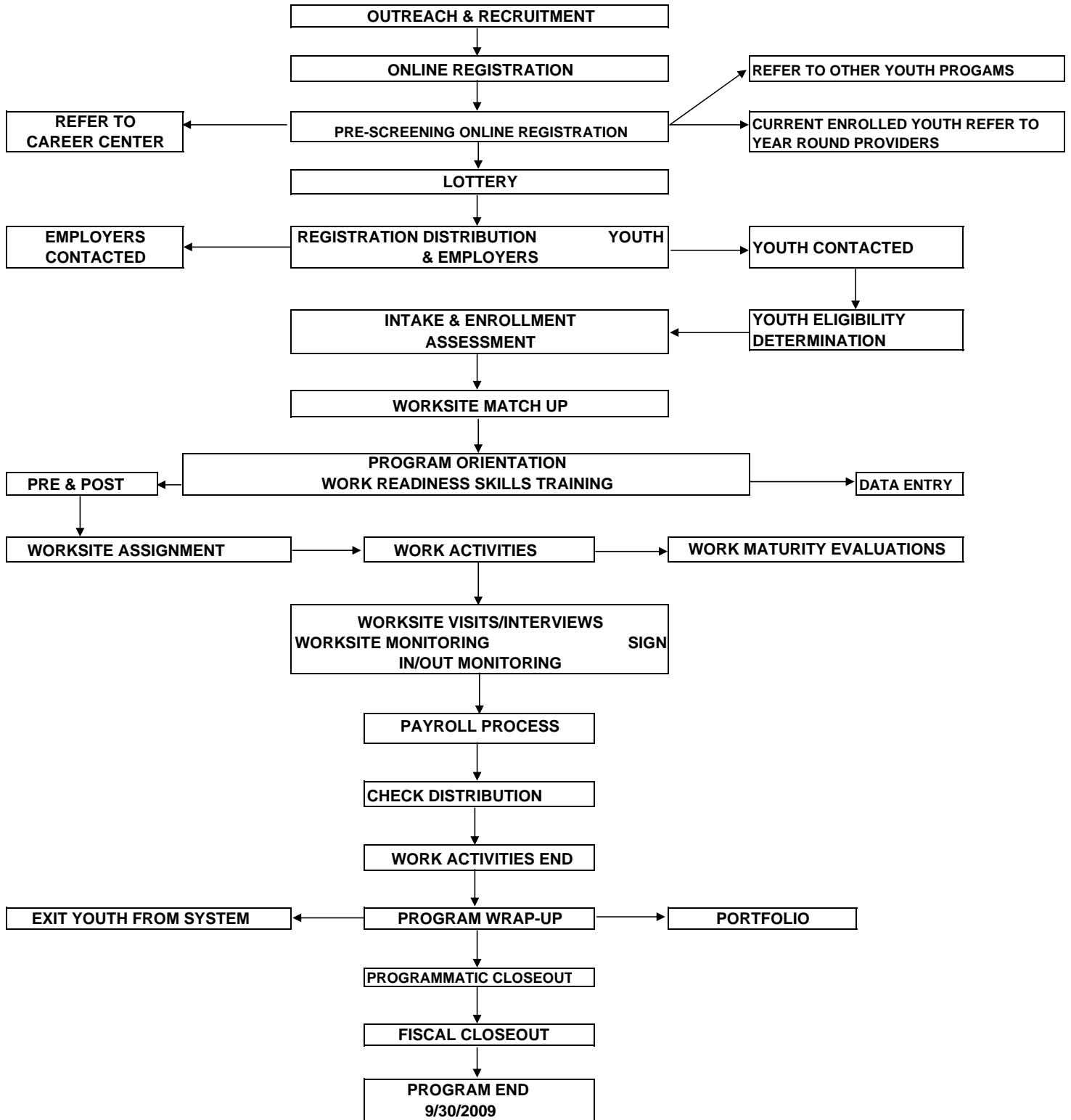
Attached for the Council's review is a flow chart detailing the movement of the youth, services and activities that will be delivered.

*Attachment*

**2009 AMERICAN RECOVERY AND REINVESTMENT ACT  
SUMMER YOUTH PROGRAM  
PARTICIPANT FLOW - SERVICES & ACTIVITIES**



## SUMMER YOUTH PROGRAM PARTICIPANT FLOW - SERVICES & ACTIVITIES





**4.B**

**SFWIB – Youth Council**

**April 16, 2009**

**2009 Summer Employment Program  
American Recovery and Reinvestment Act  
Summer Employment Program for Out-of-School**

## **INFORMATIONAL**

### **BACKGROUND**

On February 26, 2009, the Youth Council and the Board authorized staff to draft and release a Request for Proposal (RFP) for a 2009 summer youth employment program using the American Recovery and Reinvestment Act 2009 funding.

On March 24, 2009, the Executive Committee recommended to the Board to rescind the authorization for staff to release a RFP for summer youth employment activities.

Since the Board meeting, staff researched, federal, state and Miami-Dade County procurement statutes and policies for contracting directly with Miami Dade College (MDC) and Florida Keys Community College (FKCC) to provide summer employment services to out-of-school youth under the 2009 American Recovery and Reinvestment Act. As a result of research by staff and review by Legal Counsel, SFWIB can directly contract with another governmental agency and waive the competitive procurement if it is in the best interest of SFWIB.

Therefore, SFWIB staff recommends that SFWIB directly contract with Miami Dade College (MDC) and Florida Keys Community College (FKCC) to provide out-of-school youth with summer employment activities under the 2009 American Recovery and Reinvestment Act for the following reasons:

1. MDC and FKCC in employing youth are tax exempt from paying payroll taxes because they youth would be college employees
2. MDC and FKCC have the capacity to provide work experience activities to out-of-school youth
3. Both agencies have strategically located facilities to serve youth in their respective counties and municipalities
4. Both agencies will utilize their facilities to conduct intake and work readiness skills training
5. Both agencies have the capability of providing upfront funds to implement the program

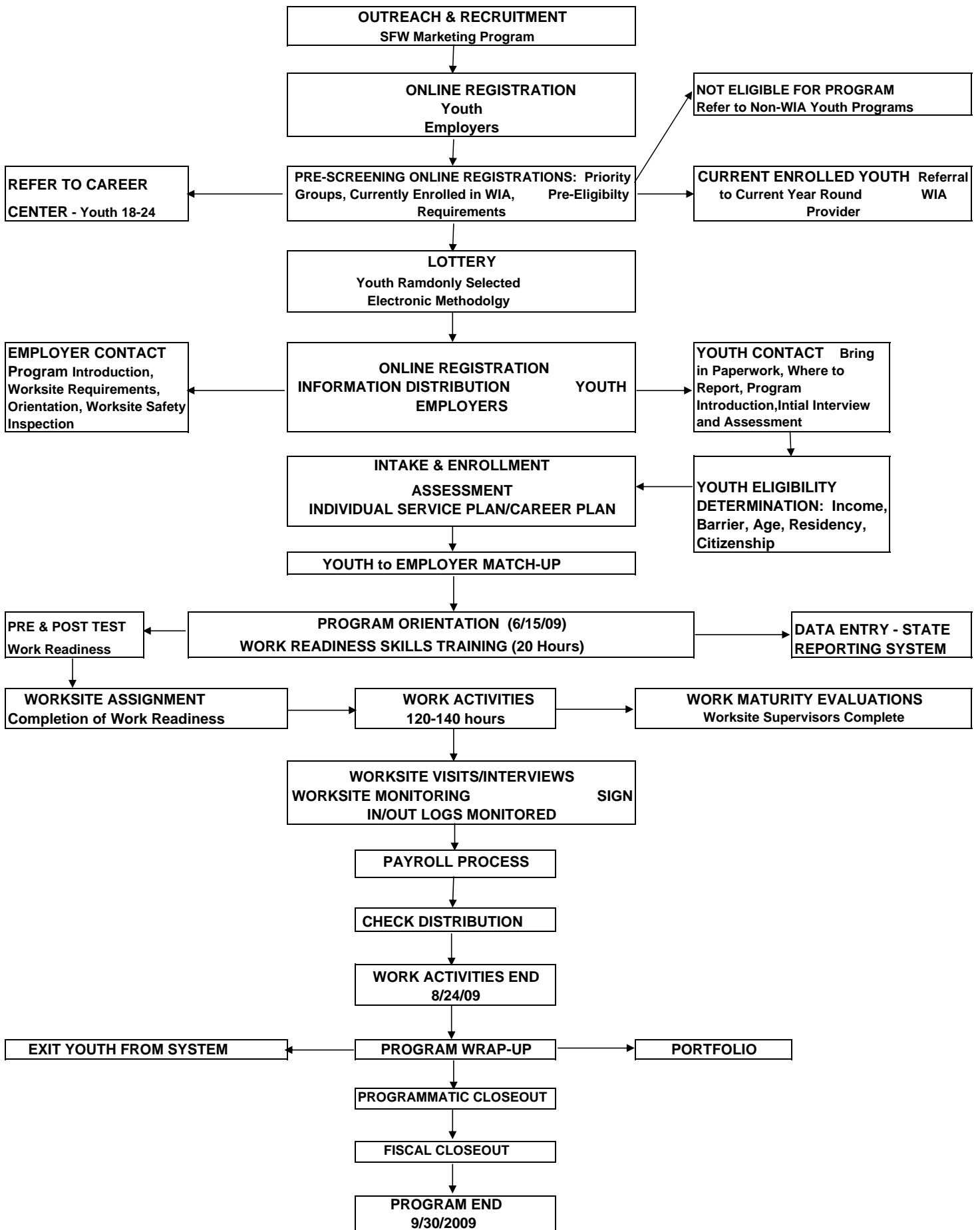
In following the procurement process of Miami-Dade County, Administrative Order No.: 3-38, it was recommended that SFWIB waive the competitive procurement as it is recommended by the Executive Director that this is in the best interest of SFWIB. A two-thirds (2/3) vote of the quorum present is required to waive the competitive procurement process and award to Miami Dade College and Florida Keys Community College contracts to provide summer employment services to out-of-school youth under the 2009 American Recovery and Reinvestment Act.

After preliminary review with the Agency for Workforce Innovation (AWI), SFWIB staff will add language to the summer youth contracts stating that these contacts are cost reimbursement contracts.

Attached for the Council's review is a flow chart detailing the movement of the youth, services and activities that will be delivered.

*Attachment*

**2009 AMERICAN RECOVERY AND REINVESTMENT ACT  
SUMMER YOUTH PROGRAM  
PARTICIPANT FLOW - SERVICES & ACTIVITIES**



## SUMMER YOUTH PROGRAM PARTICIPANT FLOW - SERVICES & ACTIVITIES

