

**Workforce Alliance**  
**Youth Outreach Committee Meeting**  
Thursday, September 10, 2009

**Committee:** Max Davis; Nate Nichols; Elena Polanco; Leo Noble; Dave Talley (conference call)  
**Workforce Alliance Staff:** Don Scantlan; Ike Powell; Paulette Ford; Charles Duval; Nicole Williams; Steve Craig; Rick Hemming; Jerri Nicholson; Gail Galbraith  
**Guests:** Stephen Fironi, DCF; Elise Johanson, Gulfstream Goodwill; Marsha Martino, Gulfstream Goodwill

- I. **Call to Order** – Max Davis
- II. **Welcome and introductions** – Max Davis
  - ◆ Approval of minutes – Max Davis
  - ◆ Seconded by Leo Noble
- III. **Update SYETP (accomplishments/funds/closure/lessons learned)** – Rick Hemming
  - ◆ Goal – place 1,000 youth in work experience; placed 1,010 (over 4,100 applications)
  - ◆ Funds – received \$3,022,987.00 and expended to date (August payroll, administrative costs) \$1,744,649.01 or 58% of total allocation
  - ◆ Closure – 253 youth currently working today with 141 ending on 9/11/09. Week ending 9/18, we will have 112. Week ending 9/25, 25 and 6 will be working through 9/30/09
  - ◆ Lessons learned;
    1. Planning needs to start earlier than April 15
    2. Try to speed up the hiring process and allow more time for background and drug tests
    3. Assign supervisors for employer, orientation and registration activities
    4. Secure the contract sooner
    5. Organize payroll site visits and timesheet submittals
    6. Employer evaluations forms need to be reviewed
- IV. **Update on In House Youth Program** – Don Scantlan
  - ◆ Reviewed project plan handed out at meeting
    1. Discussed organizational chart and overview of role responsibilities
      - Ike Powell is working with service providers, integrating dual enrollees with TANF and youth, and utilizing funding from OJT
      - Gail Galbraith is the Youth Program Manager
    2. Discussed target populations out of school youth (youth ages 18 will be reviewed on a case by case basis with emphasis on youth aging out of foster care) 19-21
    3. Clarified the difference between out of school and after school
- V. **Results of Youth Facilitation meeting** – Gail Galbraith
  - ◆ Reviewed that the purpose of the facilitation workshop was to identify redundancy in youth services provided throughout the county
  - ◆ Reviewed minutes from the June 10<sup>th</sup> Youth Facilitation Workshop
  - ◆ Reviewed the survey questions and the answers that were compiled to denote a common theme throughout (regardless of the program the youth were in)

VI. **Summary of suggestions and commitments made during meeting** – Max Davis, Don Scantlan & Gail Galbraith

- ◆ Discussed partnering with community members, partners that are working with us currently and how Workforce Alliance can be a referral service
- ◆ Max Davis would like:
  1. Management to meet the new provost at PBCC Glades and partner with them for dual enrollment and occupational certifications.
  2. Schedule an appointment with PBCC and the school district. He offered to do an outreach within the community, partner with programs that are doing well, expand and open doors to enhance partnerships.
  3. Include LORA with our partnerships
- ◆ Don will research program and funding to support new programs such as the 5 billion emerging funds similar to what California initiated. The funds have a 20-80% component and they used in-kind salaries of current workers to meet 20%. When applying for grant will send out notice to youth committee.
- ◆ Don shared with the committee that the only area in West Palm Beach, identified as a poverty area, is Riviera Beach. The Glades is not considered a poverty area because the city of Wellington is included with the Glades demographics.

VII. **Next meeting schedule** – November 12, 2009

VIII. **Adjournment** – Max Davis