

**PALM BEACH WORKFORCE DEVELOPMENT
CONSORTIUM COMMITTEE SUMMARY
TUESDAY, April 28th, 2009, 9:00 a.m.**

Attending: (All Telephonic) Vice Mayor David Levy, City of Palm Beach Gardens; Shirley Walker, Mayor, City of South Bay; Mayor Woodie McDuffie, Mayor, City of Delray Beach

Staff: Steve Craig, Sharon Brea, Jackie Halderman and Suzanne Rodrigues

I. CALL TO ORDER (Vice Mayor David Levy)

- a. Roll Call /Introduction
- b. Correction to agenda – next meeting date should be September 16th, 2009
- c. New Consortium Member – no need to approve as the Consortium members are determined by municipalities rather than individual

II. APPROVAL OF PAST MINUTES/SUMMARIES

- a. July 8, 2009 Summary – Motion by Woodie McDuffie, 2nd by David Levy
- b. March 2nd, 2009 Summary – Motion by Woodie McDuffie, 2nd by David Levy
Note: no opposition – passes 2 to zero. Mayor Walker abstained from vote as she had not reviewed the summaries.

III. APPROVAL ITEMS

Steve Craig explained in detail the two contracts requiring Consortium approval. Sharon Brea explained the Consortium's role and stated that the Board of Directors have already approved both contracts and they are now pending the Consortium's approval. She also stated that there will be three youth providers, Urban League of Palm Beach County, Inc., Gulfstream Goodwill Industries, Inc. and Workforce Alliance for the Stimulus contracts. For the year-round formula dollar contract, the vendors involved will be Academy of Practical Nursing & Health Occupations, Inc., Gulfstream Goodwill Industries, Inc. and, in place of Henkel's and McCoy, will be Workforce Alliance. David Levy questioned the process used to select vendors and Sharon Brea provided explanation of the RFP process. She went on to say that we have used these vendors in the past and that their RFPs are renewable up to 5 years.

- a. Agenda Item IIa - Approval to execute contract renewals with Year-Round Youth Program providers Academy of Practical Nursing & Health Occupations, Inc. and Gulfstream Goodwill Industries, Inc. for the period July 1, 2009 through June 30, 2010. David Levy moved to approve/motion, so moved by Woodie McDuffie, 2nd by Shirley Walker. Passed unanimously.
- b. Agenda Item IIb – Approval to execute American Recovery and Reinvestment Act of 2009 (ARRA) contracts with youth providers, the Urban League of Palm Beach County, Inc. and Gulfstream Goodwill Industries, Inc. for the period May 1, 2009 through June 30, 2010. Steve Craig explained that this program is similar to agenda item IIa only this is for summer youth. Went on to say that the top 2 vendors were chosen (Urban League and Gulfstream Goodwill). We will be

supporting approximately 1,000 youths, ages 18 – 24 and Workforce Alliance will pay wages. A payroll company will be used to cover youth wages and they also cover the workers compensation issue. Hope is that the company/city will hire the summer youth at the end of the program. The two programs total up to \$800,000.00 and in-house is about 2.2 million, all of which is 100% stimulus money. Shirley Walker asked what benefit Belle Glade and Pahokee would receive. Steve explained that we do have a career center in Belle Glade. We are ready to sign a lease in Belle Glade which would provide additional space for orientation. Workforce would provide the training and orientation to the youth. Goodwill is better equipped to handle special needs. Steve went on to say that Workforce Alliance would do all the screening of the youth. Steve clarified that the year round is for ages 18 – 21 and that the Stimulus expands the age for the summer youth to be 18 – 24. Woodie McDuffie asked if there is a particular process as to where to place the youths. Steve responded that on the application, a youth can specify their preference and Workforce will try to match youth to that type job. David Levy motioned to approve, so moved by Shirley Walker and 2nd by Woodie McDuffie. Passed unanimously.

IV. GENERAL DISCUSSION

In regards to Belle Glades, Steve Craig stated that Belle Glades may need some help to get businesses to apply to the program. Shirley Walker said that she could assist in getting the word out as she agreed the challenge will be to get businesses to apply. Workforce will do advertising via radio and Shirley Walker suggested doing on “Sugar 900” as this is the most popular. She also suggested placing announcement on the public station channel/Comcast. Ms. Walker said that she anticipates businesses will want to know the background of the youths that will work for them. David Levy asked about getting word out to Chamber of Commerce. Woodie McDuffie echoed that and stated Delray Beach has over 1,200 companies with the Chamber. Steve explained that we use email blasts to chambers and that we also inform League of Cities to ensure everyone is notified. We use Channel 25 as well. At this time, word is out for the youth – not so much for the businesses yet. Steve encouraged the Mayors to go to the website. There they will find applications for the businesses and the youths. David Levy looked and confirmed they were on-line and ready.

V. ADJOURNMENT – With no further discussion, David Levy adjourned the meeting. So moved by Shirley Walker, 2nd by Woodie McDuffie. Next meeting date is September 16th.