

**CareerSource Tampa Bay
Minutes of Youth Development Committee Meeting**

Date: August 19, 2020

Location: Zoom Meeting

Call to Order: Tom Aderhold called the meeting to order at 9:00 a.m. There was a quorum present, with the following Youth Development Committee members participating.

Members in Attendance

Tom Aderhold, Leerone Benjamin, Scott Brooks, Dr. Ginger Clark, Paul Orvosh, Roy Sweatman, and Thayne Swenson.

Members not in attendance

John Howell and Richard Padilla.

Staff Present

Juditte Dorcy, Jody Toner, Doug Tobin, Anna Munro, Chad Kunerth, Christina Witt, Dan Schneckenburger, Fadhail Ibraheem, Michelle Schultz, Jennifer Wilson, Tammy Stahlgren.

County Liaison

Kenneth Jones.

Others Present

Ryan Buckthorpe of HCC, Sean McCoy of PCG.

The agenda items are listed in the order of discussion.

▶ Indicates Committee Action
□ Indicated Action needed

Pledge of Allegiance

Tom Aderhold led the Pledge of Allegiance.

Welcome from the Committee Chair

This is the inaugural youth development committee meeting. This committee will formalize CareerSource Tampa Bay's outreach to youth, to get them engaged in meaningful activity that leads them to self-support and a career path. The goal is to drive the development of a talent pipeline for youth. There will be a significant impact to our organization, our local workforce, our local communities, and more importantly, the quality of life of our youth. The committee members were encouraged to reach out to potential and current partners to explore their youth-oriented programs, needs, and successes.

Public Comments

There were none.

Guest Speaker

Sean McCoy, Sr., Business Development Director for Public Consulting Group (PCG), presented their TechQuest program. This is an apprenticeship program under development through a grant from the Department of Labor. PCG has a MOU with CareerSource Tampa Bay, and will focus on five areas related to information technology and other related occupations. They are focusing on industry-led apprenticeships, with a goal of including youth as candidates.

Overview

WIOA Youth Program - Overview presented by Fadhail Ibraheem.

The complete presentation can be found on pages 2-7, of the August 19, 2020 Youth Development Committee Agenda Packet.

Next meeting we want to go into more specifics about how we're partnering with each of our partners to examine exactly what those partner organizations have been doing, and so we can better understand the pipeline that has been set up, the flow, the relationships and so on.

Summer Job Connection (SJC) Program - Overview presented by Jennifer Wilson.

The complete presentation can be found on pages 8-26, of the August 19, 2020 Youth Development Committee Agenda Packet.

- It was recommended to obtain the assessment process used by Hillsborough Community College (HCC) Career Exploration Program to compare with the assessment process of CareerSource Tampa Bay's SJC Program.
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Action/Discussion Items

▶ Action Item #1 – Draft PY 20-21 Youth Development Strategic Goals

(Refer to page 27 of the August 19, 2020 Youth Development Committee Agenda Packet)

A point was raised about the disconnect between the common belief that youth are digitally savvy because they are so adept at using their cellular and pad devices, and the real world observation of businesses that the youth are actually not as skilled in using digital technology as their needs require. Are these shortcomings being addressed in our goals for the youth services we are providing? These businesses are also looking for youth to bring entrepreneurial thinking to the workplace.

These skills are embedded into the curriculum of our employability skills workshops. This training was embedded into the Summer Job Connection Program and it will be included in the WIOA year-round program. Additionally, Microsoft will be offering classes at no charge. They're going to be offering employability skills workshop at no cost to us as part of their community initiative on a variety of different topics.

We purchased "Go Guides" last year and we did include that, as part of the Summer Job Connection program and it is a part of the year-round WIOA youth program. That is now one of the key elements that we're required to offer under WIOA Youth.

On the digital side, we do offer Microsoft Office Certification, but that's at a cost per individual. We were approached by Microsoft's Community Development Manager and one of the things we're in the works on is they're going to be offering an employability skills workshop at no cost to us as part of their community initiative on a variety of different topics. They have a program called "Jumpstart" that covers some basic employability skills, and it also introduces basic computer literacy. That's going to be something that we bring to the table to offer to all of our job seekers accessing services in our region. We can easily embed that into the curriculum. We'll also be looking at Career Edge, our virtual services platform to ensure that there are some modules in there. There are also traditional employability skills workshops, the staff facilitated a basic computer introduction to Computer Workshop. We also use a platform called "Workplace Skills for 21st Century, that has basic instruction on Microsoft services. I think that

Microsoft is going to be bringing a different draw and offer some basic certification there.

- A motion to approve the draft goals for PY 20-21 Youth Development Strategic Goals
 - Motioned: Leerone Benjamin
 - Seconded: Dr. Ginger Clark

- The motion carried. There was no further discussion.

Information Items

- Information Items 1, 2 & 10 were reviewed and there was no discussion. Due to time constraints the remaining information items will be moved to the next meeting, scheduled for November 18, 2020.

Information Item #1 – Youth Development Committee Roles and Responsibilities
(Refer to page 30 of the August 19, 2020 Youth Development Committee Agenda Packet)

Information Item #2 – Eligible Training Provider List- Application Process
(Refer to page 31 of the August 19, 2020 Youth Development Committee Agenda Packet)

Information Item #3 – CSTB Youth Policies
(Refer to page 32 of the August 19, 2020 Youth Development Committee Agenda Packet)

Information Item #4 – Wagner Peyser Demographic PY 19-20
(Refer to page 34 of the August 19, 2020 Youth Development Committee Agenda Packet)

Information Item #5 – Youth Unemployment Rate
(Refer to page 35 of the August 19, 2020 Youth Development Committee Agenda Packet)

Information Item #6 – PY 19-20 Closeout WIOA Youth Program
(Refer to page 36 of the August 19, 2020 Youth Development Committee Agenda Packet)

Information Item #7 – Performance Watch Report
(Refer to page 37 of the August 19, 2020 Youth Development Committee Agenda Packet)

Information Item #8 – Summer Job Connection (SJC) 2020 Update
(Refer to page 38 of the August 19, 2020 Youth Development Committee Agenda Packet)

Information Item #9 – Summer Job Connection (SJC) Infographic
(Refer to page 40 of the August 19, 2020 Youth Development Committee Agenda Packet)

Information Item #10 – Summer Job Connection (SJC) Annual Report
(Refer to page 41 of the August 19, 2020 Youth Development Committee Agenda Packet)

Committee Comments

- It was the recommendation of the committee to change the length of the Youth Development committee meetings to an hour and half.

Future Business

Adjournment

The meeting was adjourned at approximately 10:10 a.m.

Minutes submitted by Tammy Stahlgren – Administrative Services Coordinator