

**FINAL MINUTES**  
**CAREERSOURCE PALM BEACH COUNTY, INC.**  
**YOUTH AND YOUNG ADULT OUTREACH COMMITTEE MEETING**  
**Thursday, January 16, 2025**

I. **CALL MEETING TO ORDER, WELCOME:** Alyssa Freeman welcomed attendees and called the meeting to order at 9:00 a.m. Committee members attending: Alyssa Freeman, Ike Powell, and Dr. Barbara Gerlock Guests attending: Angela Stiles, Academy for Nursing and Health Occupations.

II. **AGENDA APPROVAL**

a. Proposed Amendments: There were none.

b. Approval of Agenda: Alyssa Freeman called for a motion to approve the agenda.

Motion: Dr. Barbara Gerlock

Second: Ike Powell

The motion passed unanimously.

III. **PUBLIC COMMENTS:** There were none.

IV. **ITEMS FOR APPROVAL**

a. Minutes from September 18, 2024: Alyssa Freeman called for a motion to approve the minutes.

Motion: Ike Powell

Second: Dr. Barbara Gerlock

The motion passed unanimously.

V. **INFORMATIONAL**

a. Young Adult Program Update (Sandra Wright): Sandra Wright emphasized that our primary objective for the Youth and Young Adult Outreach Program is to inform everyone about the program's design. This ensures we are meeting the needs of our youth and young adults. We also aim to gather feedback from stakeholders to enhance our impact. Since we are all serving the same youth in Palm Beach County, we want to leverage our resources to maximize our impact throughout the county.

Program Performance and Data Analysis. The committee reviewed comprehensive performance metrics focused on employment outcomes, credential attainment, and measurable skills gains.

Key performance indicators included:

- Employment Rate (Second Quarter Post-Exit): Tracking youth employment two quarters after program completion to evaluate job placement effectiveness.
- Employment Rate (Fourth Quarter Post-Exit): Monitoring long-term employment sustainability one year after program exit.
- Credential Attainment Rate: Measuring the percentage of participants earning industry-recognized credentials, reflecting skill development alignment with market needs.
- Measurable Skills Gain: Assessing educational and skill development progress through standardized assessments.

While the program met or exceeded most goals, a temporary dip in measurable skills gains was noted. This was primarily due to previous gaps in tracking in-school youth progress. To address this, the program implemented CASAS pre- and post-assessments to accurately capture educational functional level increases. These measures are expected to stabilize and improve future performance outcomes.

Program Enhancements and Youth Feedback: Stakeholder feedback was obtained through extensive youth surveys designed to identify employment barriers and inform program development. Key findings included:

- Career Exploration Needs: Youth expressed a desire for more exposure to diverse career paths and industries.
- Starting Wage Expectations: Participants indicated unrealistic expectations regarding entry-level wages, highlighting a need for economic literacy.

In response, the program implemented several targeted strategies:

- Expanded Career Prep Curriculum: Enhanced classes to include comprehensive career exploration activities, industry awareness sessions, and financial literacy education.
- Employer Engagement: Strengthened partnerships with local employers to increase internship opportunities and hands-on learning experiences.
- Field Trips and Industry Tours: Organized site visits to apprenticeship programs, including a successful tour at Pipe U and a scheduled visit to Finrock Manufacturing on February 18th.
- Career Prep and Tour Flyers to be shared with committee members.

Ike Powell asked if the survey results could be shared, Sandra Wright said she would address. Mr. Powell also offered to collaborate on organizing field trips to county departments, a Government Day for Youth and internships to further expand the programs network of resources.

Career Consultant, Nadine Kohr gave an overview of the amazing Pipe U field trip in Belle Glade. Pipe U offers a five-year apprenticeship program in pipe fitting, welding, plumbing, and HVAC. The requirements are straightforward: applicants must be at least 18 years old, have a high school diploma or GED, a driver's license, and pass a math evaluation exam. The application process involves passing the math evaluation, filling out an application, and qualifying for an interview. During the interview, they assess hand-eye coordination, followed by a selection process. The field trip allowed participants to see opportunities firsthand, sparking interest through hands-on activities like welding, where young women excelled. Ms. Kohr highlighted the importance of guiding young adults and providing support, such as transportation assistance and practice resources for the math assessment. She appreciated the program's impact, especially for her 19-year-old son, and expressed gratitude for the opportunity.

Sandra Wright introduced Abraham Greene as the new Youth and Young Adult Supervisor. With extensive experience in youth services and community engagement, Mr. Greene aims to:

- Expand Community Partnerships: Foster collaborations with local businesses, government agencies, and nonprofits to create employment and educational opportunities.
- Enhance Data-Driven Strategies: Utilize performance data to align program goals with emerging workforce trends and community needs.
- Increase Program Accessibility: Identify and reduce barriers to participation through targeted support services.

Sandra Wright announced that the following staff have been assigned to the following committees:

- Abraham Greene: Juvenile Justice Circuit Advisory Board
- Sophia Jernigan: Birth to 22: Opportunity Youth Action Team
- Lucinda Warthen: Birth to 22: Trauma Action Team

Dr. Barbara Gerlock would like Abraham Greene to participate in the Palm Beach County Advisory Committee on Behavioral Health, which meets on the 3rd Tuesday of each month. The next meeting is scheduled for January 21st. Mr. Greene should email Dr. Gerlock his contact information.

Dr. Barbara Gerlock said that transportation remains a critical barrier to youth participation and program success. Sandra Wright said in 2024, our youth program allocated over \$100,000 for transportation assistance, including gas cards and bus passes provided to participants for daily commuting needs. Rideshare services, such as Uber and Lyft fares were provided to youth facing transit limitations.

Dr. Barbara Gerlock said Palm Tran's leadership are collaborating with others to address systemic transportation challenges, particularly in the Glades region, where access to educational and employment opportunities is limited. Ongoing efforts include evaluating bus routes, coordinating with Palm Tran for direct service options, and exploring community-driven solutions.

b. Success Stories (Sandra Wright): Sandra Wright shared a notable success story celebrating Rose Cineus's journey from program participant to nursing graduate. Enrolled in the Young Adult program in August 2022, Miss Cineus pursued a nursing degree at Palm Beach State College, supported by an ITA scholarship. She completed a 12-week internship at Palm Glades Rural as a health support worker, gained valuable experience, and maintained academic excellence, earning placement on the Dean's List. Miss Cineus has since graduated with a Bachelor of Science in Nursing and is preparing for her board exams to become a registered nurse.

c. Palm Beach County's Birth to 22: Opportunity Youth Action Team Update (Ike Powell): Ike Powell gave an update:

- Birth to 22 Annual Meeting Participation: On February 18, the program will engage with community stakeholders to unveil the Youth Master Plan 2.0 and align collective efforts to support youth development.
- County-Wide Needs Assessment: In collaboration with Group Victory, the program will participate in a comprehensive needs assessment to identify service gaps and improve support for opportunity youth. Keep a lookout for communications from Dr. Stephen Ferrante.

**VI. OPEN DISCUSSION:** Dr. Barbara Gerlock said keep up the good work.

**VII. ADJOURNMENT:** With no further business to discuss, Alyssa Freeman adjourned the meeting at 9:43 a.m. The next meeting will be held on April 17, 2025, at 9:00 a.m.