

**FINAL MINUTES**  
**CAREERSOURCE PALM BEACH COUNTY, INC.**  
**YOUTH AND YOUNG ADULT OUTREACH COMMITTEE MEETING**  
**Thursday, September 22, 2022**

- I. **CALL MEETING TO ORDER, WELCOME:** Committee Chair Christopher Cothran welcomed attendees and called the meeting to order at 9:00 a.m. The meeting was audio and video recorded with a written transcript, which is retained in accordance with CareerSource Palm Beach County, Inc.'s (CareerSource) Retention and Security of Records policy. There were no objections to the recording of the meeting. A quorum was present with committee member Ike Powell attending in person and committee members Christopher Cothran, Lauren Veit, and Claudia Kirk Barto attending remotely.

Committee members absent were Genifer Johnson, Greg Starling, Dr. Mel Coleman, Barbara Gerlock, David Talley, Jennifer Pollack Percival, and Jay Boggess.

II. **AGENDA APPROVAL**

- a. **Proposed Amendments & Approval of Agenda:** Christopher Cothran asked if there were any proposed amendments to the agenda. There were none. He called for a vote to approve the agenda.

Motion: Claudia Kirk Barto  
Second: Lauren Veit  
The motion passed unanimously.

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

IV. **ITEMS FOR APPROVAL**

- a. **Approval of Minutes from May 12, 2022:** Christopher Cothran asked the committee to review the minutes and after reviewing them, advise if they wished to make any corrections. Hearing none, he called for a vote to approve the minutes.

Motion: Claudia Kirk Barto  
Second: Ike Powell  
The motion passed unanimously.

V. **INFORMATIONAL**

- a. **Young Adult Program: PY 21-22 in Review & Plans for PY22-23:** Sandra Wright presented a PowerPoint presentation and discussed the program's activities, performance measures and outcomes compared over the past three program years. Proposed plans for program year 2022-2023 include hosting hiring events, implementing credential training, increasing in-school-youth, improving program promotion, encouraging employers to mentor youth, and developing and enhancing agency partnerships with CareerSource.
- b. **Success Stories:** Three young adult job seekers successfully completed CareerSource's Career Prep Work Readiness and Work Maturity program. Upon completing the program, the first job seeker obtained two nationally recognized credentials, was placed in a worksite internship that led to part-time employment as an Office Manager with the worksite and is currently attending Palm Beach State College's Surgical Technology program. The second job seeker was placed in a worksite internship with the city of South Bay and is now attending the University of Central Florida majoring in Education. The third job seeker was placed in a worksite internship at Palm Glades Rural Health that led to part-time employment with the worksite. The committee discussed various opportunities to collaborate between committee members and community partners to further provide young adults with worksite internships.

- c. Palm Beach County's Birth to 22: Education to Employment Pathways for Disconnected Youth Action Team Updates: Ike Powell reported the Birth to 22 Coalition's Steering Committee will be holding a retreat on September 7 and on December 13 they will virtually hold their annual Task Force meeting. One of the Coalition's goals is to reach the disconnected youth and connect them with different resources. The Coalition is in the exploratory stages of replicating the Fort Lauderdale Independence, Training & Education (FLITE) Center model in Broward County, which provides a one stop resource center offering all supportive services to youth. A meeting has been scheduled for October 14 with the FLITE Center.

V. **OPEN DISCUSSION**: There was none.

VI. **ADJOURNMENT**: A motion was made by Ike Powell and second by Claudia Kirk Barto to adjourn the meeting. The motion was approved unanimously, and the meeting was adjourned at 9:54 a.m. The next meeting date is Thursday, March 9, 2023.