

**Youth Council Meeting  
Monday, April 17, 2023 – 1:30 p.m.  
MINUTES**

**I. Call to Order**

The meeting was called to order at 1:31 p.m. by Gary Ritter, Council Chair. Mr. Ritter inquired if any Requests for Public Comment had been made and was advised that none had.

**II. Introductions**

Roll was called to identify and confirm committee members present in the room and those participating by phone. Staff and others present were identified. It was determined that quorum had been established. See end of minutes for all attendees.

**III. Action Items:**

**A. Year-round In-School and Out-of-School Youth Service Provision for PY 2023-2024**

Referring to the action item in the agenda packet, Donna Doubleday (CSH President/CEO) explained that the Youth Services contracts for In-School and Out-of-School youth provided through South Florida State College (SFSC), currently in year one of three possible, expire on June 30, 2023. Data review indicates SFSC's Panther Youth Partners Program (PYP) is on track to meet performance requirements for the year and continues to serve those most in need, at-risk youth. Ms. Doubleday explained that preliminary funding estimates have not been made available. Since these are related-party contracts which will require Florida's Department of Economic Opportunity review and CareerSource Florida's approval, staff's recommendation was to approve contracting for year two of three in amounts not to exceed amounts awarded for the current year.

A Committee member asked if reading skills were addressed in these programs and was advised that a basic skills assessment is administered with all program applicants; and, based on the results, remediation in reading and/or math is included, as appropriate.

After discussion, Youth Council Chair, Gary Ritter, initiated approval of the action calling for a motion.

- A motion was made by committee member, Raymond Royce to recommend to the Board that the CSH President/CEO negotiate two contracts with SFSC for year two of three, in amounts up to and not to exceed \$162,500 for In-school Youth and \$487,500 for Out-of-school Youth for PY 2023-24, contingent upon available funding.
- Motion seconded by committee member, Amanda Wilson.
- Motion carried unanimously.

Joshua Exendine, CSH Board member and SFSC employee, abstained from voting and signed a conflict-of-interest form.

**B. Youth Get There Faster Grant Contracts**

Referring to the action item in the agenda packet, Donna Doubleday (CSH President/CEO) explained that CareerSource Heartland partnered with CareerSource Flagler Volusia (CSFV) on a

Get There Faster Grant funded by CareerSource Florida (CSF). Initially, CSFV received the full funding allocations with the intention of covering CSH's related costs. However, logistical issues arose during planning for local facilitation. For effective and efficient documentation, CSFV de-obligated \$237,758.50, which were allocated to CSH. SFSC's PYP staff have agreed to assist by implementing this curriculum with twenty-five to thirty youth. For effective and efficient grant tracking, staff recommend awarding two related grant contracts in the amounts of \$ 9,573.35 for In-school Youth and \$ 28,720.05 for Out-of-school Youth. CSH will use the remaining funds to implement the program for Adults and Dislocated Workers.

After discussion, Youth Council Chair, Gary Ritter, initiated approval of the action calling for a motion.

- A motion was made by committee member, Raymond Royce to recommend to the Board that the CSH President/CEO award two contracts with SFSC/PYP for amounts up to and not to exceed \$9,573.35 for In-school Youth and \$28,720.05 for Out-of-school Youth to complete the ELI Ice- House Curriculum.
- Motion seconded by committee member, Leigh Ann Bellamy.
- Motion carried unanimously.

Joshua Exendine, CSH Board member and SFSC employee, abstained from voting and signed a conflict-of-interest form.

#### **IV. Other**

No other business was brought before the Youth Council.

#### **V. Adjourn**

Council Chair, Gary Ritter, adjourned the meeting at 1:45 p.m.

---

**Committee members present and participating:** Gary Ritter (Chair), Leigh Ann Bellamy, Joshua Exendine, Christina Martin, Raymond Royce, Amanda Wilson

**Committee members absent:** Skylar Harrison, Christen Johnson

**Public attendance:** Mike Davis

**CSH staff present:** Donna Doubleday, Ann Martin, Michele Arena, and Brian Mercurio