



# **MULTIAGENCY STATE PLAN**

**CAREER EDUCATION  
FOR YOUTH  
in Department of  
Juvenile Justice  
Educational Facilities**

April

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## **Introduction**

The purpose of this plan is to outline the state's commitment to developing appropriate career education course offerings and employment opportunities for youth committed to Department of Juvenile Justice (DJJ) facilities. The plan was developed by a collaborative workgroup from Department of Education (DOE) and DJJ staff, Workforce Florida, Inc., the statewide Workforce Development Youth Council, district school boards, community colleges, and providers. The plan addresses the following topics:

- Definitions and characteristics of career education programs in juvenile justice facilities
- State and federal funding sources
- Curriculum
- Transfer of credits
- Goals
- Outcome measures
- Model program continuum
- Career and Professional Academies
- Florida Ready To Work Certification Program
- DJJ/Agency for Workforce Innovation (AWI)/ Workforce Florida, Inc. (WFI) Collaborative Initiatives
- Examples of DJJ career and technical education program partnerships
- Career resources

Appendix A contains additional information on the state plan with reference to goals, objectives, strategies, measurable outcomes, and timeline.

This plan should be used as a tool to assist educators in providing youth in DJJ programs with career education opportunities and to better prepare youth to enter the workforce. The state plan supports DOE's strategic imperative to align workforce education programs with skill requirements of the new economy. The ultimate goal is for every workforce education program graduate to have competencies required to succeed.

## **Background**

Passed in 2000, Section 985.3155, Florida Statutes (F.S.), required the DOE and DJJ, in consultation with the statewide Workforce Development Council, school districts, providers, and others, to develop a multiagency plan for career education for youth in juvenile commitment facilities. The plan established curriculum, goals, outcome measures, and definitions for the types of career education that should be available for youth in juvenile commitment facilities.

In 2004, the Florida Legislature amended 1003.52(22), F.S., to require that "the DOE and the DJJ in consultation with Workforce Florida, Inc., the statewide

Workforce Development Youth Council, district school boards, community colleges, providers, and others, shall jointly develop a multiagency plan for career education which describes the funding, curriculum, transfer of credits, goals, and outcome measures for career education programming in juvenile commitment facilities. The plan must be reviewed annually.”

A career education committee was formed in April 2005 with 15 members representing the entities identified in the statute to begin developing a career education plan. A listing of the career education committee members can be found in Appendix B. Two 2-day meetings were held in Tallahassee, Florida in 2005.

### **Definitions and Characteristics of Career Education Programs in Juvenile Justice Facilities**

Definitions of the types of career programming were originally proposed in 985.3155, F.S. (revised to 985.622, F.S.). Both committees used the language in the statute to assist in developing the career plan. These definitions address the types of career programs that should be available in juvenile justice facilities. The three definitions are as follows:

- Type 1** Program offerings at commitment facilities with this designation will focus on “youth development” and include courses that teach personal accountability skills and behaviors that are appropriate for youth in all age groups and ability levels. These skills and behaviors lead to work habits that help maintain employment and living standards.
- Type 2** Career education offerings at commitment facilities with this designation will include Type 1 program course content and an orientation to the broad scope of career choices, based on the youth’s abilities, aptitudes, and interests. Exploring and gaining knowledge of occupation options and the level of effort required to achieve this is an essential prerequisite to skill training at this level.
- Type 3** Career education offerings at commitment facilities with this designation will include Type 1 program course content and the career education competencies or the prerequisites needed for entry into a specific occupation.

A Type 1 program may offer, but is not limited to, competencies in communication skills, interpersonal skills, decision making skills, and lifelong learning skills. Examples of a Type 2 curriculum may include, but are not limited to, conflict resolution skills, identifying skills and interests, interests and aptitude surveys, personal accomplishments and qualifications, preparation and job seeking, and coping with stress. A Type 3 program may include, but is not

limited to, industry recognized occupational completion points and/or articulation agreements in place for continuity of educational initiatives.

Implementation of the state career education plan requires program directors and lead educators at each facility to become familiar with each of the options described above, focusing on those career education offerings appropriate to their location, facility security level, population of youth served, and youths' typical length of stay. All facilities are not expected to offer every program type. On an annual basis, DJJ will survey each facility regarding the type of career education program offered at their facility. Appendix C contains a listing of career types offered in DJJ residential and day treatment facilities as of December 30, 2005.

The Juvenile Justice Educational Enhancement Program (JJEED) annually conducts quality assurance reviews for DJJ programs to ensure that they are reporting the career type accurately and offering the appropriate courses based on the career type. Additionally, DJJ programs are required to utilize a career assessment to enhance employability, career, and technical instruction. Appendix D provides a listing of career assessments used during the 2004-05 school year.

## **State and Federal Funding Sources**

### State Funding

The Florida Education Finance Program (FEFP) is the primary mechanism for funding public schools in Florida. The FEFP bases financial support for education on the individual student participating in a particular program. Students are counted four times per year—in July, October, February, and June. FEFP funds are primarily generated by multiplying the number of unweighted full-time equivalent students (UFTEs) in each of the funded educational programs—for example career education programs—by cost factors to obtain weighted FTEs (WFTEs). WFTEs are then multiplied by the base student allocation and by a district cost differential to determine the base funding from state and local FEFP funds. Program cost factors are determined by the Legislature annually and represent relative differences among FEFP programs. The FEFP provides funding for youth in kindergarten through twelfth grade. Youth who have obtained a high school diploma or general educational development (GED) are not eligible for funding under the FEFP.

### Federal Funding

#### *Title I Part D, Neglected or Delinquent Program*

Title I Part D is a federal program providing funding for compensatory education services for youth in state-operated juvenile and adult correctional facilities. The

DOE administers the Title I program and passes the funds on to local school districts based on a count of eligible students on December 1 of each year. Title I Part D subpart 1 provides funding to the local education agency (LEA) for neglected and delinquent children aged 20 or younger. Title I Part D subpart 2 provides funding for at-risk youth within the ages of 5–17 living in an institution.

#### *Carl D. Perkins Vocational and Applied Technology Education Act (Perkins Act)*

Career education programs in juvenile justice facilities can be supported through federal funding allocated to each state through the Carl D. Perkins Vocational and Applied Technology Education Act. Perkins funds are administered by the DOE and passed on to school districts or community colleges based upon a formula and the district's or college's annual funding plan.

The Perkins Act defines career education as “organized educational programs offering sequences of courses directly related to preparing individuals for paid or unpaid employment in current or emerging occupations requiring other than a baccalaureate or advanced degree.” Programs include competency-based applied learning that contributes to individuals' academic knowledge, higher-order reasoning, problem solving skills, and the occupational-specific skills for economic independence as a productive and contributing member of society. Perkins funds are most frequently used for:

- Occupationally-relevant equipment
- Materials for learning labs
- Curriculum development or modification
- Staff development
- Career counseling and guidance activities
- Efforts for academic-career education integration
- Supplemental services for special populations
- Hiring career staff
- Remedial classes
- Expansion of Tech Prep programs

Annually, school districts or community colleges submit a plan to DOE describing the goals to be achieved through the expenditure of Perkins Act funds. The needs of individual commitment facilities should be included in local plans.

#### *Workforce Investment Act*

The goal of the federal Workforce Investment Act (WIA) is to increase occupational skills and attainment by participants and, as a result, improve the quality, productivity, and competitiveness of the workforce and reduce welfare dependency. The WIA requires the appointment of local youth councils that report and make recommendations to the local workforce development boards. The youth councils are responsible for developing a local plan relating to eligible



youth, recommending eligible providers of youth activities, conducting oversight with respect to the eligible providers, and coordinating the authorized youth activities. An eligible youth is defined as one who is 14–21 years of age; meets the definition of low income; and is deficient in basic literary skills, a school dropout, homeless, a runaway or foster child, pregnant or a parent, an offender, or an individual who requires additional assistance to complete an educational program or to secure and hold employment. At a minimum, local areas must offer the following services to eligible youth:

- Tutoring, study skills training
- Alternative school services
- Summer employment opportunities
- Integrated academic and occupational learning
- Leadership development activities
- Supportive services
- Adult mentoring
- Paid and unpaid work experiences
- Occupational skill training
- Follow-up services to all youth partnerships for a minimum of 12 months
- Comprehensive guidance and counseling

A minimum of 30% of a local area's total allocation for youth activities must be spent on out-of-school youth, and 10% of the allocation must be used to leverage public schools' dropout prevention funds through performance payments for outcomes specified by the Agency for Workforce Innovation (AWI). Because they are enrolled in school and not funded with dropout prevention funds, youth in commitment facilities would not be eligible under either of these allocations. However, funds from the Temporary Assistance for Needy Families (TANF) program may be available to Workforce Development initiatives in the following way. Youth whose families are or have been participants in the Work and Gain Economic Self-Sufficiency (WAGES) program could be eligible for career or employment services under the Workforce Investment Act as a preventative measure. Use of TANF funds in this way may in fact keep the youth from entering the welfare program.

## **Curriculum**

The committee members, in the 2001 plan, developed a list of characteristics that should be included in a career curriculum. These characteristics, along with the current quality assurance requirements, are listed below as elements that should be included in the career curriculum:

- School board approved career education modules, based on the Sunshine State Standards for programs, should be used to engage youth in exploring job-related activities.
- Academic instruction should be integrated with career education instruction and transition planning.

- Training that is both challenging and age-appropriate should be tailored to meet the needs of the youth.
- The interpersonal skills needed to get and maintain a job should be addressed in all education programs in juvenile justice facilities, including independent living skills, budgeting, household operations, work ethic, and the value of work.
- When possible, youth should be paid for pre-release work experience and required to design and use a personal budget.
- Career education programs for committed youth should be research-based with the ability to track and demonstrate outcomes.
- Employability skills subject matter taught in Type 1 programs should have a direct link to the treatment plan being implemented by the commitment facility staff and address employability and social and life skills on a year-round basis through courses or curricula that are based on state and school board standards.
- Type 1 programs should provide instruction in courses that are offered for credit, follow course descriptions, or are integrated into other courses offered for credit.
- Type 1 programs should be delivered through individualized instruction to include a variety of instructional strategies that are documented in lesson plans and demonstrated in all classroom settings.
- A service-learning (community service) model for Type 2 can teach both community responsibility and offer a venue for learning real work skills and behaviors.
- Youth in Type 3 programs should be able to complete one or more occupational completion points (OCPs) during their length of stay. Curriculum offerings for Type 3 programs should be driven by the OCP model used in community colleges and technical centers.
- Course offerings for Type 3 programs must reflect career program standards and be industry-certified and endorsed.
- Course offerings for Type 3 programs should be: developed jointly by facility staff and education program and school district personnel; addressed in the facility's school improvement and pupil progression plan; and consistent with the school district's plans for the use of Supplemental Academic Improvement (SAI) funds.

Appendix E provides a listing of curriculum frameworks and student performance standards for employability skills for youth. Additionally, Appendix F provides a sample listing of free and low cost materials available from DOE that may assist youth in exploring career choices and opportunities.

## **Transfer of Credits**

State Board of Education Rule 6A-1.09941 has specific language regarding the transfer of high school credits. This rule serves to establish uniform procedures relating to the acceptance of transfer work and credit for students entering Florida's public high schools. Because juvenile justice schools are public schools, this rule applies to students who transfer from a facility to high school. The rule outlines the following procedures for transfer of high school credits:

- (1) Credits and grades earned and offered for acceptance shall be based on official transcripts and shall be accepted at face value subject to validation if required by the receiving school's accreditation. If validation of the official transcript is deemed necessary, or if the student does not possess an official transcript or is a home education student, credits shall be validated through performance during the first grading period.
- (2) Validation of credits shall be based on performance in classes at the receiving school. A student transferring into a school shall be placed at the appropriate sequential course level and should have a minimum grade point average of 2.0 at the end of the first grading period. Students who do not meet this requirement shall have credits validated using the alternative validation procedure. Detailed information regarding the alternative validation procedure is available in State Board of Education Rule 6A-1.09941(3).

Florida Statute 1007.24 requires DOE "to develop, coordinate, and maintain a statewide course numbering system for postsecondary and dual enrollment education in school districts, public postsecondary educational institutions, and participating nonpublic postsecondary educational institutions that will improve program planning, increase communication among all delivery systems, and facilitate student acceleration and the transfer of students and credits between public school districts, public postsecondary educational institutions, and participating nonpublic educational institutions." In accordance with this statutory requirement, DOE maintains a course code numbering system for a seamless transfer of credits.

## **Goals**

The committee was charged to develop goals for the plan. The goals of the multiagency plan include assurances that: 1) every site offers career education appropriate to their facility type, 2) youth leaving a DJJ site will continue their education and/or seek employment or have found employment, and 3) all community and education stakeholders will collaborate to ensure that students leaving the DJJ sites are ready to enter the workforce. As previously indicated, the goals, objectives, and strategies for this plan have been identified in Appendix A.

## **Outcome Measures**

The outcome measures for this plan can be tracked through the use of data available from the Florida Education and Training and Placement Information Program (FETPIP). This data includes:

- Number and percent of youth placed in jobs within six months of release
- Number and percent of youth returning to an academic or career education training program upon release
- Number and percent of youth who upon release enroll in an academic or career education program and receive a high school diploma, GED, or career certificate
- Number and percent of youth released from commitment who are participating and enrolled in the TANF program
- Number and percent of youth returning to the correctional system within six to twelve months of release

## **Model Program Continuum**

The 2001 career plan identified a model program continuum for design and instruction delivery. This plan includes the 2001 model program continuum as it provides key elements for design and delivery of instruction for youth enrolled in DJJ programs. The continuum will assist with ensuring that DJJ students have a seamless process for receiving a quality education and the skills necessary to seek employment. A framework for the design and delivery of career education is an essential prerequisite to the development of curriculum, goals, transfer of credits, outcome measures, and funding. An education continuum should be available to students in DJJ facilities that includes:

- Comprehensive assessment prior to a commitment staffing
- Placement decisions that are consistent with placement data
- Employment preparation at the appropriate level: career awareness, employability and life management skills, or work experience with the Sunshine State Standards as the foundation
- Aftercare/transition for youth leaving commitment facilities that bridges the level of employment preparation to continued education, training, work experience, and/or job placement

It is critical that assessment results and information discussed at the commitment staffing will help drive a youth's residential placement in a facility that will meet his/her needs including career education needs. For example, if a 17-year-old youth who is in the ninth grade has no interest in graduating from high school, he/she is likely to be served best by being placed in a Type 3 program that will allow him/her to gain some hands-on career technical training and prepare for his/her GED.

## **Career and Professional Academies**

The 2006 Florida Legislature created, 1003.493, F.S., which affords school districts the opportunity to offer career and professional academies to youth. The 2006 Legislature described a career and professional academy as “a research-based program that integrates a rigorous academic curriculum with an industry-driven career curriculum. Career and professional academies may be offered by public schools, school districts, or the Florida Virtual School. Students completing career and professional academy programs receive a standard high school diploma, the highest available industry certification, and postsecondary credit if the academy partners with a postsecondary institution.” The goals of career and professional academies are to:

- Increase student academic achievement and graduation rates through integrated academic and career curricula
- Focus on career preparation through rigorous academies and industry certification
- Raise student aspiration and commitment to academic achievement and work ethics
- Support the revised graduation requirements pursuant to F.S. 1003.428 by providing creative applied majors
- Promote acceleration mechanisms, such as dual enrollment, articulated credit, or occupational completion points, so that students may earn post-secondary credit while in high school
- Support the state’s economy by meeting industry need for skilled employees in high-demand occupations

DJJ programs that can meet the career and professional academies’ requirements are encouraged to offer this type of curriculum in their program. The passage of F.S.1003.493 recognizes the need to better prepare students to enter the workforce. The utilization of career and professional academies in DJJ facilities can be a tremendous benefit to preparing youth for today’s workforce and assisting them in being productive citizens. Additional information on career academies can be accessed at [http://www.firn.edu/dae/workforce/ca\\_home.htm](http://www.firn.edu/dae/workforce/ca_home.htm).

## **Florida Ready To Work Certification Program**

The Florida Ready To Work Certification Program was created by the 2006 Legislature and can be found in F.S. 1004.99. This program is designed to enhance the workplace skills of Florida’s students to better prepare them for successful employment in specific occupations. DJJ educational programs are specifically listed as one of the entities eligible to participate in this program. The program shall be composed of:

- A comprehensive identification of workplace skills for each occupation identified for inclusion in the program by the AWI and DOE

- A preinstructional assessment that delineates the student's mastery level on the specific workplace skills identified for that occupation
- A targeted instructional program limited to those identified workplace skills in which the student is not proficient as measured by the preinstructional assessment. (Instruction must utilize a web-based program and be customized to meet identified specific needs of local employers.)
- A certificate and portfolio awarded to students upon successful completion of the instruction. (Each portfolio must delineate the skills demonstrated by the student as evidence of the student's preparation for employment.)

DOE staff is currently working on developing the details to implement the Florida Ready To Work Certification Program. Additional information will be forthcoming on this new legislation.

### **DJJ/AWI/WFI Collaborative Initiatives**

The DJJ, AWI, and WFI signed a cooperative agreement in March 2005. This agreement established a framework for providing supportive service for youth involved in the juvenile justice system through regional workforce boards. The three entities have also collaborated on Project CONNECT grants awarded in four sites in Florida. The grants focused on connecting selected youth within the juvenile justice system with community resources. Appendix G contains minutes from the Project CONNECT meeting.

At-risk youth are also being served through the BEST (Business, Employment, Solutions and Training) grant. Second year funding as well as additional funding for new programs were recently released. Additional information on the BEST grant can be accessed at <http://www.workforceflorida.com> under "funding opportunities."

The DJJ participates with other departments in the Strengthening Youth Partnerships initiative started by Workforce Florida Inc. (WFI). Florida was one of 16 states selected for advanced level technical assistance by the U.S. Department of Labor. This has provided stakeholders with advanced level training on interagency cooperation on behalf of Florida's neediest youth. Appendix H provides an overview of the Strengthening Youth Partnerships initiatives.

### **Examples of DJJ Career and Technical Education Program Partnerships**

**Graceville Vocational Youth Center (GVYC)** is a 24-bed, moderate risk, residential program for male offenders who already possess a high school diploma or general education development diploma (GED). The program provides a comprehensive multiservice delivery system of residential treatment and a full continuum of care with emphasis on career training (welding or building trade), community service, and employability skills. To fully participate in this

program, students must be in good physical health. Students shall participate in various projects both on- and off-campus, which include Adopt a Highway and Department of Transportation (DOT) work projects. The average length of stay at Graceville Vocational Youth Center is six to nine months.

The **DOVE program** (Developing Opportunity through Vocational Education) is a recently developed collaborative venture providing up to 48 girls committed to the Department of Juvenile Justice with a full range of accredited career training classes that include landscaping, culinary arts, carpentry, business technology, and pre- and post-residential occupational education with the goal of successful reintegration into the community. Individualized therapeutic plans include gender responsive programming and integration of the Boys and Girls Club of America activities specific to youth development. The DOVE employs case managers and an occupational specialist in partnership with One Stop Career Centers and Project Connect. Project Connect provides a transitional team of professionals to assist with community reintegration.

**Avon Park Youth Academy** is a residential, educational, and treatment program designed to serve Level 6 juvenile offenders placed by the Florida Department of Juvenile Justice. The facility has 200 beds. All youth assigned to the program are 16 to 19 years of age and stay for an average of nine months. Home Builders Institute operates as a school within a school to provide vocational instruction for the construction trades. The program has also recently been awarded a grant to enhance follow-up services.

**Okaloosa Youth Academy** provides training in masonry, carpentry, and electronics with an integrated career educational program building on Perkins funding with continued provider and community support. Okaloosa Youth Academy is a moderate-risk program. Behavioral Health Overlay Services (BHOS) are provided for youth with outpatient level mental health and substance abuse counseling. Educational services are provided by the Okaloosa County School District. Masonry, electronics technician, carpentry, and horticulture career programs are available. The program is a certified GED testing center where youth have the option of earning a GED and/or high school diploma. Youth have participated in community service projects including wheelchair ramp construction and Habitat for the Community.

**Pensacola Boys Base**, a state-run facility, is also an excellent role model for career development partnerships. Pensacola Boys Base is a moderate risk, six to nine months residential halfway house program located on an active military installation. The program serves males between the ages of 14 and 18, with emphasis on 17-year-olds and above. Active military personnel, as well as group involvement and day-to-day contact with active duty military, provide one-on-one mentoring from all branches of the Armed Service. Youth who are 17 years of age and who meet academic requirements are provided the opportunity to attend the Naval Technical Training School located at Pensacola Naval Air Station.

The program incorporates restorative justice and is involved extensively in community service. Among the organizations supported are Habitat for Humanity and Feed the Children. Basic education is a primary component and youth are encouraged to obtain their GED. As part of the treatment curriculum, youth are taught social skills and consequences of crime. Each youth is required to complete a 13-week challenge course and demonstrate practical skills in effective teamwork and problem solving. The program provides mental health overlay services for youth in need of moderate to severe mental health services.

### **Career Resources**

One-Stop centers provide a vehicle for youth to seek employment-related services, which include employability skills training, job searching, assistance filling out an employment application, and interviewing tips. The available services are free of charge and can be of great assistance to youth in DJJ programs as they prepare to return to their local community. A best practice to utilize with youth as they prepare to exit is to assist him/her in scheduling an appointment with their local One-Stop center. Appendix I contains a statewide list of One-Stop centers. Appendix J contains a list of Web sites that may assist youth in obtaining employment. Appendix K is a wage conversion document that provides information on different wages.



## Appendices

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## **Appendix A**

State Plan for Career Education for Youth in Department of Juvenile  
Justice Commitment and Day Treatment Facilities

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State Plan for Career Education for Youth in Department of Juvenile  
Justice Commitment and Day Treatment Facilities

<b>Goals</b>	<b>Objectives</b>	<b>Strategies</b>	<b>Measurable Outcomes</b>	<b>Timeline</b>
Goal 1: Every DJJ site offers career education appropriate to their facility type.	Objective 1: Ensure all DJJ sites have evaluated their program parameters properly and have determined their correct facility type.	Strategy 1: Ensure DJJ sites are offering appropriate career curricula based on facility type.	<ul style="list-style-type: none"> <li>▪ At least 79% of QA reports will reflect that the DJJ sites are offering appropriate career curricula based on facility type.</li> </ul>	August 1, 2008
Goal 2: Youth leaving a DJJ site will continue their education and/or seek or have found employment.	Objective 2: Ensure all DJJ educational staff are aware of the Web-based transition contact list that provides school districts with the correct contact information. These contacts will assist youth with re-entry back into the community.	Strategy 2: JJEOP quality assurance reviewers, as part of their annual review, will assure that all DJJ educational staff understand how to access the Web-based transition contact list.	<ul style="list-style-type: none"> <li>▪ At least 38% of youth who exit DJJ sites will be placed in jobs within six months of release.</li> <li>▪ At least 9% of youth who exit DJJ sites will go on to an academic or career education training program.</li> <li>▪ At least 2% of youth who exit DJJ sites will enroll in an academic or career education program and receive a high school diploma, GED, or career certificate.</li> </ul>	January 2, 2008

Goals	Objectives	Strategies	Measurable Outcomes	Timeline
<p>Goal 3: Collaborate with all community and education stakeholders to ensure that students leaving the DJJ sites are ready to enter the workforce.</p>	<p>Objective 3: Improve career opportunities for all DJJ students.</p>	<p>Strategy 3a: Education stakeholders will disseminate Florida Ready to Work requirements.</p> <p>Strategy 3b: Career breakout sessions will be a part of the annual Juvenile Justice Education Institute (JJEI).</p>	<ul style="list-style-type: none"> <li>▪ At least 1% of DJJ students will work toward a Florida Ready to Work Certification.</li>   <li>▪ The number of career sessions offered at JJEI will increase by 5% annually.</li> </ul>	<p>August 1, 2008</p>   <p>September 2, 2007</p>

## **Appendix B**

### List of Members of the State Career Plan Workgroup

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## **State Career Education Plan Workgroup Members**

**Steve Cochran**, Polk County School District

**Karen Denbroeder**, Administrator, Bureau of Exceptional Education and Student Services, Department of Education

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**Joan Wimmer**, Senior Management Analyst II, Department of Juvenile Justice

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## **Appendix C**

Listing of Career Types Offered at Department of  
Juvenile Justice Programs

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## Juvenile Justice Career & Technical Education Status as of December 30, 2005

This chart lists the school districts responsible for educational programming at the Juvenile Justice Programs with the geographic location of the program, if different from the county school district, identified in parentheses.

Florida Statute 958.618 requires the Department of Juvenile Justice and providers to inventory vocational programs in use in commitment programs across the state, including listing the commitment program and type of vocational work offered. Each program is required to address career and technical education to some degree. Descriptions of program types are defined by Florida Statutes. Programs are described based on their capabilities.

*Type 1:* Programs that teach personal accountability skills and behaviors that are appropriate for youth in all age groups and ability levels and that lead to work habits that help maintain employment and living standards. There are currently 19 programs offering strictly level one services (985.3155, F.S., revised to 985.622, F.S.).

*Type 2:* Programs that include Type 1 program content and an orientation to the broad scope of career choices, based upon personal abilities, aptitudes, and interests. Exploring and gaining knowledge of occupation options and the level of effort required to achieve them is an essential prerequisite to skill training. Currently there are 90 programs offering level two services (985.3155, F.S., revised to 985.622, F.S.).

*Type 3:* Programs that include Type 1 program content and the vocational competencies or the prerequisites needed for entry into a specific occupation. Currently there are 34 level three vocational programs (985.3155, F.S., revised to 985.622, F.S.).

School		Program/Facility/Geographic Location	Type		
District	Number		1	2	3
Alachua	603	Gainesville Wilderness Inst		✓	
	604	PACE Center for Girls		✓	
Bay	602	Bay Regional Juvenile Detention Center	✓		
	604	Panama City Marine Institute		✓	
	605	Helping Ourselves Progress Effectively (HOPE) Juvenile Residential Facility		✓	
Brevard	1001	Rainwater Center for Girls		✓	
	1027	Space Coast Marine Institute			✓
	1001	Brevard Group Treatment Center		✓	
	1026	Frances S. Walker Halfway House for Girls		✓	
Broward	6011	Broward Regional Juvenile Detention Center	✓		
	6021	Broward Intensive Halfway House		✓	
	6012	Thompson Academy			✓
	6013	South Pines			✓
	6015	Lighthouse Care Center of Florida		✓	

School		Program/Facility	Type		
District	Number		1	2	3
Broward	6051	Florida Ocean Sciences Marine Institute		✓	
	6091	PACE Center for Girls		✓	
Charlotte	281	Crossroads Wilderness			✓
Citrus	8001	Cypress Creek			✓
Collier	9012	Big Cypress Wilderness Institute			✓
DeSoto	191	Peace River Outward Bound	✓		
	261	DeSoto Juvenile Correctional Facility		✓	
	271	DeSoto Dual Diagnosis			
Duval	411	Duval Halfway House		✓	
	431	Impact House	✓		
	441	Tiger Serious Habitual Offender Program		✓	
	401	Jacksonville Youth Center			
	811	PACE Center for Girls		✓	
	1851	Jacksonville Marine Institute East		✓	
Escambia	2086	Escambia River Outward Bound	✓		
	961	Pensacola Boy's Base		✓	
	2019	Escambia Bay Marine Institute		✓	
	2034	PACE Center for Girls		✓	
Glades	23	Florida Environmental Institute			✓
Hamilton	9009	Panther Success Center		✓	
Hardee	1001	Bowling Green Youth Academy		✓	
Hernando	9007	Withlacoochee Residential Juvenile Facility		✓	
Hillsborough	5060	Riverside Academy			✓
	5042	Hillsborough IRT	✓		
	5046	Hillsborough Detention Center–East			
	5048	Leslie Peters Halfway House			✓
	5052	Youth Environmental Services		✓	
	5051	Tampa Marine Institute		✓	
	5054	PACE Center for Girls		✓	
	5062	Columbus Residential Juvenile Facility			✓
Holmes	3012	West Florida Wilderness Institute			✓
Jefferson	7016	Monticello New Life Center		✓	
Lake	9030	Umatilla Academy for Girls		✓	
Lee	662	Price Halfway House		✓	
	663	Southwest Florida Marine Institute		✓	
Leon	1503	PACE Center for Girls		✓	
	1506	Seminole Work and Learn Center		✓	
	1507	Tallahassee Marine Institute		✓	
Levy	39	Forestry Youth Academy			✓
Liberty	51	Liberty Wilderness Crossroad Camp			✓
	52	Bristol Youth Academy		✓	

School		Program/Facility	Type		
District	Number		1	2	3
Madison	900	Greenville Hills Academy			✓
	925	Joann Bridges Academy		✓	
Manatee	2051	Manatee Regional Juvenile Detention Center	✓		
	2060	MATS Halfway House		✓	
	2052	MATS Sex Offender Program		✓	
		Manatee Youth Academy		✓	
		Omega			✓
	2001	Gulf Coast Marine Institute		✓	
	2004	PACE Center for Girls		✓	
Marion	9734	PACE Center for Girls		✓	
	9728	Marion Youth Development Center			✓
	9721	Marion Juvenile Correctional Facility		✓	
	9618	Silver River Marine Institute		✓	
Martin	9053	Martin Boot Camp		✓	
Miami-Dade	8014	Women In Need of Greater Strength (WINGS)		✓	
	7808	Baypoint Schools			✓
	7809	Baypoint – North			✓
	7804	Dade Marine Institute—South		✓	
	7805	Dade Marine Institute—North		✓	
	7813	PACE Center for Girls		✓	
Monroe	294	Monroe Regional Juvenile Detention Center	✓		
Nassau	281	Nassau Halfway House			✓
	311	Outward Bound Discovery / STEP—Yulee	✓		
Okaloosa	9817	Milton Girls Juvenile Residential (Santa Rosa)		✓	
	9810	Gulf Coast Youth Academy			✓
	9813	Okaloosa Regional Juvenile Detention Center	✓		
	9812	Okaloosa Youth Academy			✓
	9811	Okaloosa Youth Development Center			✓
	9815	Emerald Coast Marine Institute		✓	
Okeechobee	8101	Okeechobee Redirection Center— Level 6		✓	
	9101	Okeechobee Juvenile Corectional Center— Level 8 &10			✓
	9106	Vision Quest L6		✓	
	9104	Vision Quest L4		✓	
Orange	1311	Orange Regional Juvenile Detention Center	✓		
	21	Orange Halfway House			✓
	8009	First Step Girls Juvenile Residential Facility		✓	
	101	Orlando Marine Institute			✓
	1691	PACE Center for Girls		✓	

School		Program/Facility	Type		
District	Number		1	2	3
Osceola		Kissimmee Juvenile Correctional Facility		✓	
	9031	Adolescent Residential Center/ARC		✓	
	858	Osceola Regional Juvenile Detention Center	✓		
Palm Beach	3006	Palm Beach Regional Juvenile Detention Center	✓		
	3011	Sago Palm Academy			✓
	3005	Palm Beach Marine Institute		✓	
Pasco	6081	San Antonio Boys Village			✓
	6242	Mandala Treatment Center		✓	
	4081	Wilson Academy		✓	
	5242	PACE Center for Girls		✓	
	7242	New Port Richey Marine Institute			✓
Pinellas	8005	Camp E-Tu-Makee (Hendry)		✓	
	8016	Eckerd Academy (Orange)		✓	
	8017	Eckerd Intensive Halfway House (Okeechobee)		✓	
	8004	Eckerd Camp E-Kel-Etu (Marion)		✓	
	8015	Eckerd Youth Challenge (Hernando)		✓	
	8002	Eckerd Camp E-Nini-Hassee (Citrus)		✓	
	8003	Eckerd Camp E-Ma-Chamee (Santa Rosa)		✓	
	8032	Pinellas Boot Camp		✓	
	8012	Britt Halfway House		✓	
	8031	Pinellas Regional Juvenile Detention Center	✓		
	8011	Boley Conditional Release			
	8028	PACE Center for Girls		✓	
	8033	Pinellas Marine Institute		✓	
	8037	Pinellas Boot Camp Transition			
Polk	9224	Avon Park Youth Development Center			✓
	9208	Polk Regional Juvenile Detention Center	✓		
	9216	Polk Boot Camp		✓	
	9207	Polk Halfway House		✓	
	9225	PACE Center for Girls		✓	
Santa Rosa	205	Santa Rosa Juvenile Residential Facility			✓
	201	Blackwater Stop Camp School		✓	
Sarasota	411	Character House(YMCA)		✓	
	412	Gulf Coast Marine Institute (Manatee) Gulf Coast Marine Institute (Sarasota)			✓



School		Program/Facility	Type		
District	Number		1	2	3
		GOALS		✓	
Seminole	9206	Seminole Regional Juvenile Detention Center	✓		
	9230	Grove Unique Youth Services (GUYS)		✓	
	9232	First Step Group Treatment Home		✓	
St. Johns	421	Hastings Youth Academy			✓
	431	St. Johns Regional Juvenile Detention Center	✓		
St. Lucie	8014	Eckerd Leadership Program/ELP			
	5001	St. Lucie Regional Juvenile Detention Center	✓		
	5031	PACE Center for Girls		✓	
Union	7021	Union Juvenile Residential Facility		✓	
Volusia	9044	Volusia Halfway House/First Step		✓	
	9801	Volusia Regional Juvenile Detention Center	✓		
	8011	Pines Juvenile Residential Facility		✓	
	8061	Oaks Juvenile Residential Facility		✓	
	9817	Three Springs Program		✓	
	9808	PACE Center for Girls		✓	
Walton	2011	NAFI Intensive Halfway House		✓	
	2021	NAFI Shop		✓	
Washington	301	Jackson Juvenile Offender CC (Jackson)		✓	
	11	Okeechobee Boys School (Okeechobee)			✓
	9023	Dozier School for Boys (Jackson)			✓
	9055	Vernon Place		✓	

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## **Appendix D**

Listing of Career Assessment Instruments in  
Use in Department of Juvenile Justice Programs  
in the 2004-2005 School Year

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## Career Assessments in Use in Commitment Facilities in the 2004–2005 School Year

Career Assessment Instrument	Number of Programs Using this Instrument
CHOICES	121
Career IQ Test-Analysis	1
Career Inventory	3
Self-Directed Search	11
Florida View Interest Survey	8
VPI	1
Career Scope	3
VCCI – Visual Career Choice Indicator	2
Career Interest	2
Career Cruiser	6
Career Decision Making	8
Vocational Interest	4
Pathways	7
Career Quest	9
Work Adjustment Inventory	1
Work Interest Survey	2
ASVAB	3
Career Planning Survey	1
BBEST	1
Holland Self-Directed Search	2
PIC	2
IDEAS	1
O’net Interest Profiler	3
Chronicle	1
Daniels	1
Interest Aptitude Self Assessment	2
Florida School to Work	1
Vocational Training Inventory	1
CIS	1
Planning Career Goals	1
Student Interest Inventory	1

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## **Appendix E**

### Curriculum Frameworks and Student Performance Standards for Employability Skills for Youth

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**Florida Department of Education  
CURRICULUM FRAMEWORK**

<b>Program Title:</b>	Vocational Employability Skills for Youth
<b>Program Type:</b>	Secondary
<b>Occupational Area:</b>	Instructional Support Services
<b>Components:</b>	N/A
<b>Program Numbers</b>	<b>9001820</b>
CIP Number	1199.0007SN
Grade Level	7-12, 30, 31
Length	Variable
Certification	ANY VOCATIONAL FIELD OR COVERAGE ANY FIELD WHEN CERT REFLECTS BACHELOR OR HIGHER
Facility Code	272

- I. **PURPOSE:** The purpose of this program is to provide vocational education competencies for youthful offenders. Basic practical and job preparatory instruction is provided in the competencies necessary for a better understanding of the world of work and for entry-level job employment. The specific program content includes measurable components from any of the vocational program areas with heavy emphasis on work ethics and employability skills.
- II. **PROGRAM STRUCTURE:** This program is intended to provide short-term occupational education for individuals in residence within youthful offenders' institutions, usually for a 4- to 12-month duration. The objective is to provide a foundation of survival skills for a transition into entry-level employment and/or additional on-the-job training.
- III. **SPECIAL NOTE:** Primary emphasis will be given to the diagnosis of the individual's interest and aptitude, followed by involvement in appropriate occupational competencies, consistent with the individual's education level. This program is designed to allow the institution's vocational department in cooperation with the Division to develop student performance standards for specific instructional components based upon identified occupational titles in any of the program areas of Agri-science and Natural Resources, Business Technology, Diversified, Health Science, Family and Consumer Sciences, Industrial, Marketing, Public Service, and Technology Education. This curriculum framework and the adopted student performance standards will be the basis for program operation and program review. The specialized student performance standards will be based upon:
  1. Serving the special needs of the institution's clients with an average time of stay of 4 to 6 months
  2. Organized instruction provided by a qualified instructor
  3. Input from a program advisory committee composed of representatives of business and industry
  4. Documentation for evaluation and accountability purposes

Laboratory Activities: Appropriate laboratory activities are an integral part of this course.

SCANS Competencies: Instructional strategies for this program must include methods that require students to identify, organize, and use resources appropriately; to work with each other cooperatively and productively; to acquire and use information; to understand social, organizational, and technological systems; and to work with a variety of tools and equipment. Instructional strategies must also incorporate the methods to improve students' personal qualities and high-order thinking skills.

Equipment List: Equipment for this program is based on the vocational program(s) being offered.

IV. **INTENDED OUTCOMES:** After successfully completing appropriate course(s) for each occupational completion point of this program, the student will be able to perform the following:

- 01.0 Demonstrate realistic employment goals
- 02.0 Demonstrate employability skills
- 03.0 Manage interpersonal relationships
- 04.0 Use appropriate equipment and supplies safely and correctly
- 05.0 Demonstrate competencies identified for a specific program component

**OPTIONAL**

- 06.0 Demonstrate acquired skills through on-the-job training

**Florida Department of Education  
STUDENT PERFORMANCE STANDARDS**

**Program Title:** Vocational Employability Skills for Youth  
**Secondary Number:** 9001820  
**Postsecondary Number:** N/A

Occupational Completion Point A

01.0 DEMONSTRATE REALISTIC EMPLOYMENT GOALS—The student will be able to:

- 01.01 Express personal strengths and weaknesses, including social adjustments and cognitive abilities
- 01.02 Match interests and abilities with potential careers

02.0 DEMONSTRATE THE COMPETENCIES OF EMPLOYABILITY SKILLS—The student will be able to:

- 02.01 Describe steps in a job search
- 02.02 Complete a job application
- 02.03 Interview for a job
- 02.04 Follow time management rules
- 02.05 Demonstrate the ability to follow directions
- 02.06 Understand the benefits and responsibilities associated with successful employment
- 02.07 Apply problem-solving strategies to real life situations
- 02.08 Describe steps in resigning from a job

03.0 MANAGE INTERPERSONAL RELATIONSHIPS—The student will be able to:

- 03.01 Demonstrate good work attitudes
- 03.02 Demonstrate characteristics of a good employee
- 03.03 Maintain a positive relationship with a supervisor
- 03.04 Demonstrate personal dress and grooming techniques

04.0 USE APPROPRIATE EQUIPMENT AND SUPPLIES SAFELY AND CORRECTLY

These student performance standards relate to the vocational job preparatory program in which the student is enrolled.

05.0 DEMONSTRATE COMPETENCIES IDENTIFIED FOR A SPECIFIC PROGRAM COMPONENT

These student performance standards relate to the vocational job preparatory program in which the student is enrolled.

**OPTIONAL**

06.0 DEMONSTRATE ACQUIRED SKILLS THROUGH ON-THE-JOB TRAINING—The student will be able to:

- 06.01 Display a positive attitude toward a job
- 06.02 Demonstrate job performance skills
- 06.03 Display expected level of productivity
- 06.04 Use evaluations to improve own performance
- 06.05 Apply appropriate safety rules

## **Appendix F**

Sample Listings of Free and Low-Cost Materials  
Available from the Department of Education

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## **Sample Listing of Free and Low-Cost Resource Materials Available from the Department of Education**

**Accommodations and Modifications for Students with Disabilities in Career and Technical Education and Adult General Education** provides information about and examples of accommodations and modifications for students with disabilities to assist instructors in meeting the needs of their students.

**Career Cruiser** is a career exploration publication distributed to Florida schools to be used with eighth-grade students. The Cruiser's self assessment activities are a fun way to help students begin thinking about the relationship between personal interests and career goals. Charts display sample occupations in 16 career clusters. Occupational descriptions, average earnings, and minimum educational level required for the job are also listed.

**Career Futures™** is a career planning software that enhances self-awareness and skill development as students explore career options and make more informed choices for high school. Career Futures' hands-on activities demonstrate how interests, education, earnings, and skills relate to workplace realities.

**CHOICES** is a computerized software program that opens a world of opportunities for youth and adults with information about occupations, postsecondary schools, and financial aid for career planning. CHOICES engages students in an interactive process that builds self-knowledge, encourages them to explore occupations and schools, and helps them plan for the future.

**Preparing All Learners for Tomorrow's Work Force** is Florida's companion for the Sunshine State Standards. This document is a resource and guide for local education communities to help restructure their schools and programs. It presents broad, comprehensive concepts and ideas, grades pre-k through adult, for development of curriculum and instruction.

Please note that these materials and others are included in the Product Catalog of the Florida Department of Education, Division of Workforce Development. For a free copy of the catalog, please call (800) 342-9271.

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## **Appendix G**

Minutes from the Project Connect Meeting

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# **Project Connect**

## **Summary of Meeting with Grant Partners**

### **May 10, 2006**

On May 10, 2006, individuals involved with Project Connect grants met at the Department of Juvenile Justice, Alexander Building in the Koger Center, Tallahassee. The following individuals attended:

**Ron Goss**, Henkels & McCoy

**Donnie Read**, Twin Oaks

**Dawn Hamilton**, Brevard Workforce Board

**Lynn Smithwick**, Twin Oaks

**Paul Kendrick**, Henkels & McCoy

**Richard Williams**, Chipola Workforce Board

**Kathleen Woodring**, CLM Workforce Board

**Joni Wimmer**, DJJ

**Shellonda Rucker**, Henkels & McCoy

**Judy Meyer**, AWI

**Kathy Lake**, DJJ

**Dehryl McCall**, AWI

**Willie Cooper**, Workforce Central FL

**Duane McCall**, AWI

**Debby Tharpe**, Chipola Workforce Board

**Freida Sheffield**, WFI

**Jeff McSpaddin**, Twin Oaks

**Leslie Loveless**, Suncoast Workforce Board

**Tony Read**, Twin Oaks

**Marie Duboulay**, Suncoast Workforce Board

**Todd Harless**, Twin Oaks

**Terri Eggers**, DJJ

**Matt Guse**, DJJ

## **Overview**

Project Connect was a Workforce Investment Act (WIA) funding initiative that ran from March 2005 through June 30, 2006. It was an intervention program for one of the most at-risk youth groups—youthful offenders. The use of the word “connect” in this project had a double meaning. First, it represented the emphasis on the need to connect local youth agencies yielding a multifaceted and yet well coordinated program to assist youthful offenders. Secondly, it represented the emphasis on efforts to “connect” youthful offenders to their

futures. The strategies of the project included the improvement of the youths' transition plans; increasing the number of juvenile offenders being enrolled in WIA, with an emphasis on occupational skills training; and a reduction of recidivism. The four regions that were awarded projects were also asked to identify federal regulations or state policies or procedures that may be barriers for serving this population and to identify "best practices" that can be replicated in other parts of the state.

## **Region and Partner Program Summaries**

### **Region #3**

Richard Williams, the Executive Director of Region #3, and Donnie Read, Toni Read, and Jeff McSpaddin, the DJJ residential services provider in that region, gave an overview of the program model. It focuses primarily on occupational skills training (provided on-site through an agreement with Washington Holmes Vocational Center and partially funded with the region's formula WIA funds), basic skills and work readiness training, and extensive follow along to transition the youth back to their home community with assistance by a "continuous care liaison" funded through the Project Connect grant. A transition plan is made at the on-set of services, but starts to be actualized approximately 60-90 days prior to the youth being released back to his home community. The community action team made up of the parents, community partners, faith-based representatives, one-stop youth counselors, etc., was identified as a "best practice." It was composed by the continuous care liaison to facilitate the youth's induction back into school or into work. It was reported that one of the most successful aspects of this intervention strategy is the parental appreciation and participation.

### **Region #13**

Brevard Workforce Development Board partnered with Brevard Job Link, the Department of Juvenile Justice, Space Coast Marine Institute, and Industry partners including Carraba's, Daymon Worldwide, and The Space Coast Restaurant Association, in "Project Connect: An Intervention Program for Youthful Offenders."

There are two methods of referring youth to Project Connect in this region. Youth committed to DJJ and assessed as moderate risk offenders are referred to the Space Coast Marine Institute (SCMI), a halfway house for young males, to participate in rehabilitative services. SCMI's Case Manager works with the Project Connect Coordinator to determine interested and eligible participants for the Project Connect Program. Offender youth who do not participate in SCMI's program are referred by the court. Project Connect offers youth residing at SCMI an opportunity to participate in a well rounded educational, vocational, personal development, and employability skills training program centered on the culinary arts industry. Additionally, youth have the opportunity to earn a ServSafe

Certification, an in-kind contribution offered by SCMI. SCMI's program design focuses on student attainment of a high school diploma or GED, personal development and accountability, and relationship skills development.

Court ordered youth are referred to Project Connect to participate in basic skills assessment and educational services, employability skills training, job shadowing, career exploration in culinary arts and the following personal development skills:

- ROPES course
- *7 Habits of Highly Effective Teens*
- Pregnancy prevention
- HIV/AIDS awareness
- Work readiness (tour of services, soft skills, living wage, career planning, self-assessment)

Brevard Job Link provides employability skills training including resume development, interviewing techniques, an orientation to Brevard Job Link services available, as well as providing information and support to connect youth who transition back to another area of the state to one-stop services available to them.

## **Region #12**

Henkels & McCoy, Inc., is the contractor for this program and provides the **TechBridge™** Program at the Center for Drug Free Living's Adolescent Residential Campus (ARC) for 56 WIA-eligible participants and at their off-site facility for fourteen (14) TANF eligible participants. A collaboration of partners, referred to as CONNECTWORK, guide the services offered to the youth participants under nonfinancial agreements. The School District of Osceola County (SDOC) provides academic and vocational training to the ARC program participants and facilitates GED testing, pre-post assessment testing, and coordination of scholarships and job shadowing opportunities along with H&M. The Center for Drug Free Living ARC staff provide services, including 24-hour secure care for residential youthful offenders with comprehensive guidance and counseling services, behavioral modification strategies, citizenship skills, and they facilitate transition plans for reentry into the community. The Department of Juvenile Justice and the Juvenile Court System refer youthful offenders from both juvenile and drug court to the program as part of their probation or community control plan. Law enforcement partners serve as a referring agency to the program as well as providing guest speakers, and local area businesses offer job shadowing, internship, and possible job opportunities to successful participants in the program.

Major program components include outreach/recruitment, eligibility assessment, vocational skills training, basic skills training, work readiness/employability skills

training, counseling/case management, and delivery of WIA youth performance outcomes and follow-up.

**Region 18**

The Suncoast Workforce Board utilizes its proven model, locally known as “Project Return,” with its existing collaborative partners to continue serving youthful offenders in Sarasota county. ACS State & Local Solutions are the service provider of Project Return and provide intensive job readiness training, employment services, and career/job coaching and mentoring to WIA and TANF eligible youthful offenders.

Project Return is committed to **HEAL**, the principles of:

**Helping the community by helping disadvantaged youths and their families become self-sufficient**

**Empowering individuals to develop solutions to their problems in order to shape a positive future**

**Advocating for the individual in educational and employment settings**

**Linking individuals with employers, educators and community resources to assure a bright future**

The program begins with three weeks of work readiness skills/career exploration training, including individualized assessment of skills, interests and educational needs. This process focuses on participants developing a career path. Interactive employability skills activities use adult learning techniques.

Creative and individualized attention is given to each participant to promote a successful outcome. The schedules are flexible and modules are focused with interactive exercises. Opportunities for success are integrated into daily training activities.

Skills training, job placement, and career development assistance, along with mentoring and follow-up services for one year after job placement, promote job success and stability. It is assumed that youthful offenders will require a great deal of individual attention to promote success. This need has been provided for through every step of the program.

**Demonstration of Program Outcomes:**

Region	Enrolled	Basic Skills Training	Teen Pregnancy Prevention	Occupational Skills Training	Community Service	Entered Employment	Recidivism Rate
#3	62		16			6	
#12	69	49	44	39		10	
#13	87	61	64	61	28	17	
#18	74		65	1		48	

## Challenges:

- **Difficulty keeping up with youth** once they had returned to home community
- Difficulty **passing youth over to the one-stops** in the youth's home community
- **Referral process** for nonresidential offender youth
- **Youth accountability** at transition
- Youth **transition planning** coordination
- Youth **follow up services**

## Best Practices:

- **Sharing resources** to maximize positive outcomes.
- Established **formalized referral process** among partners.
- Quarterly **partners meetings** and **cross-agency training**.
- Partnership collaboration for **youth transition planning**: Includes all partners, youth, youth supports; recommendations and support referrals; partners work with youth to establish referral connections; plan managed by Probation Officer (if youth is released conditionally).
- **Aftercare resources/program and wrap around services** to have "hands on youth" in home community. It is vital to maintain contact for six months when most youth re-offend.
- The provision of **occupational skills training** is the best insurance that these youth will become employed and not re-offend.
- Providing a firm foundation of **employment seeking skills** instills confidence in the youth which helps them find employment.
- Juvenile offenders typically do not have reliable supports and many have multiple risk taking behaviors and/or emotional or physical impairments, so they need to **receive individualized assistance** while in custody and **pertinent referral information** for continued assistance. These youth benefit the most from having a mentor in their home community.

## Recommendations

- ✓ Support the provision of **high demand occupational skills training in all DJJ residential centers.**
- ✓ WFI/DOE/DJJ/DCF support the concept of **establishing 67 county Community Action Teams** to be initiated for youth transitioning back to home communities upon release from DJJ residential facilities with support from responsible juvenile probation officer, education provider, and the One-Stop Career Centers. Freida Sheffield, Terri Eggers, and Linda Johns should meet with Dr. Lee Clark of the DOE to talk about the Transition to Independence Project & Multiagency Service Network as essential partners.

### Core Composition could include

- Youth
  - DJJ Chief Probation Officer or designee
  - actual unopened probation officer without volunteer JPO
  - School district transition contact list (on JJEEP.org Web site)
  - SED Network &/or Transition to Independence partner
  - Optimist Club or other faith-based/community-based mentor organization
- ✓ Clarify **regional follow-up services/transfer provisions** (data management system accommodates multiple regions getting credit for services provided to DJJ youth who may ultimately become employed in another region).
  - ✓ Summarize **benefits from Project Connect** sites to date to support the need for above as well as statewide funding for juvenile justice aftercare services.
    - Best practices
    - Program outcomes and recidivism rates
    - Significance of youth aftercare services and wrap around support
    - Continuity of education
  - ✓ Request DJJ and WIA to **provide data to FETPIP** so Project Connect participants can be tracked for employment and educational outcomes.
  - ✓ Request that **DJJ document Project Connect participants' recidivism outcomes** compared with youth not served in demonstration project.
  - ✓ Support Regional Workforce Board's being provided **fiscal incentives for serving Florida's neediest youth.**



- ✓ Request number of DCF and ESE participants being served by DJJ (**potential for match funding** from Able Trust and request VR Services).
- ✓ **Train residential and probation officers** on Regional Workforce Bound and One-Stop Career Centers' services.
- ✓ **Improve youth placement into residential centers** with available programs specific to youth vocational interests, aptitudes, and training opportunities.
- ✓ **Host regional meetings** for interagency "ground-level" dialogue of "issues and opportunities."

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## **Appendix H**

### Strengthening Youth Partnership Initiative



## STRENGTHENING YOUTH PARTNERSHIP INITIATIVE

### OVERVIEW

Florida's Strengthening Youth Partnerships (SYP) initiative preceded the U.S. Department of Labor's 2004 new strategic vision for delivering youth services, a component of the Workforce Investment Act. The federal initiative is now a broad based interagency collaborative involving multiple agencies. Building on work that began in 2003, Florida's SYP initiative focuses attention on *ensuring that every young person in Florida is ready and able to pursue a meaningful job path upon exiting secondary education*. SYP has become the vehicle for Florida's response and participation in the federal initiative.

The partnership is built on an interagency model of collaborative planning, execution, and evaluation, and currently includes representatives of the following agencies and programs:

**Workforce Florida, Inc.:** First Jobs/First Wages Council  
**Agency for Workforce Innovation Regional Workforce Offices**  
**Governor's Office:** Office of Drug Control  
**Volunteer Florida**  
**Associated Industries of Florida**  
**The Able Trust**  
**Department of Children and Families:** Family Safety

**Department of Education:** Division of Community Colleges and Workforce Education; Bureau of Adult Education; Bureau of Career, Technical and Apprenticeship Programs; Division of K-12 Public Schools, Bureau of Exceptional Education and Student Services; Division of Vocational Rehabilitation; Office of Interagency Programs  
**Department of Juvenile Justice:** Educational Programs, Residential Programs  
**Department of Health:** Child & Adolescent Health

**The youth who this initiative targets include the following:**

#### Who are the students?

- Students graduating from high school who will enter the workforce
- Students who are aging out of the foster care system
- Students who are leaving or have left the juvenile justice system
- Students who leave high school before earning a diploma or GED
- Students who have been assigned to an alternative school
- Students with special needs

#### What are their characteristics?

*These students are often unprepared for work in terms of skills, behaviors, and attitudes:*

- have lower FCAT scores
- are below grade level
- are highly mobile and often lack the family supports that help youth transition to adulthood
- often have significant learning disabilities and behavior problems
- usually have skills that qualify them only for low wage jobs
- are more likely to enter the criminal justice system
- have few vocational skills, including the "soft" skills like working under supervision and with a team
- often have limited opportunities for postsecondary education

#### What does the SYP intend to do?

- Educate state and local agency staff about business expectations, the critical importance of youth acquiring occupational skills in the current economy, and the available programs and resources to develop Florida's future workforce
- Support a state organizational structure that will use collaborative interagency planning, resource alignment, implementation, and outcome evaluation for the

purpose of more effectively preparing youth for employment and transition to adulthood

- Support a state policy framework for assuring that the most at-risk youth become engaged in activities that will enhance personal and community economic development
- Untangle agency policies that work at cross-purposes
- Identify incentives for business investment
- Help schools see the possible linkages between the mission of Workforce Boards and the re-tooling of secondary schooling through the A++ Plan

## **Appendix I**

### One-Stop Career Centers

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Region	Counties	One-Stop Locations	Jobseeker Services Information	Employer and Business Services Information	General Phone and Fax Numbers	Level of Services*	Last Update
1	Escambia, Santa Rosa	<b>Escarosa Career Center-Century</b> 7600 Mayo Street Century, FL 32535	(850) 256-6250 <b>(TDD) 711</b>	(850) 256-6250	(850) 256-6250 <b>(Fax)</b> (850) 256-6255	One-Stop Center— Satellite	9/1/06
1	Escambia, Santa Rosa	<b>Escarosa Career Center-Milton</b> 6570 Caroline Street Milton, FL 32570-4778	(850) 983-5325 <b>(TDD) 711</b>	(850) 983-5325 x104	(850) 983-5325 <b>(Fax)</b> (850) 983-5330	One-Stop Center— Full Service	9/1/06
1	Escambia, Santa Rosa	<b>Escarosa Career Center-Pensacola</b> 3670-A North L Street Pensacola, FL 32505-5217	(850) 595-5200 <b>(TDD) 711</b>	(850) 595-5200 x110	(850) 595-5200 <b>(Fax)</b> (850) 473-0935	One-Stop Center— Full Service	9/1/06
2	Okaloosa, Walton	<b>JobsPlus One-Stop Career Center</b> 409 N.E. Racetrack Road Ft. Walton Beach, FL 32547-2503	(850) 833-7587 <b>(TDD) 711</b>	(850) 833-7587 x213	(850) 833-7587 <b>(Fax)</b> (850) 833-3924	One-Stop Center— Full Service	9/1/06
2	Okaloosa, Walton	<b>JobsPlus One-Stop Career Center</b> 212 North Wilson Street Crestview, FL 32536	(850) 689-7823 <b>(TDD) 711</b>	(850) 689-7823 x213	(850) 689-7823 <b>(Fax)</b> (850) 689-7825	One-Stop Center— Full Service	9/1/06

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2	Okaloosa, Walton	<b>JobsPlus One-Stop Career Center</b> 171 North 9th Street DeFuniak Springs, FL 32433	(850) 892-8668 <b>(TDD) 711</b>	(850) 892-8668 x213	(850) 892-8668 <b>(Fax)</b> (850) 951-9807	One-Stop Center— Full Service	9/1/06
3	Calhoun, Holmes, Jackson, Liberty, Washington	<b>(Blountstown) One-Stop Career Center</b> 16908 Northeast Pear Street, Suite 2 Blountstown, FL 32424	(850) 674-5088 <b>(TDD) 711</b>	(850) 718-0326 x140	(850) 674-5088 <b>(Fax)</b> (850) 674-1267	One-Stop Center— Full Service	9/1/06
3	Calhoun, Holmes, Jackson, Liberty, Washington	<b>(Chipley) One-Stop Career Center</b> 680 Second Street Chipley, FL 32428	(850) 638-6089 <b>(TDD) 711</b>	(850) 638-6089	(850) 638-6089 <b>(Fax)</b> (850) 638-6093	One-Stop Center— Full Service	9/1/06
3	Calhoun, Holmes, Jackson, Liberty, Washington	<b>(Marianna) One-Stop Career Center</b> 4636 Highway 90 East, Suite E Marianna, FL 32446	(850) 718-0326 <b>(TDD) 711</b>	(850) 718-0326	(850) 718-0326 <b>(Fax)</b> (850) 718-0334	One-Stop Center— Full Service	9/1/06
4	Bay, Franklin, Gulf	<b>Workforce Center— Panama City</b> 625 Highway 231 Mariner Plaza Panama City, FL 32405	(850) 872-4340 x100 <b>(TDD) 1-800-955-8771</b>	(850) 872-4340 x112 (800) 955-8771	(850) 872-4340 x100 <b>(Fax)</b> (850) 872-4346	One-Stop Center— Full Service	9/1/06
5	Gadsden, Leon, Wakulla	<b>Big Bend Workforce Center, Gadsden</b> 1140 W. Clark Street Quincy, FL 32351	(850) 875-4040 <b>(TDD) 711</b>	(850) 413-0315	(850) 875-4040 <b>(Fax)</b> (850) 875-3324	One-Stop Center— Full Service	9/1/06

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5	Gadsden, Leon, Wakulla	<b>Big Bend Workforce Center, Leon</b> 2525 South Monroe St., Ste. 3-A Town South Plaza, Tallahassee, FL 32301	(850) 922-0023 <b>(TDD) 711</b>	(850) 413-0315	(850) 922-0023 <b>(Fax)</b> (850) 487-1505	One-Stop Center— Full Service	9/1/06
5	Gadsden, Leon, Wakulla	<b>Big Bend Workforce Center, Wakulla</b> 3278 Crawfordville Highway, Unit G Crawfordville, FL 32327	(850) 926-0980 <b>(TDD) 711</b>	(850) 413-0315	(850) 926-0980 <b>(Fax)</b> (850) 926-0984	One-Stop Center— Full Service	9/1/06
6	Hamilton, Jefferson, Lafayette, Madison, Suwannee, Taylor	<b>Employment Connections —Madison</b> 200 West Base Street, Second Floor Madison, FL 32340	(850) 973-9675 <b>(TDD) 711</b>	(850) 973-9675	(850) 973-9675 <b>(Fax)</b> (850) 973-9757	One-Stop Center— Full Service	9/1/06
6	Hamilton, Jefferson, Lafayette, Madison, Suwannee, Taylor	<b>Employment Connections —Suwannee County</b> 1416 North Ohio Avenue Live Oak, FL 32060	(386) 364-7952 <b>(TDD) 711</b>	(877) 827-0647	(386) 364-7952 (877) 827-0647 <b>(Fax)</b> (386) 364-7957	One-Stop Center— Full Service	9/1/06
6	Hamilton, Jefferson, Lafayette, Madison, Suwannee, Taylor	<b>Employment Connections —Taylor</b> 1702 South Jefferson Street Perry, FL 32348	(850) 584-7604 <b>(TDD) 711</b>	(888) 752-8409	(850) 584-7604 (888) 752-8409 <b>(Fax)</b> (850) 584-6238	One-Stop Center— Full Service	9/1/06

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7	Columbia, Dixie, Gilchrist, Union	<b>Florida Crown Workforce Career Center</b> 971 West Duval Street, Suite 101 Crown Professional Complex Lake City, FL 32055	(386) 755-9026 <b>(TDD) 711</b>	(386) 755-9026	(386) 755-9026 <b>(Fax)</b> (386) 754-1262	One-Stop Center— Full Service	9/1/06
7	Columbia, Dixie, Gilchrist, Union	<b>Florida Crown Workforce Career Center</b> 25815 Southeast Highway 19, Unit 1 Post Office Box 567 Old Town, FL 32680	(352) 542-3373 <b>(TDD) 711</b>	(386) 755-9026 x3109	(352) 542-3373 <b>(Fax)</b> (352) 542-7559	One-Stop Center— Full Service	9/1/06
8	Baker, Clay, Duval, Nassau, Putnam, St. Johns	<b>Gateway Jacksonville WorkSource Career Services</b> 5000-2 Norwood Avenue Jacksonville, FL 32208	(888) 702-4396 <b>(TDD) 711</b>	(904) 798-9229 x2216	(904) 924-1710 <b>(Fax)</b> (904) 924-1725	One-Stop Center— Full Service	9/1/06
8	Baker, Clay, Duval, Nassau, Putnam, St. Johns	<b>Southside Jacksonville WorkSource Career Services</b> 11000 Beach Blvd., Suite 1 Jacksonville, FL 32246	(888) 702-4396 <b>(TDD) 711</b>	(904) 798-9229 x2216	(904) 997-3100 <b>(Fax)</b> (904) 996-1818	One-Stop Center— Full Service	9/1/06

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8	Baker, Clay, Duval, Nassau, Putnam, St. Johns	<b>WorkSource Career Services</b> 525 State Road 16 St. Augustine, FL 32084-3840	(888) 702-4396 <b>(TDD) 711</b>	(904) 798-9229 x2216	(904) 819-0231 <b>(Fax)</b> (904) 819-1993	One-Stop Center— Full Service	9/1/06
8	Baker, Clay, Duval, Nassau, Putnam, St. Johns	<b>WorkSource Career Services</b> 400 State Road 19 N., (Palatka Mall), Suite 300 Palatka, FL 32177	(888) 702-4396 <b>(TDD) 711</b>	(904) 798-9229 x2216	(386) 329-3724 <b>(Fax)</b> (386) 329-3709	One-Stop Center— Full Service	9/1/06
8	Baker, Clay, Duval, Nassau, Putnam, St. Johns	<b>WorkSource Career Services</b> 1845 Town Center Boulevard Suite 150 Orange Park, FL 32003	(888) 702-4396 <b>(TDD) 711</b>	(904) 798-9229 x2216	(904) 213-3888 <b>(Fax)</b> (904) 278-5696	One-Stop Center— Full Service	9/1/06
8	Baker, Clay, Duval, Nassau, Putnam, St. Johns	<b>WorkSource Career Services</b> 96042 Lofton Square Court Yulee, FL 32097	(888) 702-4396 <b>(TDD) 711</b>	(904) 798-9229 x2216	(904) 432-0009 <b>(Fax)</b> (904) 277-7219	One-Stop Center— Full Service	9/1/06
8	Baker, Clay, Duval, Nassau, Putnam, St. Johns	<b>WorkSource Career Services</b> 1184 South 6th Street Macclenny, FL 32063	(888) 702-4396 <b>(TDD) 711</b>	(904) 798-9229 x2216	(904) 259-9309 <b>(Fax)</b> (904) 259-7702	One-Stop Center— Satellite	9/1/06
9	Alachua, Bradford	<b>Alachua— Bradford Career Center</b> 4800 SW 13th Street Gainesville, FL 32608	(352) 955-2245 <b>(TDD) 711</b>	(352) 955-2245	(352) 955-2245 <b>(Fax)</b> (352) 955-2332	One-Stop Center— Full Service	9/1/06

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9	Alachua, Bradford	<b>Bradford Career Center</b> 609 N. Orange Street, Room 09-19 Starke, FL 32091	(904) 964-8092 x100 <b>(TDD) 711</b>	(904) 964-8092 x109	(904) 964-8092 x100 <b>(Fax)</b> (904) 964-3969	One-Stop Center— Full Service	9/1/06
9	Alachua, Bradford	<b>Santa Fe Community College</b> 3000 N.W. 83rd St., Bldg. R, Room 227 Gainesville, FL 32606	(352) 395-5641 <b>(TDD) 711</b>	(352) 955-2245 x108	(352) 395-5641 <b>(Fax)</b> (352) 395-5980	One-Stop Center— Satellite	9/1/06
10	Citrus, Levy, Marion	<b>One-Stop Workforce Connection</b> 2703 NE 14th Street Ocala, FL 34470	(352) 840-5700 <b>(TDD) 711</b>	(352) 873-7950 x1129 (800) 746-9950	(352) 840-5700 (800) 434-5627 <b>(Fax)</b> (352) 840-5712	One-Stop Center— Full Service	9/1/06
10	Citrus, Levy, Marion	<b>One-Stop Workforce Connection</b> 9030 N.E. Highway 27 A Bronson, FL 32621	(352) 486-5580 <b>(TDD) 711</b>	(352) 873-7950 (800) 746-9950	(352) 486-5580 (800) 434-5627 <b>(Fax)</b> (352) 486-5585	One-Stop Center— Full Service	9/1/06
10	Citrus, Levy, Marion	<b>One-Stop Workforce Connection</b> 1107 East Inverness Boulevard Inverness, FL 34452	(352) 637-2223 <b>(TDD) 711</b>	(800) 434-5627 (800) 746-9950	(352) 637-2223 (800) 434-5627 <b>(Fax)</b> (352) 341-0033	One-Stop Center— Full Service	9/1/06
11	Flagler, Volusia	<b>Daytona Beach One-Stop Career Center</b> 359 Bill France Boulevard Daytona Beach, FL 32114	(386) 323-7001 <b>(TDD) (386) 323-7070</b>	(386) 323-7008	(386) 323-7001 <b>(Fax)</b> (386) 323-7055	One-Stop Center— Full Service	9/1/06

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11	Flagler, Volusia	<b>DeLand One-Stop Career Center</b> 1382 South Woodland Blvd. DeLand, FL 32720	(386) 740-3232 <b>(TDD)</b> (386) 740-6960 <b>(TDD2)</b> (386) 740-3260	(386) 740-3260 (386) 740-6960	(386) 740-3232 <b>(Fax)</b> (386) 740-3244	One-Stop Center— Full Service	9/1/06
11	Flagler, Volusia	<b>Flagler One-Stop Career Center</b> 3000 Palm Coast Parkway, Room 116 Palm Coast, FL 32137	(386) 447-1545 <b>(TDD) 711</b>	(386) 323-7008	(386) 447-1545 <b>(Fax)</b> (386) 447-1548	One-Stop Center— Satellite	9/1/06
12	Lake, Orange, Osceola, Seminole, Sumter	<b>Lake/Sumter One-Stop Career Center</b> 1411 South 14th Street Southside Shopping Center Leesburg, FL 34748	(352) 360-6280 <b>(TDD) 711</b>	(407) 531-1200 (800) 757-4598	(352) 360-6280 <b>(Fax)</b> (352) 315-8917 <b>(Fax)</b> (352) 360-6505	One-Stop Center— Full Service	9/1/06
12	Lake, Orange, Osceola, Seminole, Sumter	<b>Orange County One-Stop Career Center</b> 5166 East Colonial Drive Orlando, FL 32803	(407) 531-1227 <b>(TDD) 711</b>	(407) 531-1200	(407) 531-1227 <b>(Fax)</b> (407) 893-3630	One-Stop Center— Full Service	9/1/06
12	Lake, Orange, Osceola, Seminole, Sumter	<b>Osceola One-Stop Career Center</b> 1392 East Vine Street Kissimmee, FL 34744	(407) 705-1555 <b>(TDD) 711</b>	(407) 531-1200	(407) 705-1555 (407) 705-1555 <b>(Fax)</b> (407) 705-5745	One-Stop Center— Full Service	9/1/06

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12	Lake, Orange, Osceola, Seminole, Sumter	<b>Seminole County One-Stop Career Center</b> 1097 Sand Pond Road Suite 1001 Lake Mary, FL 32746	(407) 531-1225 <b>(TDD) 711</b>	(407) 531-1200	(407) 531-1225 <b>(Fax)</b> (407) 805-8039	One-Stop Center— Full Service	9/1/06
12	Lake, Orange, Osceola, Seminole, Sumter	<b>Workforce Express</b> 5362 Silver Star Road Orlando, FL 32808	(407) 531-1226 <b>(TDD) 711</b>	(407) 531-1200	(407) 531-1226 <b>(Fax)</b> (407) 297-2051	One-Stop Center— Satellite	9/1/06
13	Brevard	<b>Brevard Bay Job Link— Palm Bay</b> Country Club Plaza 5275 Babcock Street Northeast Suite 8B Palm Bay, FL 32905	(321) 394-0701 <b>(TDD)</b> (321) 409-6272	(321) 504-7600	(321) 504-7600 (321) 504-7600 <b>(Fax)</b> (321) 984-4994	One-Stop Center— Full Service	9/1/06
13	Brevard	<b>Brevard Job Link-Cocoa</b> 801 Dixon Boulevard Suite 1100, Byrd Plaza Cocoa, FL 32922	(321) 394-0702 <b>(TDD)</b> (321) 634-6242	(321) 504-7600	(321) 504-7600 (321) 504-7600 <b>(Fax)</b> (321) 394-0673	One-Stop Center— Full Service	9/1/06
13	Brevard	<b>Brevard Job Link-Titusville</b> 3550 S. Washington Ave., Suite 26 Sears Town Plaza Titusville, FL 32780	(321) 394-0703 <b>(TDD)</b> (321) 385-4317	(321) 504-7600	(321) 504-7600 (321) 504-7600 <b>(Fax)</b> (321) 385-4343 <b>(Fax)</b> (321) 385-4343	One-Stop Center— Full Service	9/1/06



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14	Pinellas	<b>Clearwater (Barry Street)</b> 1510 Barry Street Clearwater, FL 33756	(727) 524-4344 <b>(TDD) 711</b>	(727) 524-4344	(727) 324-2520 <b>(Fax)</b> (727) 324-2526	One-Stop Center—Satellite	9/1/06
14	Pinellas	<b>Gulf-to-Bay One-Stop</b> 2312 Gulf-to-Bay Boulevard Clearwater, FL 33765	(727) 524-4344 <b>(TDD) 711</b>	(727) 791-5820	(727) 524-4344 <b>(Fax)</b> (727) 791-5891	One-Stop Center—Satellite	9/1/06
14	Pinellas	<b>St. Petersburg 49th Street One-Stop Center</b> 4140 49th Street North St. Petersburg, FL 33709	(727) 524-4344 <b>(TDD) 711</b>	(727) 524-4344	(727) 524-4344 <b>(Fax)</b> (727) 328-3394	One-Stop Center—Full Service	9/1/06
14	Pinellas	<b>St. Petersburg All State One-Stop Center</b> 3200 34th Street South St. Petersburg, FL 33711	(727) 524-4344 <b>(TDD) 711</b>	(727) 524-4344	(727) 524-4344 <b>(Fax)</b> (727) 864-5478	One-Stop Center—Satellite	9/1/06
14	Pinellas	<b>St. Petersburg College Campus</b> 2465 Drew Street Clearwater, FL 33765	(727) 524-4344 <b>(TDD) 711</b>	(727) 524-4344	(727) 524-4344 (727) 524-4344 <b>(Fax)</b> (727) 791-5891	One-Stop Center—Satellite	9/1/06
14	Pinellas	<b>St. Petersburg College Campus (Seminole)</b> 9200 113th Street North Seminole, FL 33772	(727) 524-4344 <b>(TDD) 711</b>	(727) 524-4344	(727) 524-4344 (727) 524-4344 <b>(Fax)</b> (727) 394-6358	One-Stop Center—Satellite	9/1/06

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14	Pinellas	<b>St. Petersburg College Gibbs Campus</b> 6605 5th Avenue North St. Petersburg, FL 33710	(727) 524-4344 (727) 524-4344 (TDD) 711	(727) 524-4344	(Fax) (727) 341-4671	One-Stop Center—Satellite	9/1/06
14	Pinellas	<b>St. Petersburg College Midtown One-Stop Center</b> 1048 22nd Street South St. Petersburg, FL 33712	(727) 524-4344 (TDD) 711	(727) 524-4344	(727) 324-2988 (Fax) (727) 324-2995	One-Stop Center—Satellite	9/1/06
14	Pinellas	<b>Tarpon Springs One-Stop Center</b> 38500 U.S. Highway 19 North Palm Harbor, FL 34683	(727) 524-4344 (TDD) 711	(727) 324-2875	(727) 524-4344 (Fax) (727) 324-2855 (Fax) (727) 324-2854	One-Stop Center—Satellite	9/1/06
14	Pinellas	<b>WorkNet One-Stop Center (St. Petersburg Business Services)</b> 624 1st Avenue South St. Petersburg, FL 33701	(727) 524-4344	(727) 328-3312	(727) 524-4344 (Fax) (727) 329-1490	One-Stop Center—Satellite	9/1/06
14	Pinellas	<b>Worknet Pinellas at Union Academy Family Center</b> 401 East Martin Luther King Jr. Drive Tarpon Springs, FL 34689	(727) 524-4344 (TDD) 711	(727) 324-2875	(727) 943-4756 (727) 524-4344 (Fax) (727) 943-4758	One-Stop Center—Satellite	9/1/06

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15	Hillsborough	<b>WorkForce Brandon Center, Brandon</b> 9350 Bay Plaza Boulevard, Suite 125 Tampa, FL 33619	(813) 930-7832 <b>(TDD) 711</b>	(813) 930-7815	(813) 930-7832 <b>(Fax)</b> (813) 740-4222 <b>(Fax)</b> (813) 740-4207	One-Stop Center— Full Service	9/1/06
15	Hillsborough	<b>WorkForce Plant City Center, Plant City</b> 2001 E. Cherry Street Plant City, FL 33563	(813) 930-7880 <b>(TDD) 711</b>	(813) 930-7880	(813) 930-7880 <b>(Fax)</b> (813) 757-9012	One-Stop Center— Full Service	9/1/06
15	Hillsborough	<b>WorkForce South Shore Center, South Shore</b> 5950 Frond Way Apollo Beach, FL 33572	(813) 930-7600 <b>(TDD) 711</b>	(813) 930-7600	(813) 930-7600 <b>(Fax)</b> (813) 671-5017	One-Stop Center— Full Service	9/1/06
15	Hillsborough	<b>WorkForce Tampa Center North Tampa</b> 9215 North Florida Ave., Ste. 101 Tampa, FL 33566	(813) 930-7400 <b>(TDD) 711</b>	(813) 930-7570	(813) 930-7400 <b>(Fax)</b> (813) 930-7486	One-Stop Center— Full Service	9/1/06
16	Hernando, Pasco	<b>Career Central</b> 4440 Grand Boulevard Trouble Creek Square New Port Richey, FL 34652	(727) 816-1714 <b>(TDD) 711</b>	(352) 666-5700 x280	(727) 816-1714 <b>(Fax)</b> (727) 816-1753 <b>(Fax)</b> (727) 816-1752	One-Stop Center— Full Service	9/1/06

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16	Hernando, Pasco	<b>Career Central</b> 6038 Gall Boulevard Zephyrhills, FL 33542	(813) 780-0111 <b>(TDD) 711</b>	(813) 780-0111	(813) 780-0111 <b>(Fax)</b> (813) 780-0116	One-Stop Center— Full Service	9/1/06
16	Hernando, Pasco	<b>Career Central Hernando</b> 7361 Forest Oaks Boulevard Spring Hill, FL 34606	(352) 666-5700 <b>(TDD) 711</b>	(352) 666-5700 x280	(352) 666-5700 <b>(Fax)</b> (352) 666-5714	One-Stop Center— Full Service	9/1/06
17	Polk	<b>Polk Works (Lakeland) One-Stop Center</b> 936 E. Parker Street Lakeland, FL 33801	(863) 683-5627 <b>(TDD) 711</b>	(863) 683-5627 x103	(863) 683-5627 <b>(Fax)</b> (863) 904-2909	One-Stop Center— Full Service	9/1/06
17	Polk	<b>Polk Works (Winter Haven) One-Stop Center</b> 500 E. Lake Howard Drive Winter Haven, FL 33881-3135	(863) 508-1100 <b>(TDD) 711</b>	(863) 508-1100 x305343	(863) 508-1100 <b>(Fax)</b> (863) 508-1110	One-Stop Center— Full Service	9/1/06
18	Manatee, Sarasota	<b>Jobs ETC</b> 1112 Manatee Avenue East Bradenton, FL 34208	(941) 714-7449 <b>(TDD) 800-304-9219</b>	(941) 714-7449 x104	(941) 714-7449 <b>(Fax)</b> (941) 714-7458	One-Stop Center— Full Service	9/1/06
18	Manatee, Sarasota	<b>Jobs ETC</b> 897 East Venice Ave. Venice, FL 34292	(941) 486-2682 <b>(TDD) 800-304-9219</b>	(941) 486-2682 x117	(941) 486-2682 <b>(Fax)</b> (941) 486-3098	One-Stop Center— Full Service	9/1/06
18	Manatee, Sarasota	<b>Jobs ETC</b> 3660 N. Washington Blvd. Sarasota, FL 34234	(941) 358-4200 <b>(TDD) 800-304-9219</b>	(941) 358-4200 x147	(941) 358-4200 <b>(Fax)</b> (941) 358-2820	One-Stop Center— Full Service	9/1/06

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19	DeSoto, Hardee, Highlands	<b>Heartland Workforce, DeSoto One-Stop Career Center</b> 2160 Northeast Roan Avenue Arcadia, FL 34266	(863) 993-1008 <b>(TDD) 711</b>	(863) 993-1008	(863) 993-1008 <b>(Fax)</b> (863) 993-1046 <b>(Fax)</b> (863) 993-4786	One-Stop Center—Satellite	9/1/06
19	DeSoto, Hardee, Highlands	<b>Heartland Workforce, Hardee One-Stop Career Center</b> 1016 S. 6th Avenue Wauchula, FL 33870	(863) 773-3474 <b>(TDD) 711</b>	(863) 773-3474 x225	(863) 773-3474 <b>(Fax)</b> (863) 773-3949	One-Stop Center—Full Service	9/1/06
19	DeSoto, Hardee, Highlands	<b>Heartland Workforce, Highlands One-Stop Career Center</b> 2730 US 27 North Sebring, FL 33870	(863) 385-3672 <b>(TDD) 711</b>	(863) 385-3672 x229	(863) 385-3672 <b>(Fax)</b> (863) 382-4325 <b>(Fax)</b> (863) 382-4237	One-Stop Center—Full Service	9/1/06
20	Indian River, Martin, Okeechobee, St. Lucie	<b>Fort Pierce One-Stop Career Center</b> 2415 S. 29th Street Fort Pierce, FL 34981	(772) 462-6100 <b>(TDD) 711</b>	(772) 462-6136	(772) 462-6100 <b>(Fax)</b> (772) 462-6168	One-Stop Center—Full Service	9/1/06
20	Indian River, Martin, Okeechobee, St. Lucie	<b>Okeechobee One-Stop Career Center</b> 209 SW Park Street Okeechobee, FL 34974	(863) 462-5350 <b>(TDD) 711</b>	(863) 462-5350	(863) 462-5350 <b>(Fax)</b> (863) 462-5355	One-Stop Center—Full Service	9/1/06

Region	Counties	One-Stop Locations	Jobseeker Services Information	Employer and Business Services Information	General Phone and Fax Numbers	Level of Services*	Last Update
20	Indian River, Martin, Okeechobee, St. Lucie	<b>Stuart One-Stop Career Center</b> 900 S. E. Central Parkway Stuart, FL 34994	(772) 223-2653 <b>(TDD) 711</b>	(772) 223-2653 x225	(772) 223-2653 <b>(Fax)</b> (772) 283-5041 <b>(Fax)</b> (772) 221-4080	One-Stop Center— Full Service	9/1/06
20	Indian River, Martin, Okeechobee, St. Lucie	<b>Vero Beach One-Stop Career Center</b> 1404 Old Dixie Highway Vero Beach, FL 32960	(772) 569-0355 <b>(TDD) 711</b>	(772) 569-0355	(772) 569-0355	One-Stop Center— Full Service	9/1/06
21	Palm Beach	<b>Central Career Center</b> 1951 North Military Trail, Suite D West Palm Beach, FL 33409	(561) 340-1060	(800) 556-5627	(561) 340-1060 <b>(Fax)</b> (561) 340-1057	One-Stop Center— Full Service	9/1/06
21	Palm Beach	<b>South Career Center</b> 901 North Congress Avenue, Suite C-201 Boynton Beach, FL 33426	(561) 853-0181	(800) 556-5627	(561) 853-0181 <b>(Fax)</b> (561) 853-0183	One-Stop Center— Full Service	9/1/06
21	Palm Beach	<b>West Career Center</b> 1085 South Main Street Belle Glade, FL 33430-7106	(561) 829-2040 <b>(TDD) 711</b>	(800) 556-5627	(561) 829-2040 <b>(Fax)</b> (561) 829-2041	One-Stop Center— Full Service	9/1/06
22	Broward	<b>Industry Based Training</b> 2530 West Oakland Park Boulevard Ft. Lauderdale, FL 33311	(954) 201-8055 <b>(TDD) 711</b>	(954) 677-5627	(954) 201-8055 <b>(Fax)</b> (954) 201-8056	One-Stop Center— Satellite	9/1/06

Region	Counties	One-Stop Locations	Jobseeker Services Information	Employer and Business Services Information	General Phone and Fax Numbers	Level of Services*	Last Update
22	Broward	<b>WorkForce One</b> 7550 Davie Road Extension Hollywood, FL 33024	(954) 967-1010 <b>(TDD) 711</b>	(954) 677-5627	(954) 967-1010 <b>(Fax)</b> (954) 893-5030	One-Stop Center— Full Service	9/1/06
22	Broward	<b>WorkForce One Central</b> 2610 West Oakland Park Boulevard. Ft. Lauderdale, FL 33311-1347	(954) 677-5555 <b>(TDD) 711</b>	(954) 677-5627	(954) 677-5555 <b>(Fax)</b> (954) 497-3331	One-Stop Center— Full Service	9/1/06
22	Broward	<b>WorkForce One North</b> 2301 W. Sample Road Building 4, Suite7A Pompano Beach, FL 33073	(954) 969-3541 <b>(TDD) 711</b>	(954) 677-5627	(954) 969-3541 <b>(Fax)</b> (954) 969-3550	One-Stop Center— Full Service	9/1/06
23	Miami-Dade, Monroe	<b>Carol City One-Stop Career Center</b> 4690 NW 183rd Street Miami, FL 33055	(305) 620-8012 <b>(TDD) (305) 623-3501</b>	(305) 620-8012 x256	(305) 620-8012 <b>(Fax)</b> (305) 620-9813	One-Stop Center— Full Service	9/1/06
23	Miami-Dade, Monroe	<b>Hialeah Downtown One-Stop Career Center</b> 240 East 1st Avenue, Suite 208 Hialeah, FL 33010	(305) 883-6925 <b>(TDD)</b> (305) 805-5191	(305) 883-8070	(305) 883-6925 <b>(Fax)</b> (305) 883-6910	One-Stop Center— Full Service	9/1/06

Region	Counties	One-Stop Locations	Jobseeker Services Information	Employer and Business Services Information	General Phone and Fax Numbers	Level of Services*	Last Update
23	Miami-Dade, Monroe	<b>Hialeah Gardens One-Stop Career Center</b> 2750 W. 68th Street, Suite 232 Hialeah, FL 33016	(305) 826-4011 <b>(TDD)</b> (305) 364-3182	(305) 826-4011 x224	(305) 826-4011 <b>(Fax)</b> (305) 826-8022	One-Stop Center— Full Service	9/1/06
23	Miami-Dade, Monroe	<b>Homestead One-Stop Career Center</b> 140 NE 8 Street Homestead, FL 33030	(305) 242-5373 <b>(TDD)</b> (305) 242-2548	(305) 242-5373 x271	(305) 242-5373 <b>(Fax)</b> (305) 242-2437	One-Stop Center— Full Service	9/1/06
23	Miami-Dade, Monroe	<b>Key Largo One-Stop Career Center</b> 103400 Overseas Highway Suite 239 Key Largo, FL 33037	(305) 853-3540 <b>(TDD)</b> (305) 453-1259	(305) 853-3540	(305) 853-3540 <b>(Fax)</b> (305) 853-3543	One-Stop Center— Full Service	9/1/06
23	Miami-Dade, Monroe	<b>Key West One-Stop Career Center</b> 1111 12th Street - Suite 312 Key West, FL 33040	(305) 292-6762 <b>(TDD)</b> (305) 292-6899	(305) 292-6762	(305) 292-6762 <b>(Fax)</b> (305) 292-6891	One-Stop Center— Full Service	9/1/06
23	Miami-Dade, Monroe	<b>Little Havana One-Stop Career Center</b> 701 SW 27th Avenue Miami, FL 33135	(305) 643-3300 <b>(TDD)</b> (305) 643-7231	(305) 643-3300 x332	(305) 643-3300 <b>(Fax)</b> (305) 643-7240	One-Stop Center— Full Service	9/1/06



Region	Counties	One-Stop Locations	Jobseeker Services Information	Employer and Business Services Information	General Phone and Fax Numbers	Level of Services*	Last Update
23	Miami-Dade, Monroe	<b>Miami Downtown One-Stop Career Center</b> 3050 Biscayne Boulevard Fourth Floor Miami, FL 33137	(305) 573-7301 <b>(TDD)</b> (305) 571-4306	(305) 573-7301 x123	(305) 573-7301 <b>(Fax)</b> (305) 573-4916	One-Stop Center— Full Service	9/1/06
23	Miami-Dade, Monroe	<b>Miami Beach One-Stop Career Center</b> 833 6th Street, 2nd Floor Miami Beach, FL 33139	(305) 532-5350 <b>(TDD)</b> (305) 535-5406	(305) 532-5350	(305) 532-5350 <b>(Fax)</b> (305) 532-9307	One-Stop Center— Full Service	9/1/06
23	Miami-Dade, Monroe	<b>North Miami Beach One-Stop Career Center</b> 633 NE 167th Street, Suite 200 North Miami Beach, FL 33162	(305) 654-7175 <b>(TDD)</b> (305) 650-2329	(305) 654-7175 x225	(305) 654-7175 <b>(Fax)</b> (305) 654-7188	One-Stop Center— Full Service	9/1/06
23	Miami-Dade, Monroe	<b>Northside One-Stop Career Center</b> 7900 NW 27th Ave, Suite 200 Miami, FL 33147	(305) 693-2060 <b>(TDD)</b> (305) 693-2079	(305) 693-2060 x5207	(305) 693-2060 <b>(Fax)</b> (305) 693-2071	One-Stop Center— Full Service	9/1/06
23	Miami-Dade, Monroe	<b>Perrine One-Stop Career Center</b> 9555 SW 175 Terrace Miami, FL 33157	(305) 252-4440 <b>(TDD)</b> (305) 234-2232	(305) 252-4440	(305) 252-4440 <b>(Fax)</b> (305) 278-1066	One-Stop Center— Full Service	9/1/06
23	Miami-Dade, Monroe	<b>West Dade One-Stop Career Center</b> 2700 SW 97th Avenue Miami, FL 33165	(305) 228-2300 <b>(TDD)</b> (305) 220-7505	(305) 228-2300	(305) 228-2300 <b>(Fax)</b> (305) 228-2321	One-Stop Center— Full Service	9/1/06

Region	Counties	One-Stop Locations	Jobseeker Services Information	Employer and Business Services Information	General Phone and Fax Numbers	Level of Services*	Last Update
24	Charlotte, Collier, Glades, Hendry, Lee	<b>Career and Service Centers of Southwest Florida</b> 19500 Toledo Blade Boulevard Port Charlotte, FL 33948-2090	(941) 235-5900 (800) 955-8771 <b>(TDD) 711</b>	(941) 235-5900 x13232 (866) 294-4473 x13232	(941) 235-5900 (800) 955-8771 <b>(Fax)</b> (941) 235-5912	One-Stop Center— Full Service	9/1/06
24	Charlotte, Collier, Glades, Hendry, Lee	<b>Career and Service Centers of Southwest Florida</b> 4150 Ford Street Extension Ft. Myers, FL 33916	(239) 931-8200 x11164 (800) 955-8771 <b>(TDD) 711</b>	(239) 931-8200 x11194 (866) 294-4473	(239) 225-2500 (800)955-8771 <b>(Fax)</b> (239) 225-2559	One-Stop Center— Full Service	9/1/06
24	Charlotte, Collier, Glades, Hendry, Lee	<b>Career and Service Centers of Southwest Florida</b> 215 Airport/Pulling Road North, Suite 1 Naples, FL 34104	(239) 436-4301 (800) 955-8771 <b>(TDD) 711</b>	(239) 436-4301 x12158 (866) 294-4473	(239) 436-4301 (800) 955-8771 <b>(Fax)</b> (239) 436-4340	One-Stop Center— Full Service	9/1/06
24	Charlotte, Collier, Glades, Hendry, Lee	<b>Career and Service Centers of Southwest Florida</b> 750 South 5th Street Immokalee, FL 34142	(239) 658-3300 (800)955-8771 <b>(TDD) 711</b>	(239) 658-3338 (866)294-4473	(239) 658-3300 (800) 955-8771 <b>(Fax)</b> (239) 658-3359	One-Stop Center— Full Service	9/1/06

Region	Counties	One-Stop Locations	Jobseeker Services Information	Employer and Business Services Information	General Phone and Fax Numbers	Level of Services*	Last Update
24	Charlotte, Collier, Glades, Hendry, Lee	<b>Career and Service Centers of Southwest Florida</b> 215 South Francisco Street Clewiston, FL 33440	(863) 983-6138 (800) 955-8771 <b>(TDD) 711</b>	(863) 983-6138 (866) 294-4473	(863) 983-6138 (800) 955-8771 <b>(Fax)</b> (863) 983-7118	One-Stop Center— Full Service	9/1/06

\*Full Service — Access to all employment and training services.

\*Satellite — Access to limited employment and training services.

Office hours for each center may vary, please call before visiting.

Information was obtained from Agency for Workforce Innovation's Web site located at <http://www.floridajobs.org/onestop/onestopdir/OneStopDirList.asp>.

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## **Appendix J**

Jobs Online

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## Jobs Online

### Labor Market Information

**Florida Agency for Workforce  
Innovation Labor Market  
Statistics**

[www.labormarketinfo.com](http://www.labormarketinfo.com)

**Florida Research and  
Economic Database (FRED)**

[fred.labormarketinfo.com](http://fred.labormarketinfo.com)

**U.S. Bureau of Labor Statistics**

[www.bls.gov](http://www.bls.gov)

**America's Labor Market  
Information System (ALMIS)**

[www.doleta.gov/almis](http://www.doleta.gov/almis)

**U.S. Department of Labor  
Employment and Training  
Administration**

[www.doleta.gov](http://www.doleta.gov)

**FedStats**

[www.fedstats.gov](http://www.fedstats.gov)

**National Center for Education  
Statistics**

[www.nces.ed.gov](http://www.nces.ed.gov)

**U.S.A. Jobs**

[www.usajobs.opm.gov](http://www.usajobs.opm.gov)

**U.S. Census Bureau**

[www.census.gov](http://www.census.gov)

**U.S. Department of Commerce**

[www.doc.gov](http://www.doc.gov)

### Career Sites

**America's Career InfoNet**

[www.acinet.org](http://www.acinet.org)

**Florida Choices**

[www.bridges.com/cpflorida](http://www.bridges.com/cpflorida)

**Careers**

[www.careers.org](http://www.careers.org)

**Career Magazine**

[www.careermag.com](http://www.careermag.com)

**CareerNet**

[www.careernet.com](http://www.careernet.com)

**CareerBuilder**

[www.careerbuilder.com](http://www.careerbuilder.com)

**CareerShop**

[www.careershop.com](http://www.careershop.com)

**CareerVoyages**

[www.careervoyages.gov](http://www.careervoyages.gov)

**Recruiters Online Network**

[www.recruitersonline.com](http://www.recruitersonline.com)

**The Princeton Review**

[www.review.com/career](http://www.review.com/career)

**The Riley Guide**

[www.rileyguide.com](http://www.rileyguide.com)

**Training Magazine**

[www.trainingmag.com](http://www.trainingmag.com)

### Job Sites

**Employ Florida**

[www.EmployFlorida.com](http://www.EmployFlorida.com)

**Florida Government Jobs**

[peoplefirst.myflorida.com](http://peoplefirst.myflorida.com)

**America's Job Bank**

[www.ajb.org](http://www.ajb.org)

**America's Service Locator**

[www.servicelocator.org](http://www.servicelocator.org)

**True Careers**

[www.careercity.com](http://www.careercity.com)

**CareerSite**

[www.careersite.com](http://www.careersite.com)

**Employment Guide**

[www.employmentguide.com](http://www.employmentguide.com)

**Federal Jobs Digest**

[www.jobsfed.com](http://www.jobsfed.com)

**Florida School System**

[www.teachinflorida.com](http://www.teachinflorida.com)

**Florida Universities and  
Community Colleges**

[www.fldcu.org/employmentops](http://www.fldcu.org/employmentops)

**FirstGov for Workers**

[www.firstgov.gov](http://www.firstgov.gov)

**HotJobs**

[www.hotjobs.com](http://www.hotjobs.com)

**Flip Dog**

[www.flipdog.com](http://www.flipdog.com)

**Monster**

[www.monster.com](http://www.monster.com)

**NationJob**

[www.nationjob.com](http://www.nationjob.com)

Information on jobs online was obtained from the Agency for Workforce Innovation at <http://www.labormarketinfo.com/library/pubs/other/Jobsonline.pdf>

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## **Appendix K**

### Wage Conversions Chart

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# Wage Conversions

HOUR	WEEK*	MONTH	YEAR
\$5.15**	\$206	\$893	\$10,712
\$6.40***	\$256	\$1,109	\$13,312
\$6.50	\$260	\$1,127	\$13,520
\$7.00	\$280	\$1,213	\$14,560
\$7.50	\$300	\$1,300	\$15,600
\$8.00	\$320	\$1,387	\$16,640
\$8.50	\$340	\$1,473	\$17,680
\$9.00	\$360	\$1,560	\$18,720
\$9.50	\$380	\$1,647	\$19,760
\$10.00	\$400	\$1,733	\$20,800
\$10.50	\$420	\$1,820	\$21,840
\$11.00	\$440	\$1,907	\$22,880
\$11.50	\$460	\$1,993	\$23,920
\$12.00	\$480	\$2,080	\$24,960
\$12.50	\$500	\$2,167	\$26,000
\$13.00	\$520	\$2,253	\$27,040
\$13.50	\$540	\$2,340	\$28,080
\$14.00	\$560	\$2,427	\$29,120
\$14.50	\$580	\$2,513	\$30,160
\$15.00	\$600	\$2,600	\$31,200
\$15.50	\$620	\$2,687	\$32,240
\$16.00	\$640	\$2,773	\$33,280

\*Conversions based on a 40-hour work week

\*\*Federal minimum wage

\*\*\*Florida minimum wage, effective January 1, 2006  
(Florida's minimum wage will change on January 1, 2007)

Information for this document was obtained from the Florida Agency for Workforce Innovation at <http://www.labormarketinfo.com/library/pubs/other/wageconversion.pdf>





**Florida Department of Education**

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