

**CareerSource Brevard**  
Industry Workforce Committee  
January 12, 2021

**Minutes**

The meeting was held virtually via Microsoft Teams during the COVID-19 pandemic.

**Members in Attendance:** Mike Menyhart (Chair), Kristen Bakke, Mary Jane Brecklin, Colleen Brown, Elizabeth Huy, Jennifer Kenny, Traci Klinkbeil, Maria Peterson for Frank Margiotta, Kirsten Patchett, Nancy Peltonen, D. Travis Proctor, Rachel Rutledge and Terry Schrupf

**Members Absent:** Rohit Ghosh and Art Hoelke

**Staff in Attendance:** Jana Bauer, John Berardi, Denise Biondi, Judy Blanchard, Megan Cochran, Lisa Fitz-Coy, Thomas LaFlore, Don Lusk, Marci Murphy and Marina Stone

**Guests in Attendance:** Bob Knippel, Chakib Chehadi, Marvetta Gordon, Caroline Joseph-Paul, Michele McAlpin, Jessica Mitchell and Ramsey Olivarez from the Career Center and Trudy McCarthy of the Space Coast EDC

**Call to Order:**

Mike Menyhart (Chair) called the meeting to order at 8:33 am and roll call was taken.

**Public Comment:**

Traci Klinkbeil with the Department of Children and Families, provided an informative overview of their new website – MyFloridaMyFamily.com. An interactive resource to connect Florida families with community services via their zip code. CSB is listed as a career services tool on the site. Ms. Klinkbeil will forward information on the website to CSB to distribute to committee members.

**Reports:**

The President provided an update on the current state of CSB operations during the COVID pandemic, our local and state unemployment rates, an update on details of a recent meeting with Brevard’s legislative delegation and the construction training grant. She thanked the members for their contribution to our organization.

**Action Items:**Approval of Workforce Operations Committee Minutes of October 13, 2020

Motion to approve the Minutes from the October 13, 2020 meeting was made by Mary Jane Brecklin, D. Travis Proctor seconded the motion. The motion passed unanimously.

**Presentation:**Brevard County Recovery Assistance Grant

A presentation was shared detailing the Brevard Workforce Recovery Grant; this initiative is in partnership with the Brevard County Board of County Commissioners, funded under the County's CARES Act dollars. The program temporarily (up to 16 weeks) reemployed furloughed or dislocated workers for small businesses whose operations were affected by COVID-19. The program ended December 31, 2020; final program outcomes were shared.

**Discussion/Information Items:**Committee Goal Status

Staff reviewed the matrix of the Industry Workforce Committee including the Goal, Objectives, Strategies, Actions, Timeframes and Status of each strategy.

Healthcare Sector Strategy Grant Update

A presentation was shared of the Healthcare Sector Strategy Updates. Goals were met, activities and results through December 31, 2020 were shared. Details of the Virtual CNA Career and Training Virtual Fair were shared along with outcomes from the event.

APG IT Sector Strategy Updates

A presentation of the America's Promise Grant (APG) was shared which included four-year grant performance, statistics, the partnership and success pipeline along with sustainability.

Determine Business Impact Due to COVID-19 and Develop Strategies for Addressing the Workplace Needs

A presentation showing on and off-site recruiting events, workshops, virtual job fairs, employer panels, a virtual employer appreciation awards ceremony and a virtual IT consortium were shared.

Multimedia Outreach Presentation and Matrix

A visual presentation of social media, direct email marketing and paid advertising from the second quarter was shared along with marketing highlights, the State of Florida co-op campaign and metrics for CSB's website and social media platforms. A matrix showing the quarterly activities of the Outreach Department was also shared.

Industry Relations Fact Sheet July 2020 – December 2020

An infographic was shared, entitled “Working for Brevard” which showed businesses served, services provided to businesses and measuring successes, along with the unemployment rate, on-the-job training, veterans served and recruiting events.

D. Travis Proctor praised our team for the APG Grant.

**Adjourn:**

There being no further discussion or business, Mike Menyhart adjourned the meeting at 10:06 am.

Respectfully submitted,

Reviewed by,

{signature on file}      02/02/21  
Marina Stone                      Date

{signature on file}      02/02/21  
Mike Menyhart, Chair              Date