

CareerSource Brevard

Career Center Committee

April 25, 2023

Minutes

The meeting was held in person and virtually using Microsoft Teams.

Members in Attendance: Nancy Heller Chair, Shawn Beal, Robert Gramolini, Brian Jaskiewicz, Leslie Jones, Karen Locke, Nuno Mana, Theodore Pobst, Pamela Reed and Holly Tanner

Members Absent: Lorri Benjamin, Jimmy Lane, Tory Lovelace and Monica Shah

Staff in Attendance: Marci Murphy, Jana Bauer, Thomas LaFlore, Joy Bartlett, Denise Biondi, Amberstar Bush, Lisa Fitz-Coy, Erma Shaver, Marina Stone and James Watson

C2 Staff in Attendance: Caroline Joseph-Paul, Marvetta Gordon, Linda Hadley, Melissa Janssen, Angie Londono and Kristine Wolff of CareerSource Brevard (CSB) Career Centers

Guests in Attendance: There were no guests in attendance.

Call to Order:

Nancy Heller, Chair called the meeting to order at 8:32am at CareerSource Brevard (CSB). Introductions were made.

Public Comment:

There was no public comment.

Spotlight Presentations:

Alignment Presentation

Marci Murphy shared the Florida Workforce System Transformation Plan Phase III Alignment Initiative from CareerSource Florida (CSF) and the Governor's REACH office. CSF Board of Directors recommendation to the Governor is to reduce the local workforce boards from 24 to 21 regions. Details were shared regarding which regions will realign and which will consolidate; along with the reason given, the populations currently served independently and the new area to be served after consolidation. A draft consolidation plan was also shared showing the projected activities and tasks to be completed in order to consolidate CareerSource Brevard and CareerSource Flagler/Volusia; such as creating a governance structure, creating a new 501c3 and new sub-agreements; selecting a new Board of Directors, followed by the operational transition. On April 21, 2023, a Request for Proposal from CSF closed which was designed to solicit organizations to assist with Phase III of the consolidation/realignment of local workforce boards.

Action Items:

Approval of Career Center Committee Minutes of January 24, 2023

Motion to approve the Minutes from the January 24, 2023, meeting was made by Robert Gramolini. Shawn Beal seconded the motion. The motion passed unanimously.

Approval of Regional Targeted Occupations List

CSB is required to produce and publish the Regional Targeted Occupations List (RTOL) on an annual basis. Staff reviewed the local activity required to create the list and changes to RTOL based on current employment trends and data for Program Year 2023-2024. Brian Jaskiewicz made a motion to approve the staff recommendation for the RTOL for PY 2023-2024 as presented for inclusion in the consent agenda of the next Board of Directors meeting. Pamela Reed seconded the motion. The motion passed unanimously.

Discussion/Information Items:

Q3 Career Center Efforts Presentation

During the third quarter of PY22-23, C2 GPS shared a presentation on enrollment, employment and program highlights, hiring events, job seeker workshops, community partner engagement, and customer satisfaction feedback results.

Q3 Business Engagement Presentation

A presentation was shared that highlighted CSB Recruiting Events, Job Fairs, Workshops, Presentation and Panels and Business Learning Events along with a Fact Sheet for July 1, 2022, through March 31, 2023. A Committee/Board Member shared that their organization hired 2 people on the spot for non-clinical positions at the Healthcare Job Fair on March 9, 2023. An upcoming event is the Annual Job Fair will be held on June 7, 2023 at The Raddison at the Port from 3pm – 6pm.

Q3 Multimedia Outreach Presentation and Matrix

The Outreach Department highlighted quarterly activities from January 2023 through March 2023. Metrics for the CSB website and social media platforms were shared. A Committee/Board Member asked where CSB monies are best served for ROI in outreach campaigns, such as radio, television, PSA's and email blasts. These results will be shared at the next committee meeting.

Q3 Performance Reporting Presentation

A visual presentation of data was shared about performance measures including Quarter 3 entered employment rate, average hourly wage, retention rate, credential attainment rate and measurable skills gains.

Third Quarter Contractor Performance for PY22-23

The CSB/C2 GPS contract is cost reimbursement for direct program costs, however; profit is withheld from the Contractor until measurable performance outcomes are achieved. The Contractor met meet the required number of measures to be eligible to earn dollars for Element A and were successful in exceeding the performance criteria to be paid on Element B. Performance measures 'redesigned' was explained.

Primary Indicators of Performance

Common Measures were established under WIA and are still required by the Workforce Innovation and Opportunity Act (WIOA). Data was shared showing past performance and actual performance, along with PY22-23 goals. All performance goals were met or exceeded for the second quarter except Dislocated Worker Median Earnings which was missed by only 1.6%.

Letter Grade Scorecard

A letter grade scoresheet was shared for the second quarter of PY 2022-2023 with a grade of B and score of 85.89%.

Strategies and Goals Matrix

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

Adjourn:

There being no further discussion or business, Nancy Heller, Chair adjourned the meeting at 9:39am.

Respectfully submitted,

Reviewed by,

{signature on file}
Marina Stone

05/03/23
Date

{signature on file}
Nancy Heller, Chair

05/03/23
Date