

# CareerSource Brevard

Career Center Committee

April 26, 2022

## Minutes

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

### **Members in Attendance:**

Nancy Heller, Chair, Shawn Beal, Lorri Benjamin, Lynn Brockwell-Carey, Robert Gramolini, Brian Jaskiewicz, Leslie Jones, Theodore Pobst and Pamela Reed

**Members Absent:** Marcia Gaedcke, Laura Koursaris and Travis Mack

### **Staff in Attendance:**

Marci Murphy, Jana Bauer, Thomas LaFlore, Denise Biondi, Amberstar Bush, Melissa Byers, Lisa Fitz-Coy, Deidre McVay-Schulmeister, Erma Shaver, Marina Stone and James Watson

### **C2 Staff in Attendance:**

Chakib Chehadi, Caroline Joseph-Paul, Ahmanee Collins-Bandoo, Julie Berrio, John Bonsignore, Marvetta Gordon, Linda Hadley, Bob Knippel, Jessica Mitchell, Angie Londono, Ramsey Oliverez, Sally Patterson, Taciana Raders, and Aaron Smith of CareerSource Brevard (CSB) Career Centers

### **Guests in Attendance:**

Suzann Kenis from Division of Blind Services

### **Call to Order:**

Nancy Heller, Chair called the meeting to order at 8:31am at CareerSource Brevard (CSB). Introductions were made.

### **Public Comment:**

There was no public comment.

### **Spotlight Presentations:**

#### Brevard Recovery Works

A presentation was shared highlighting the US Department of Labor National Health Emergency Grant, implemented as CSB as the Brevard Recovery Works. A funding summary, the overall purpose, local grant focus, program design, performance and lessons learned were shared. This grant was specifically designed to create temporary disaster relief employment geared towards placing eligible participants in temporary addiction, recovery and peer counseling jobs in positions that provide humanitarian assistance affected by the opioid epidemic and to provide training opportunities for the participants. The grant ended March 31, 2022. CSB received the SUD Navigator Grant which will assist in continuing the sustainable work of the Brevard Recovery Works program and the efforts of this grant in the community.

### Job Seeker Survey Data

A Job Seeker survey was developed and implemented by CSB which was sent through various methods (Constant Contact, personal emails, etc.) and a presentation was given entitled "Job Seeker Survey Data" highlighting the survey results. The presentation included information about respondents age, education, industry sector of interest, valuable benefits to job seekers, along with job seeker highlights. An overall summary shows most respondents were over 41 years old, had some college education and over half who took the survey wanted to further their education. The top industry sectors were identified as Information Technology, Aerospace Aviation and Healthcare. The top benefits job seekers are looking for is health insurance, paid leave time, long term career growth and training opportunities. Discussion ensued. The committee felt it would be advantageous to survey Brevard County employers to find out what employers are currently offering to potential new employees during this period of unprecedented low unemployment rates.

### **Action Items:**

#### Approval of Career Center Committee Minutes of January 25, 2022

Motion to approve the Minutes from the January 25, 2022, meeting was made by Brian Jaskiewicz. Robert Gramolini 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. Pamela Reed made a motion to approve the staff recommendation for the RTOL for PY 2022-2023 as presented for inclusion in the consent agenda of the next Board of Directors meeting. Brian Jaskiewicz seconded the motion. The motion passed unanimously.

### **President's Report:**

Marci Murphy shared information on Brevard's unemployment rate, currently at an unprecedented rate of 2.5%, in January the rate was 3.4%. CSB continues to focus on short- and long-term strategies to help with labor shortages. CSB's efforts are to find hidden talent, which can include underserved populations, people with barriers to employment, veterans and mature workers which will also drive more traffic into our career centers. Additionally, we strategize with employers to find ways they can re-engage talent. We are working closely with the Brevard County Library, utilizing an automated referral process called Crosswalk with our CBO's and FBO's and advertising with the DMV. CSB continues to work with the Brevard County School system, EFSC and Keiser University along with other educational institutions, as well as community partners and businesses, to develop the talent pipelines our key industries need.

Jimmy Lane left the meeting.

## **Discussion/Information Items:**

### Q3 Career Center Efforts Presentation

During the third quarter of PY21-22, C2 GPS shared a presentation on continuous improvement, focus and accomplishments, enrollment and employment data, community partnerships, job seeker workshops and specific program data was shared. A snapshot of the various activities, new initiatives that have occurred, customer engagement and feedback results were shared. Brian Jaskiewicz asked how many veterans were served. The information will be emailed to Mr. Jaskiewicz.

### Impact Analysis for Hospitality Industry Affected by COVID 19

A presentation highlighting the hospitality industry was revealed showing past and projected growth in Brevard County and nationally along with data on job postings in the last 30 days and future impacts.

### 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, 2021, through March 31, 2022.

### Q3 Multimedia Outreach Report

The Outreach Department highlighted quarterly activities from July 2021 through March 2022. Metrics for the CSB website and social media platforms were shared.

### Co-Op Outreach Program Presentation

A presentation was shared about a Job Seeker Advertising Campaign for Spring 2022. The purpose is to reach job seekers with barriers to employment (veterans, military, ex-offenders, low income, those impacted by substance abuse and reemployment assistance (RA) filers) along with those impacted by the COVID-19 pandemic. Key outreach tactic is to display dynamic advertising appearing on websites our target audiences visit, using video, image, or test to raise awareness of our programs and services.

### 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 and measurable skills gains.

### Q3 Contractor Performance PY21-22

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 the performance criteria for 17 of the 21 of the minimum measures and 13 of the 21 accelerated measures.

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 PY21-22 goals. All performance goals were met or exceeded for the 2nd quarter.

Committee Goal Status

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 9:58 am.

Respectfully submitted,

Reviewed by,

{signature on file}  
Marina Stone

05/04/22  
Date

{signature on file}  
Nancy Heller, Chair

05/04/22  
Date