

# CareerSource Brevard

Career Center Committee

July 25, 2023

## Minutes

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

**Members in Attendance:** Nancy Heller Chair, Shawn Beal, Lorri Benjamin, Robert Gramolini, Brian Jaskiewicz, Karen Locke, Theodore Pobst, Monica Shah and Holly Tanner

**Members Absent:** Leslie Jones, Jimmy Lane, Tory Lovelace, Nuno Mana, and Pamela Reed

**Staff in Attendance:** Marci Murphy, Joy Bartlett, Denise Biondi, Amberstar Bush, Melissa Byers, Lisa Fitz-Coy, Jodi Jackson, Michelle Jones, Thomas LaFlore, Deserine Morgan, Lori Robinson, Stephanie Robinson, Erma Shaver, Marina Stone, James Watson and Kimberly Weatherby

**C2 Staff in Attendance:** Caroline Joseph-Paul, Julie Berrio, John Bonsignore, Ahmanee Collins-Bandoo, Linda Hadley, Melissa Janssen, Bob Knippel, Jessica Mitchell, Ramsey Oliverez, Sally Patterson, Kory Sillerud and Aaron Smith 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 8:31am at CareerSource Brevard (CSB). Introductions were made.

### Public Comment:

There was no public comment.

### Spotlight Presentations:

#### Highlights of Scholarships – PY 22-23

A presentation was shared outlining CSB's Scholarship Unit (SU) which has been in place for many years. Most Florida workforce boards do not use a SU but CSB has found it to be very fair to our customers. The presentation explained the purpose of the SU, what types of funding are used, and the available funding and obligated funds by school in PY 22-23. SU requests from customers by industry along with the details of the guardrails used and WIOA Adult Priority of Service were reviewed.

### Action Items:

#### Approval of Career Center Committee Minutes of April 25, 2023

Motion to approve the Minutes from the April 25, 2023, meeting was made by Brian Jaskiewicz. Robert Gramolini seconded the motion. The motion passed unanimously.

## President's Report

Marci Murphy shared information on the consolidation update, and a name change for the Department of Economic Opportunity to the new name of Department of Commerce. Local Market Information (LMI) was shared showing that younger workers are entering the workforce at a higher rate than in the past due to higher wages. Florida's employment in the leisure and hospitality is up 7.3% in Florida and the US is up 5.9%. Education and health services is up 6.6% and manufacturing is up 3.3%. Construction was down by 1.4% and Information Technology was down 1%. Roughly 5.5 million of the 10 million open jobs in the United States need to be filled by people without a college degree; this may not be good news for post-secondary institutions.

## **Discussion/Information Items:**

### Q4 Career Center Efforts Presentation

During the fourth quarter of PY22-23, C2 GPS shared a presentation on enrollment, employment and program highlights, metrics, hiring events, job seeker workshops, community partner engagement, and customer satisfaction feedback results. A committee member shared that star ratings may be helpful instead of the current ratings used.

### ITA Annual Vendor Evaluation

The ITA Annual Vendor Evaluation was reviewed for Program Year (PY) 22-23 and based on the review, it is recommended not to issue any corrective actions for existing training vendors. The average wage after a customer completes training ranges from \$12.50 per hour to \$40.00 per hour.

### Effectiveness of Training/Career Services for PY 22-23

In PY 22-23, CareerSource Brevard provided Workforce Innovation and Opportunity Act (WIOA) funded career and training services to 215 customers. Both OJT's and ITA's contribute to high success rates, however ITA's have a higher cost and longer training period with average training length of 15 months for ITA's compared to average training length of 5.7 months for OJT's. Looking at the training services it is clear that some customers benefit more from ITA type training while others have fewer barriers and can move successfully through OJT training.

### Q4 Business Engagement Presentation

A presentation was shared that highlighted CSB Recruiting Events, Job Fairs, Workshops, Presentation and Panels and Business Learning Events. A fact sheet was shared for PY 2022-2023.

### Q3-Q4 Multimedia Outreach Presentation

The Outreach Department highlighted quarterly activities from January 2023 through June 2023. Analytics for the CSB website and social media platforms were shared. Several Multimedia Campaigns were discussed.

### Q4 Performance Reporting Presentation

A visual presentation of data was shared about performance measures including Quarter 4 entered employment rate, average hourly wage, retention rate, credential attainment rate and measurable skills gains.

End of Year Contractor Performance for PY 2022-2023

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 for PY 2022-2023 were redesigned to better align with the Letter Grade Performance which was established by the State.

Primary Indicators of Performance

Common Measures are 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 third quarter except Dislocated Worker Median Earnings which was missed by only 1.15% and Youth Credential Attainment Rate which was missed by 2.3%.

Letter Grade Scorecard

The letter grade scoresheet was shared for the third quarter of PY 2022-2023 with a grade of B and score of 84.99%.

New Measures for PY 23-24

CareerSource Brevard staff review and negotiate performance outcome expectations with the contractor on an annual basis. The performance outcomes are designed to mirror, to the extent possible, any Federal and/or State measures that are passed down to the Region. Staff has determined 3 additional measures to the existing 18 contractor performance goals. Minimum and accelerated goals for these additional measures have been established using historical trend data, staff knowledge, and contractor input. The performance expectations have been negotiated with and accepted by the contractor and will be included in future quarterly performance reports for Program Year 23-24.

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 10:01am.

Respectfully submitted,

Reviewed by,

{signature on file}  
Marina Stone

09/12/23  
Date

{signature on file}  
Nancy Heller, Chair

09/12/23  
Date