

# CareerSource Brevard

Career Center Committee

July 27, 2021

## Minutes

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

### **Members in Attendance:**

Robert Gramolini, Acting Chair, Lorri Benjamin, Lynn Brockwell-Carey, Marcia Gaedcke, Brian Jaskiewicz, Leslie Jones, Laura Koursaris, Theodore Pobst and Jennifer Sugarman

**Members Absent:** Nancy Heller, Shawn Beal and Travis Mack

### **Staff in Attendance:**

Marci Murphy, Jana Bauer, Judy Blanchard, Denise Biondi, Lisa Fitz-Coy, Debbie Joyce, Thomas LaFlore, Don Lusk, Deidre McVay-Schulmeister, Erma Shaver and Marina Stone

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

Chakib Chehadi, Ahmanee Collins-Bandoo, Beatrice Boursiquot, Linda Hadley, Caroline Joseph-Paul, Bob Knippel, Angie Londono, Michele McAlpin, Sally Patterson and Kristine Wolff of CareerSource Brevard (CSB)

### **Guests in Attendance:**

Joni Newkirk with Integrated Insight, Audrey Turner of Division of Blind Services

### **Call to Order:**

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

### **Public Comment:**

There was no public comment.

### **Presentations:**

#### Youth Adult Job Seekers Employment Needs and Goals

Joni Newkirk from Integrated Insight conducted a presentation about Florida Youth Job Seekers and Hiring Leaders Research via surveys conducted early 2021. Data showed healthcare is the most desired field for youth when they reach age 30, along with financial freedom. The higher educated youth were among the least confident groups. Half of the youth had not heard of CareerSource Florida. Employers rely on their own website to recruit and have moderate familiarity with CareerSource Florida. Employers also say youth are lacking work experience.

#### Customer Intake Process

A presentation was shared showing each step of the Customer Intake Process.

### Community Development Block Grant – Disaster Recovery

Staff shared a presentation about the newly acquired Community Development Block Grant Construction Training Program and the expectations, implementation and activity milestones.

#### **Action Items:**

##### Approval of Career Center Committee Minutes of April 27, 2021

Motion to approve the Minutes from the January 27, 2021 meeting was made by Jennifer Sugarman. Leslie Jones seconded the motion. The motion passed unanimously.

#### **Reports:**

Marci Murphy shared statistics for our region including our initial Re-employment Assistance claims. As of July 6, 2021, CSB discontinued teams A & B, and staff returned to the office. Some virtual services will continue.

#### **Discussion/Information Items:**

##### Committee Goal Status

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

##### ITA Annual Vendor Evaluation PY 20-21

The ITA Annual Vendor Evaluation was reviewed and based on the review, it is recommended to not issue any corrective actions to existing training vendors.

##### Effectiveness of Training/Career Services PY 19-20

In PY 19-20, CareerSource Brevard provided Workforce Innovation and Opportunity Act (WIOA) funded career and training services to 836 customers at an average cost per placement of \$8,021 for WIOA enrolled customers. Snapshots were shared. 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 11.5 months for ITA's compared to average training length of 6.9 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. The similar results for each program appear to indicate that career center staff are guiding customers to the type of training that best suits the customer needs.

##### Career Center Activities and Continuous Improvement

Throughout the duration of the COVID-19 pandemic, C2GPS has considerably modified the delivery of services by virtualizing case management, workshops, site visits, employer services and more. A snapshot of the various activities and new initiatives that have occurred within the career centers for the past quarter was shared.

##### Quarterly Multimedia Outreach Presentation

The Outreach Department shared a presentation of social media, direct email marketing, earned media, paid advertising and other activities from January 1, 2021 through June 30, 2021. Metrics for the CSB website and social media platforms were shared.

End of Year Contractor Performance PY20-21

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 18 of the 21 of the minimum measures and exceeded 13 of the 21 accelerated measures and received their full profit.

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 PY20-21 goals. All performance goals were met or exceeded for the 3<sup>rd</sup> quarter.

Continuous Improvement Performance Initiative

The Continuous Improvement Performance Initiative (CIPI) Measures are those developed under the guidance of CareerSource Florida and align with CSF's corporate goals. These measures are used for awarding performance incentive monies to regional workforce boards. The initiative includes three key metrics with additional credit for serving individuals with barriers to employment and for providing staff-assisted, high-value services to business establishments. The committee reviewed the data for PY 20-21 April 1 through June 30, 2021. To date CSB has received \$59,448 of the incentive dollars allocated to PY 20-21 performance.

Q4 2021 Job Fair and Recruiting Events Presentation

A presentation was shared that highlighted CSB Recruiting Events, Job Fairs, Workshops, Presentation and Panels for the fourth quarter along with a Fact Sheet for July 1, 2020 through June 30, 2021.

**Adjourn:**

There being no further discussion or business, Robert Gramolini, Acting Chair adjourned the meeting at 10:02 am.

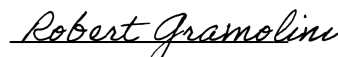
Respectfully submitted,

Reviewed by,



Marina Stone

08/10/21  
Date



Robert Gramolini,  
Acting Chair

08/10/21  
Date