

CareerSource Brevard

Career Center Committee

October 24, 2023

Minutes

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

Members in Attendance: Pamela Reed Chair, Robert Gramolini, Brian Jaskiewicz, Leslie Jones, Karen Locke, Nuno Mana, Theodore Pobst, Monica Shah and Holly Tanner

Members Absent: Shawn Beal, Lorri Benjamin, Jimmy Lane, Tory Lovelace, Ricardo Romeau

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

C2 Staff in Attendance: Caroline Joseph-Paul, John Bonsignore, Ahmanee Collins-Bandoo, Linda Hadley, Melissa Janssen, Bob Knippel, Jessica Mitchell, Ramsey Oliverez, Sally Patterson, Kory Sillerud, and Kristine Wolff of CareerSource Brevard (CSB) Career Centers.

Guests in Attendance: There were no guests in attendance.

Call to Order:

Pamela Reed, Chair called the meeting to order at 8:32 am at CareerSource Brevard (CSB). Marci Murphy congratulated Pamela Reed as the new Chair of this committee and also a member of the Executive Committee. Ms. Murphy also congratulated Brian Jaskiewicz on his impending retirement; this will be his last meeting. Ricardo Romeu from Alluvionic, Inc., although absent, is a new member of this committee.

Public Comment:

There was no public comment.

Spotlight Presentations:

Veterans Performance Incentive Awards Program Presentation

A presentation on the Veteran Performance Incentive Award Program which outlined outreach, job fairs and recruiting events, justice involved programs, the Hire Veterans Medallion Program, community involvement, honorable mentions and success stories was shared. Brian Jaskiewicz shared a testament of Wilfredo Quiles excellent customer service.

Action Items:

Approval of Career Center Committee Minutes of July 25, 2023

Motion to approve the Minutes from the July 25, 2023, meeting was made by Robert Gramolini. Karen Locke seconded the motion. The motion passed unanimously.

Guidelines for Formula Funding Usage PY 23-24

The guidelines for formula funding usage are reviewed every year to ensure that CSB is focusing on programs that are most effective for businesses and job seekers. Staff recommends 20% Work-based Training (OJT)s, Work Experience, Employed Worker, and 80% Individual Training Accounts (ITA's) for the Training Mix PY 2023-24: Staff also recommends the Job Seeker Customer Mix for 2023-24 of 40% on unemployed workers, 30% on the underemployed and 30% on employed worker training. Motion to approve staff recommendation guidelines for PY 2023-24 and to move this item to the CSB Board of Director's consent agenda was made by Brian Jaskiewicz. Robert Gramolini seconded the motion. The motion passed unanimously.

President's Report

Marci Murphy shared an update on the consolidation efforts, a checklist was provided by Ernst & Young that CSB Senior Staff is working on, the list is quite extensive. The State requested CSB to assume responsibility as the fiscal agent for CareerSource Flagler Volusia. CSB meets bi-weekly with Ernst & Young and CareerSource Florida to report progress, address inquiries, and help eliminate any obstacles. The Florida Workforce Summit was held in September and an informal meet and greet was hosted by Brevard and Flagler/Volusia to bring together both organizations. Labor Market Information was shared from September and unemployment rates in Brevard were 3.2%, Florida was 2.8%. The United States unemployment rate remains at 3.8% for September which is unchanged.

Discussion/Information Items:

Q1 Career Center Efforts Presentation

During the first quarter of PY23-24, 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. Star ratings are currently being used.

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 the first Quarter of PY 2023-2024.

Q1 Multimedia Outreach Presentation

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

Q1 Performance Reporting Presentation

A visual presentation of data was shared about performance measures including Quarter 1 entered employment rate, average hourly wage, retention rate, credential attainment rate and measurable skills gains.

Q1 Contractor Performance PY 2023-2024

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 did not meet the required number of measures to be eligible to earn dollars for Element A; however, they were successful in exceeding the performance criteria to be paid on Element B.

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 fourth quarter except the Youth Credential Attainment Rate which was missed by 10.4%.

PY 23-24 Career Center Standards Results

The Career Center Standards is a review instrument adopted by the Board to assess our One-Stop operator for compliance of WIOA established criteria. The overall rating for PY 23-24 was 99.6%, which shows a strong commitment to provide all-inclusive and consistent services to all three centers.

Letter Grade Performance Measurements

The letter grade scoresheet was shared for the fourth quarter of PY 2022-2023 with a grade of B+ and score of 88.5%.

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, Pamela Reed, Chair adjourned the meeting at 9:51 am.

Respectfully submitted,

Reviewed by,

{signature on file}
Marina Stone

10/31/23
Date

{signature on file}
Pamela Reed, Chair

10/31/23
Date