



Board of Directors Meeting Special Meeting

Tuesday September 6, 2022

Meeting: 8:30am-9:00am

Virtual-Teams

Join on your computer or mobile app [Click here to join the meeting](#)

Or call in (audio only) [+1 561-486-1414,,477231319#](#)

Attendees: Mary Jane Brecklin, Colleen Browne, Randy Fletcher, Lloyd Gregg (Chair), Brian Jaskiewicz, Travis Mack, Mike Menyhart, Mark Mullins, Wayne Olson, Kirsten Patchett, Amar Patel, Pamela Reed, and Lynda Weatherman.

Agenda

To facilitate and be the catalyst for workforce development services that are responsive to the employment needs of Brevard County

<i>Call to Order</i>	<i>Lloyd Gregg</i>	<i><u>Page No.</u></i>
<i>Roll Call</i>	<i>Holly Paschal</i>	
<i>Public Comment</i>		
<i>Action Items:</i>		
A. Local Plan- 2-year Modification of 4-year plan	<i>Jana Bauer</i>	1-3
<i>Adjourn</i>		

Meeting information available @ careersourcebrevard.com

Pursuant to the provisions of the Americans with Disabilities Act, any person requiring special accommodations to participate in this meeting is asked to advise CareerSource Brevard at least 48 hours prior to the meeting by contacting Holly Paschal at (321) 394-0507. Persons who are hearing or speech impaired can contact Holly Paschal through the Florida Relay Service by dialing 7-1-1

Upcoming Meetings:

September 2022

6th Board of Directors Special Meeting-8:30am

October 2022

11th Industry Workforce Committee-8:30am

25th Career Center Committee-8:30am

November 2022

7th Finance Committee-3:30pm

7th Executive Committee-4:00pm

17th Board of Directors-8:30am

December 2022

No meetings

January 2023

10th Industry Workforce Committee-8:30am

24th Career Center Committee-8:30am

February 2023

6th Finance Committee-3:30pm

6th Executive Committee-4:00pm

18th Board of Directors-8:00am -12:00pm (Annual Meeting and Retreat)

March 2023

No meetings

April 2023

11th Industry Workforce Committee-8:30am

25th Career Center Committee-8:30am

May 2023

1st Finance Committee-3:30pm

1st Executive Committee-4:00pm

18th Board of Directors Retreat-8:00am-12pm (TBD)

June 2023

No meetings

Action Brief

CareerSource Brevard Workforce Innovation & Opportunity Act (WIOA) Local Workforce Plan Two-Year Modification 2023-2024

Background

The Workforce Innovation and Opportunity Act (WIOA) requires each local workforce development board (LWDB) to develop and submit a comprehensive four-year local plan to the state of Florida. Additionally, local plans must be modified at the end of the first two-year period of the four-year local plan to reflect changes in labor market and economic conditions and other factors affecting the implementation of the local plan. Federal regulations require states and LWDBs to regularly revisit and recalibrate state plan strategies in response to changing economic conditions and workforce needs of the state. CareerSource Florida, Inc. (CSF) and the Florida Department of Economic Opportunity (DEO) issued instructions requesting that all Local Workforce Development (LWDB) Boards in Florida, including CareerSource Brevard (CSB) submit a two-year modification to the four-year workforce plan by October 3, 2022. This modification is effective January 1, 2023 – December 31, 2024. The most recent instructions varied some from the 2020 update. The chart below explains the difference in plan structure. Attached to this brief is a “Summary of Revisions” by plan section to help highlight the changes in this plan.

2020 – 2024 Plan Structure	2023 – 2024 Modification Plan Structure
<ol style="list-style-type: none"> 1. Organizational Structure 2. Analysis of Need and Available Resources 3. Workforce Development Area Vision and Strategic Goals 4. Coordination of Services 5. Description of the Local One-Stop System 6. Description of Program Services 	<ol style="list-style-type: none"> 1. Organizational Structure 2. Analysis of Need and Available Resources 3. Local Workforce Development Board Strategic Vision and Goals 4. Description of Strategies and Program Services 5. Description of the Local One-Stop Delivery System 6. Coordination of Services 7. Performance and Effectiveness

The local plan instructions required a minimum of a 14-day comment period for the plan which ended on September 5, 2022. At this writing, one individual provided editorial recommendations and suggestions for content to be emphasized with real examples.

Once approved by the Board of Directors, the plan must be approved by the Board of County Commissioners who serves as the Chief Elected Official for CareerSource Brevard. The Board of County Commissioners will review and approve the plan at their September 13, 2022, Board Meeting. The Plan will be submitted to CSF by the due date of October 3, 2022.

Action

It is recommended that the Board of Directors approve the “CareerSource Brevard WIOA Local Workforce Plan Two-Year Modification 2023-2024” and authorize staff to submit the appropriate documents to CareerSource Florida/Department of Economic Opportunity for review and approval.

SECTION of PLAN	SUMMARY OF REVISIONS
TITLE PAGE	<ul style="list-style-type: none"> • Update to Indicate 2 Year Mod • Changed contact Person • Changed date due
ORGANIZATIONAL STRUCTURE	<ul style="list-style-type: none"> • Updated Chair of Board of County Commissioners • Updated Chairman, Vice Chairman of CSB Board • Added information on how CSB convened stakeholders to assist in development of this plan • Updated to reflect current contract dates with C2, updated managing director's years of experience • Updated procurement details from 2021 • Updated hours of operation for career centers, updated "center type" to reflect CSFL Admin Policy 093 designations. Per this policy and definitions of career center classification, CSB will be adjusting hours of operation of the Palm Bay and Titusville Career Centers to ensure compliance. • Updated to reflect career center credentialing audit, per July 19, 2021 • Updated to reflect C2 GPS as provider of workforce services and youth services • Updated to reflect description of services provided by C2 GPS
ANALYSIS OF NEED & AVAILABLE RESOURCES	<ul style="list-style-type: none"> • Updated economic conditions, including effects of pandemic • Updated Top 10 Public and Private Employers Table • Updated Employment by Industry Table • Updated Historical Key Industry Selection for Brevard Table • Updated 2022-2023 Key Industries Table • Added Top Growing Industries Table from Lightcast™ • Added Top Industries by Projected Employment Growth Rate Table • Added Largest Occupations Table • Added Top Specialized Skills Table from Lightcast™ • Added data and narrative reflecting total population, labor force, labor force participation, unemployment, demographic impacts by age, unemployment by gender, unemployment by race, education, underemployment and individuals with barriers to employment
LOCAL WORKFORCE DEVELOPMENT BOARD STRATEGIC VISION AND GOALS	<ul style="list-style-type: none"> • Revised board structure table • Revised layout of Committees
DESCRIPTION OF STRATEGIES AND PROGRAM SERVICES	<ul style="list-style-type: none"> • Added Eastern Florida State College programs to exceptions for ITAs • Added matrix to identify circumstances in which mechanisms other than ITA accounts can be used to provide training services (CFR 680.320) • Revised Individual Training Account Thresholds for Investment Table, as per scholarship memo Dec. 2021 • Added industry recognized apprenticeship program (IRAP), work experience to work-based training table • Updated On-the-Job Training Thresholds for Investment Table, as per scholarship memo Dec. 2021 • Updated MAPS youth program to reflect two-day training • Added information about "Career Live" workshop efforts in partnership with Adult Ed under youth section • Added new partnerships built with local community organizations under youth section • Added narrative about Metrix learning to provide coursework about leadership to youth • Added narrative about Get There Faster grant as a means to provide education offered concurrently with and in the same context as workforce preparation activities for a specific cluster in youth section • Added narrative to discuss financial literacy education and partnership with United Way under youth section • Added narrative to discuss BuildEd's Entrepreneurial Skills Training under youth section

SECTION of PLAN	SUMMARY OF REVISIONS
	<ul style="list-style-type: none"> • Updated the Juniors to Jobs and Summer Earn and Learn narratives to reflect current success • Added narrative regarding Cocoa Works and City of Titusville • Updated the % of Poverty Table and Graphics under youth section • Added narrative to further address what CSB’s Supportive Services policy covers (types of services, restrictions) • Added narrative to expand upon Re-employment Services • Expanded upon Employer Engagement services to address virtual opportunities, Ask the Recruiter panel • Expanded narrative to discuss Enhancing Apprenticeships work including partnership with apprenticeship training representative, regional partners and efforts conducted locally since 2020.
DESCRIPTION OF THE LOCAL ONE-STOP DELIVERY SYSTEM	<ul style="list-style-type: none"> • Updated Partner Program Contributions Section to Reflect Current Shared Services and Resources • Updated access to services through technology section to reflect extensive enhancements CSB has made since the onset of the pandemic (virtual job fairs, workshops, case management, PandaDoc, Crosswalk Agency Referral Portal, SkillUp Brevard)
COORDINATION OF SERVICES	<ul style="list-style-type: none"> • Updated narrative under Demand Driven System • Updated Working for Brevard Infographic to reflect PY21-22 • Updated narrative and table to reflect new Customer Intake Process (realigned in 2021 to ensure compliance with CSFL AP096) • Updated Coordination of Rapid Response to reflect additional processes implemented for Rapid Response Coordinator to assist businesses • Updated Coordination of Adult Education and Literacy to reflect recent efforts such as Get There Faster, Microsoft Digital Literacy Training Seminars and the Pre-Apprenticeship Program
PERFORMANCE AND EFFECTIVENESS	<ul style="list-style-type: none"> • Added table and narrative to discuss local levels of performance negotiated • Added narrative to reflect mechanisms for collecting feedback from one-stop career center customers