



Board of Directors Meeting

November 17, 2022 – 8:30am

CareerSource Brevard Boardroom Rockledge

If unable to attend in person, join on your computer, mobile app or room device [Click here to join the meeting](#)

Or call in (audio only) [+1 561-486-1414](tel:+15614861414) Phone Conference ID: 588 479 104#

Attendees: Frank Abbate, Shawn Beal, Mary Jane Brecklin, Colleen Browne, Randy Fletcher, Lloyd Gregg (Chair), Nancy Heller, Art Hoelke, Karen Houston, Brian Jaskiewicz, Traci Klinkbeil, Karen Locke, Travis Mack, Nuno Mana, Mike Menyhart, Mark Mullins, Wayne Olson, Kirsten Patchett, Amar Patel, Pamela Reed, Cordell Rolle, Monica Shah, Holly Tanner, and Lynda Weatherman.

Agenda

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

		<u>Page No.</u>
Call to Order	Lloyd Gregg	
Roll Call	Holly Paschal	
New Board Member Introductions	Lloyd Gregg	
Public Comment		
Board Recognitions		
A. Community Partner Engagement Recognition- Brevard County Library System, Wendi Jo Bost	Caroline Joseph-Paul	
B. Job Seeker Recognition	Lois Thomas	
Presentations:		
C. CareerSource Brevard Performance Measures	Jana Bauer	
Action Items:		
A. Related Party Contract- Southeast Petro Distributors Inc.		1
B. Related Party Contract- Rolle IT LLC		2
C. Formula Funding Usage for PY 2022-2023	Marci Murphy	3-4
Consent Action Items:		
D. Board of Directors Meeting Minutes – 8/18/22		5-7
E. Special Board Meeting Minutes – 9/6/22		8
Committee Chair Reports:		
F. Industry Workforce Committee	Mike Menyhart	
G. Career Center Committee	Nancy Heller	
H. Finance Committee	Colleen Browne	
I. President’s Report	Marci Murphy	

Information Items

J. Grow the Resources of the Board	9-13
K. First Quarter Contractor Performance	14-16
L. Primary Indicators of Performance	17
M. Career Center Standards	18-19
N. Quarterly Multimedia Outreach	20-22
O. Financial Reports (Charts 1, 2, & 3)	23-27
P. Committee Meeting Minutes	
a. Executive Committee – 8/1/22 & 8/17/22	28-30
b. Finance Committee – 8/1/22	31-32
c. Industry Workforce Committee – 7/12/22	33-34
d. Career Center Committee – 7/26/22	35-37
Q. Presentations at Committee meetings	38-64

Adjourn

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:**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



November 17, 2022

Action Brief

On the Job Training (OJT), Employed Worker Training (EWT), and Adult Work Experience (AWE) Contract with Board Members

Background

Florida Statute 445.007 and WFI Policy concerning regional workforce board contracting states that any contract between a regional workforce board and a member of that board who may benefit financially or that has any relationship with the contracting vendor must be approved at Board level and reported to WFI, and if over \$25,000 must be approved by WFI prior to executing the contract.

Recommendation

Recognizing that the board convenes on a quarterly basis, and to be able to meet business needs in a timely and efficient manner, staff has worked closely with the employer(s) listed below to identify their currently known and subsequently anticipated OJT, EWT and AWE training needs. Where there certainly may be other opportunities presented at future board meetings, by approving this request today, CareerSource Brevard (CSB) will be able to assist these business customers.

Staff recommends Board approval of the following work-based training contracts expiring on June 30, 2023 or until the funding amount has been reached:

Business Name:	Southeast Petro
Board Member:	Monica Shah
Total Not to Exceed:	\$24,999.00

The maximum amount of training hours (1040 per person) for approximately 5 people was used to determine the maximum available funding. All funding is dependent upon Board and WFI approval, along with availability of funds. Training is for the following types of positions with annual salaries ranging from \$20,000 to \$40,000:

- Administrative Support
- Accounting
- Marketing
- Retail Clerk
- And other positions as identified by the employer

Action

Approve contract recommendations for Southeast Petro for work-based training contracts to be sent to DEO for final approval. *Page 1 of 67*



November 17, 2022

Action Brief

On the Job Training (OJT), Incumbent Worker Training (IWT) Adult Work Experience (AWE), and other Contracts with Board Members

Background

Florida Statute 445.007 and CareerSource Florida (CSF) Policy concerning regional workforce board contracting states that any contract between a regional workforce board and a member of that board who may benefit financially or that has any relationship with the contracting vendor must be approved at Board level and reported to CSF, and if over \$25,000 must be approved by CSF prior to executing the contract.

Recommendation

Recognizing that the board convenes on a quarterly basis, and to be able to meet business needs in a timely and efficient manner, staff has worked closely with the employer(s) listed below to identify their currently known and subsequently anticipated OJT, IWT and AWE training needs. Where there certainly may be other opportunities presented at future board meetings, by approving this request today, CareerSource Brevard (CSB) will be able to assist these business customers.

Staff recommends Board approval of the following work-based training contracts:

Business Name:	Rolle IT, LLC
Board Member:	Cordell Rolle
Total Not to Exceed:	\$50,000

The maximum amount of training hours (1040 hours per person) for approximately 15 people was used to determine the maximum available funding. All funding is dependent upon Board and CSF approval, along with availability of funds. Training is for the following types of positions with annual salaries ranging from \$40,000 – \$70,000.

(Please list the type of training you would like to use for an OJT.)

- **IT Service Technician**
- **Junior System Administrator**
- **Capture Analyst**
- **Other positions as identified by Rolle IT**

Action

Approve contract recommendations for Rolle IT for work-based training contracts to be sent to DEO for final approval.



November 17, 2022

Action Brief

Formula Funding Usage for Program Year (PY) 2022-23

Background

The guidelines for formula funding usage are reviewed every year with the purpose of ensuring that CareerSource Brevard (CSB) is focusing on programs that are the most effective for businesses and the job seekers. This review considers the unemployment rate, other economic factors, previous expenditures, and funding availability for the program year. The focus of the guidelines are the following metrics:

- **Training Mix** which refers to the type of training provided for businesses and job seekers
- **Customer/Trainee Mix** which refers to the employment status of the customer

The following chart provides an overview of Program Year (PY) 2021-2022, guidelines and performance.

PY 2021-2022 GUIDELINES & PERFORMANCE DATA					
Training Mix			Customer (Trainee) Mix		
Type of Training	Goal	Performance	Customer Category**	Goal	Performance
Work Based Training (WBT)*	50%	32%	Unemployed workers	50%	47%
Individual Training Accounts (ITA)	50%	68%	Employed workers	25%	23%
			Underemployed workers	25%	30%

* On the Job Training (OJTs), Work Experience (WE), Incumbent Worker Training (IWT)
 ** Persons listed as employed would be considered by many to be 'underemployed.' A single mom making \$10/hr 40 hours a week is not "low income" and would only be considered underemployed if she was working below her skill level.

The "Guidelines & Performance Data" chart above shows how CSB measured up to the guidelines we created for the last PY. The data shows that we were able to assist more customers in ITA training than Work-based training. The delivery of Work-based training was heavily impacted by the lack of people available for work.

Program Year 2021-2022 proved to be another unique year for workers, job seekers and employers. As the unemployment rate continued to fall in the State of Florida, and more specifically, Brevard County, employers struggled to fill vacancies and retain their existing

workforce. Current trends still show that employers are focused on “growing” their existing workforce through training and upskilling.

Under-performance shown above for Work-Based Training funding was a direct result of the lower unemployed and unengaged workforce. On-the-Job Training (OJT’s), the majority of work-based training contracts, represent new hires, in which there was a shortage of workers since the onset of the pandemic. CSB still managed to spend over \$200k in training contracts to assist Brevard businesses.

For PY 2022-2023, Brevard County’s unemployment rate remains low which equates to less individuals looking for work. Therefore, ITA training offerings are prominent to allow individuals who are underemployed the chance to upskill and lead to more self-sufficient employment opportunities. Programs such as on-the-job training and work experience don’t serve employed workers, therefore in a time of low unemployment, the mix has been adjusted to reflect the focus.

Based on the current conditions and trends, staff believes that the training mix balance should remain with WBT (30%) and ITA (70%) for this PY. This balance will allow flexibility to provide both WBT and ITA’s to assist job seekers and businesses.

For the Trainee Mix, staff is recommending the guidelines remain the same for services to our underemployed and employed workers. Due to the current economic climate that includes a low unemployment rate, we are still seeing a trend with employers to grow and promote their own talent by offering training opportunities for their existing staff. CSB will continue to utilize training funds in a way that best serves both our jobseekers and employers.

Recommendations

Staff recommends the following for the **Training Mix** PY 2022-23:

- 30% Work-based Training (OJTs, Work Experience, Employed Worker)
- 70% Individual Training Accounts (ITA’s)

Staff also recommends the following for the **Job Seeker Customer Mix** for 2022-23:

- 50% on unemployed workers
- 25% on the underemployed
- 25 % on employed worker training

Action

Review and approve Career Center Committee recommended guidelines for PY 2022-23.

CareerSource Brevard
**Board of Directors Meeting
& Annual Retreat**
August 18, 2022

MINUTES

Members in Attendance: Colleen Browne, William Chivers, Randall Fletcher (via virtually), Susan Glasgow, Lloyd Gregg (Chair), Nancy Heller (via virtually), Art Hoelke (via virtually), Brian Jaskiewicz, Jennifer Kenny, Traci Klinkbeil, Mike Menyhart, Mark Mullins, Wayne Olson, Kirsten Patchett (via virtually), Amar Patel, and Lynda Weatherman (via virtually).

Members Absent: Frank Abbate, Shawn Beal, Daryl Bishop, Mary Jane Brecklin, Travis Mack, Pamela Reed, and Terry Schrupf.

Staff Present: Jana Bauer, Julie Berrio, Denise Biondi, John Bonsignore (via virtually), Chakib Chehadi, Ahmanee Collins-Bandoo (via virtually), Marveta Gordon, Linda Hadley (via virtually), Clinton Hatcher, Lynn Hudson, Jodi Jackson (via virtually), Melissa Janssen, Michelle Jones (via virtually), Caroline Joseph-Paul (via virtually), Ryan King, Bob Knippel (via virtually), Thomas LaFlore, Angelina Londono (via virtually), Jessica Mitchell, Marci Murphy, Holly Paschal (via virtually), Sally Patterson (via virtually), Erma Shaver, Marina Stone (via virtually), Kimberly Weatherby, and Kristine Wolff (via virtually).

Guests: James Heckman.

Call to Order: The CareerSource Brevard (CSB) Board Meeting was called to order at 8:30am by Lloyd Gregg.

Public Comment: There was no public comment.

Presentations:

Board Recognitions

Marci Murphy gave an update of the reappointments that were brought to Brevard County Commissioners on July 12, 2022 and explained that none of the reappointments were accepted due to Brevard County Commissioners advising CSB to build a more diverse Board of Directors. Marci Murphy recognized the following board members for their many years of service and dedication to serving as a Board of Director at CareerSource Brevard: William Chivers, Daryl Bishop, Susan Glasgow, Jennifer Kenny, and Terry Schrupf.

Lloyd Gregg gave an overview of the Governor's goals for the Local Workforce Boards in the State of Florida and the efforts of CSB to meet these goals.

Action Items:

Board Member Appointment

At its meeting on August 1, 2022, the Executive Committee reviewed nominations for board membership and recommended the following candidates:

Karen Houston, Field Staff of Space Coast AFL-CIO was recommended to fill the seat vacated by Jennifer Kenny, Space Coast AFL-CIO. Motion to recommend approval of Karen Houston to the Brevard County Commission made by Colleen Browne. Motion seconded by Amar Patel and passed unanimously.

Karen Locke, Chief Operating Officer for Crosswinds Youth Services Inc. was recommended to fill the seat vacated by Lynn Brockwell-Carey. This seat is a mandatory Community-based organization with experience and expertise in addressing youth employment, training or education needs of individuals with barriers to employment. Motion to recommend approval of Karen Locke to the Brevard County Commission made by Mike Menyhart. Motion seconded by Kirsten Patchett and passed unanimously.

Cordell Rolle, Owner, CEO, President of Rolle I.T. LLC. was recommended to fill a business seat. Motion to recommend approval of Cordell Rolle to the Brevard County Commission made by Brian Jaskiewicz. Motion

seconded by Amar Patel and passed unanimously.

Monica Shah, Vice President and Treasurer of Southeast Petro Distributors, Inc. was recommended to fill a business seat. Motion to recommend approval of Monica Shah to the Brevard County Commission made by Mike Menyhart. Motion seconded by Mark Mullins and passed unanimously.

Holly Tanner, Owner, and President of L.H. Tanner Construction. was recommended to fill a business seat. Motion to recommend approval of Holly Tanner to the Brevard County Commission made by Wayne Olson. Motion seconded by Mark Mullins and passed unanimously.

At its meeting on August 17, 2022, the Executive Committee reviewed nomination for board membership and recommended the following candidate:

Nuno Miguel Serraninho Mana, East Coast Regional Manager of Acadian Contractors Inc. was recommended to fill a business seat. Motion to recommend approval of Nuno Mana to the Brevard County Commission made by Brian Jaskiewicz. Motion seconded by Amar Patel and passed unanimously.

All nominations will be sent to the Brevard County Commission for approval.

President's Proposed PY2022-2023 Goals

Marci Murphy reviewed her PY2022-2023 goals, gave an overview of each and how they were created. Lloyd Gregg explained that he is part of the Florida Chair's Alliance which is connected to the Letter Grade goals. Amar Patel asked if there are goals relating to financials and goals pertaining to quality of service. Marci Murphy explained that there are goals relating to quality of service and shared that a presentation regarding the career center efforts will be shared during this meeting as well. The goals had been reviewed and recommended for approval by the Executive Committee at the August 1, 2022, meeting. There was brief discussion on the five goals. Motion to approve the Executive Committee's recommended goals for the President's for PY2022-2023 made by Amar Patel and seconded by Wayne Olson. Motion passed unanimously.

Consent Action Items

Consent action items presented included Board of Director meeting minutes for May 19, 2022. Motion to approve Consent Action Items made by Colleen Browne and seconded by Mike Menyhart. Motion passed unanimously.

Committee Chair Reports

Mike Menyhart gave a report on the Industry Workforce Committee meeting held on July 12, 2022.

Nancy Heller gave a report on the Career Center Committee meeting held on July 26, 2022.

Colleen Browne gave a report on the Finance Committee meeting held on August 1, 2022.

Marci Murphy gave the president's report. Items covered included Primary Indicators of Performance negotiations with the state, 10% Holdback from Training Vendors, Additional Dollars from AARP (25K) to Expand our Program, Apprenticeship Navigator Funds for a SME to Help Expand Apprenticeships, and the Two-Year Modification of our Four-Year Plan.

Presentations:

Caroline Joseph-Paul, Thomas LaFlore, and Denise Biondi presented A Year in Review which consisted of Career Center statistics, Business Services, and Outreach efforts. After Caroline Joseph-Paul's presentation, the board discussed how they can help improve the outcomes of CSB.

Erma Shaver presented Letter Grades which consisted of the seven measures and one extra credit measure that is being used by the State of Florida to measure the Local Workforce Board's performance.

Kimberly Weatherby presented the Rapid Response Program.

Jana Bauer presented the Show Me the Money.

Information Items:

Marci Murphy shared that the Information Items: Grow the Resources of the Board, ITA Vendor Evaluation, Effectiveness of Training, End of Year Contractor Performance, Primary Indicators of Performance, Fact Sheet, Quarterly Multimedia Outreach, Budget Update, Financial Reports, Committee meeting minutes, and Presentations at Committee meetings, may all be viewed on the CSB website.

Presentations:

James Heckman of Department of Economic Opportunity (DEO) presented an overview of Florida’s Labor Market Information. Mr. Heckman frequently referenced Brevard County as the leader in advanced and high-tech manufacturing. Additional references were made regarding Brevard County as one of the leaders in the State of Florida with offering high-skilled high-wage IT positions.

Other Business:

There being no further business, the meeting was adjourned at 11:05am.

Submitted by,

Reviewed by,

(Signature on file)
Holly Paschal

8/22/2022
Date

(Signature on file)
Lloyd Gregg

8/22/2022
Date

CareerSource Brevard
Special Board of Directors
Virtual Meeting
September 6, 2022

MINUTES

Members in Attendance: Mary Jane Brecklin (via virtually), Colleen Browne (via virtually), Lloyd Gregg (Chair) (via virtually), Brian Jaskiewicz (via virtually), Mike Menyhart (via virtually), Mark Mullins (via virtually), Wayne Olson (via virtually), Kirsten Patchett (via virtually), and Pamela Reed (via virtually).

Absent: Randall Fletcher, Travis Mack, Amar Patel, and Lynda Weatherman.

Non-Voting Members in Attendance: Traci Klinkbeil (via virtually).

Non-Voting Members Absent: Frank Abbate, Shawn Beal, Nancy Heller, and Art Hoelke.

Staff Present: Jana Bauer (via virtually), Lynn Hudson (via virtually), Thomas LaFlore (via virtually), Marci Murphy (via virtually), and Holly Paschal (via virtually).

Guests: Chakib Chehadi (via virtually) and Caroline Joseph-Paul (via virtually).

Call to Order: The CareerSource Brevard (CSB) Board Meeting was called to order at 8:30am by Lloyd Gregg.

Public Comment: There was no public comment.

Action Items:

Local Plan 2-year Modification of 4-year Plan

Jana Bauer presented the Local Plan to include the Summary of Revisions and explained the process and the requirements per Department of Economic Opportunity (DEO) as it pertains to CSB's two-year modifications of the four-year plan. Jana also explained DEO's requirement to the change of career center hours of operations to include additional hours. Mike Menyhart asked about the change of operational hours and Marci Murphy explained the background of the hours of operation per DEO.

Motion to recommend approval of Local Plan two-year modification of the four-year plan was made by Mike Menyhart. Motion seconded by Brian Jaskiewicz and passed unanimously.

Other Business:

There being no further business, the meeting was adjourned at 8:50am.

Submitted by,

Reviewed by,

(Signature of File)
Holly Paschal

9/06/2022
Date

(Signature on File)
Lloyd Gregg

9/06/2022
Date



REVISED
10/14/22

Grow the Resources of the Board Report

BOLD Denotes
Revisions or Additions

GRANTS (Federal, State Local Competitive and Non-competitive)				
Resource Information	Amount Awarded	Grant Focus	Current Status	Staff Lead
<p>Grant Name: Health Emergency Dislocated Worker Grants in Response to COVID-19 Outbreak</p> <p>Time Frame: 04/13/20 – 03/31/23</p> <p>Funding Source: USDOL / National Dislocated Worker</p>	\$4,249,999		<p>Additional funding (\$1.25M) was received bringing the total to \$4,249,999. This grant is extended until 31 March 2023 and additional funds are being requested in support of the extension.</p> <p>Staff are working with Aging Matters, Early Learning Coalition, Second Harvest Food Bank, City of Palm Bay Housing Dept., Daily Bread, Central Brevard Sharing Center, Catholic Charities of Central Florida, City of Melbourne Housing & Urban Improvement, Macedonia Community Development, Brevard County Housing and Human Services Department, Community of Hope, Brevard Neighborhood Development Coalition, Habitat for Humanity of Brevard Inc.</p> <p>Total activity:</p> <ul style="list-style-type: none"> • 107 Participants Enrolled • 46 Employment at Exit 	James Watson
<p>Grant Name: Department of Economic Opportunity Community Development Block Grant – Disaster Recovery (DR)</p> <p>Workforce Recovery Training Program Time Frame: 3/01/2020 – 06/30/2023</p> <p>Funding Source: DEO/ HUD/CDBG</p> <p>Partner(s): Listed in Grant</p>	\$2,049,784	The target is low to moderate income individuals. The grant allows CSB expand existing programs to provide training in construction trades, including roofing, masonry, carpentry, concrete finishing, plumbing, HVAC, electricity, heavy equipment operations, carpet laying, glass/window installation, plastering and welding.	<p>RebuildFL United Academy Heavy Equipment and Safety Training Program is currently in its 7th session with a total of 9 participants. Classes are averaging between 9-10 participants each month. The program focuses on Nationally recognized certifications for Earth Moving Equipment, Mobile Elevated Work Platforms, Forklifts, and safety training, including OSHA 10 and Fall Protection.</p> <p>Since its first training cohort in August, the program has had 65 participants with a graduation rate of 83% and will hold its next session in November.</p> <p>Training continues to be held on a monthly basis.</p>	James Watson

GRANTS (Federal, State Local Competitive and Non-competitive)				
Resource Information	Amount Awarded	Grant Focus	Current Status	Staff Lead
<p>Grant Name: USDOL Apprenticeship Expansion Grant – Growing Advanced Manufacturing Apprenticeship Across America (GAMAAA)</p> <p>Time Frame: July 15, 2019 – July 15, 2023</p> <p>Funding Source: HIB Funds; Subrecipient of West LA (CA) Workforce Investment Board</p> <p>Enroll and train 40 jobseekers into AeroFlex Pre-Apprenticeship Program</p>	40 ToolingU Licenses and \$20K for Administration	<p>CareerSource Brevard (CSB) in partnership and collaboration with the West LA (CA) WIB will continue to train jobseekers in a very successful, employer-driven pre-apprenticeship program that has been proven to support industry needs in California and Florida. The Aero-Flex Pre-Apprenticeship program meets the workforce development needs common to our region’s aerospace and aviation manufacturing industry partners. This unique training program provides a Soft Skills component, Core technical learning and Real-World employment via an On-the-Job training option.</p>	<p>CSB has access to 40 Aero-Flex training licenses from ToolingU SME and has expended 12 of them. A Subrecipient Agreement with the South Bay Workforce Investment Board was executed on March 2021 to continue to train jobseekers in the Aero-Flex Program. As of today, we have enrolled 25 jobseekers, 12 of them have completed the online training, and 7 have received the CMFGA Certification. We are well on track to reach our goal.</p>	Thomas LaFlore
<p>Grant Name: Substance Use Disorder (SUD) Navigator Grant</p> <p>Time Frame: 05/06/21-08/31/23</p> <p>Funding Source: DEO Wagner-Peyser 7 (b)</p> <p>Partner(s): Local agencies involved in SUD treatment & services</p>	\$156,520	<p>This grant is provided to support hiring costs for a designated staff member to plan for and provide services for persons with Substance Use Disease (SUD). This person will utilize the funding to establish connections with existing local resources, as well as to address the stigma and barriers for persons with SUD. The overall goal is to assist in moving these customers to self-sufficient employment.</p>	<p>The Substance Use Disorder navigator grant which focuses on serving reentry, substance use, and others impacted by the opioid crisis. This grant provides workforce solutions to support businesses with hiring and retaining workers in recovery or with substance use disorders (SUD) and helps qualifying job seekers obtain employment leading to self-sufficiency. SUD Navigator is to conduct outreach to the local community partners and employers regarding the benefits of “hiring hidden talents.”</p> <p>March 2022-Speaker at SETA Conference</p> <p>April 2022-CSB & Florida Department of Correction hosted 2nd Chance Resource and Job Fair</p> <p>June 2022 Nominated by Melbourne Regional Chamber</p> <p>July 2022 - Featured in 411 on the 321-podcast episode at the Melbourne Regional</p>	Beatrice Boursiquot

GRANTS (Federal, State Local Competitive and Non-competitive)				
Resource Information	Amount Awarded	Grant Focus	Current Status	Staff Lead
			<p>Chamber to discuss the RISE Program</p> <p><i>September 2022 –</i> Keynote speaker – Melbourne Regional Chambers – Hiring Hidden Talent Speaker @ Workforce Professional Development Summit 2022- 24 regions 1st Annual Brevard Recovery Festival</p> <p>October 2022- National Night Out – Community Outreach</p>	
<p>Grant Name: “Get There Faster” Salesforce Academy Program Grant</p> <p>Time Frame: 10/01/21 – 09/30/23</p> <p>Funding Source: CareerSource Florida</p> <p>Partner(s): Brevard Public Schools Adult and Community Education, Brevard Public Schools Career and Technical Education, PepUp Tech</p>	\$923,305.97	<p>This grant is provided to support low-income returning adult learners and youth to connect them with industry-driven credentials. PepUp Tech is a training provider that will offer cohort-based training in Salesforce skill development, a highly desired skillset in the current workforce on a nationwide scale. The grant will fund up to 50 participants for training, work experience and supportive services.</p>	<p>Salesforce training to WIOA eligible adults and youth has held 3 Cohorts with a total of 35 Enrolled and 11 Graduated and 2 Cohorts are still in-session. Interested students will begin a 12-week internship while seeking full-time employment - if not snagged up during the internship! 2 are currently in an internship role. Information sessions about this grant program continue weekly, and the next cohort starts January 9, 2023. Participants can choose to attend courses virtually at their residence or under supervision of an instructional aide at Brevard Adult & Community Education’s South Area Educational Center in Melbourne.</p>	Amberstar Bush

UNRESTRICTED REVENUES (Non-governmental funding, Fee for service, Foundation and Corporate giving programs)				
Resource Information	Amount Awarded	Grant Focus	Current Status	Staff Lead
<p>Grant Name: Ticket to Work (TTW) Program</p> <p>Time Frame: Indefinite</p> <p>Funding Source: Social Security Administration</p> <p>Partner(s): Vocational Rehabilitation</p>	\$322,357 To Date	<p>Focused on eligible TTW customers who want to return unsubsidized employment using the Employment Network (EN).</p>	<p>There was one new TTW participants in the 4th quarter PY 21-22. We received payments of \$2,945 for 21-22 for a cumulative total of \$322,357.</p> <p>Staff continue to collaborate with eligible customers who are interested in work or training. EN continues to progress at a modest pace. A slight uptick in July lends to a more promising 22-23.</p>	James Watson

UNRESTRICTED REVENUES (Non-governmental funding, Fee for service, Foundation and Corporate giving programs)

Resource Information	Amount Awarded	Grant Focus	Current Status	Staff Lead
<p>Grant Name: Tobacco Free Florida</p> <p>Time Frame: Indefinite</p> <p>Funding Source: Bureau of Tobacco Free Florida</p> <p>Partner(s): Florida Department of Health</p>	<p>\$54,196.50 To Date</p>	<p>The Bureau of Tobacco Free Florida (BTFF) partners with Florida RWB's to promote the "3 Free and Easy Ways to Quit" program to help clients quit tobacco and improve their employability. While this program is available free to all Florida residents, the Department of Health targets workforce clients and reward LWDB's for each client referral.</p>	<p>This agreement provides unrestricted revenue.</p> <p>Receipts for PY22-23 first quarter- (07/1/22-09/30/22) is \$150.00.</p>	<p>Marina Stone</p>
<p>Grant Name: Healthcare Sector Strategy</p> <p>Time Frame: 7/1/16 – 9/30/2022</p> <p>Funding Source: Private Sector</p> <p>Partner(s): A variety of health care employers, training vendors and others.</p>	<p>\$728,962 To Date In 6th year</p>	<p>Employ a Healthcare Sector Strategist to coordinate Healthcare Sector Strategy to facilitate solutions for current workforce needs, projections for workforce issues over the next five years, and resources to meet both long and short term goals as established by the industry as a whole.</p>	<p>Progress made to Addendum 7 grant goals:</p> <ul style="list-style-type: none"> • Administered 0 Healthcare On-the-job training agreement. • Implemented the Nursing Faculty talent attraction social media campaign, which resulted in 1 follow up phone call and 2 application submissions. "no updates, grant ended 9/30/2022" • 4 more competitive scholarships were awarded to Educare Envision College of Nursing (EECN) students. EECN is now a WIOA eligible training provider and has had their Practical Nursing program approved for scholarship. • Placed an ad on the Upfront Tuition Match in Brevard Business News and made presentations on employee development resources to Florida Senior Living Association, Brevard Association of Human Services and Florida Health Care Association, but have not awarded a match to date. "no updates, grant ended 9/30/2022" 	<p>Jodi Jackson</p>
<p>Grant Name: Wells Fargo Supportive Services for Community Empowerment</p> <p>Time Frame: 10/01/2018 - 11/01/2021</p>	<p>\$20,000</p>	<p>The focus of this grant is to assist participants in our program with support services needed to ensure successful job placement. Services can consist of transportation assistance, clothing to create a</p>	<p>CSB has moved to a reloadable cash card tracking system for these incentives. To date, \$1,400 remain in available funds for incentives.</p>	<p>Jana Bauer</p>

UNRESTRICTED REVENUES (Non-governmental funding, Fee for service, Foundation and Corporate giving programs)

Resource Information	Amount Awarded	Grant Focus	Current Status	Staff Lead
Funding Sources: Wells Fargo Partners(s): NA		good first impression, and test preparation fees, etc.		
Grant Name: AARP BTW50+ Skill Accelerator 50+ Workforce Initiative Time Frame: 12/16/2021 – 7/31/2022 Funding Sources: AARP Foundation Training Partner: PepUp Tech	\$30,000	This grant focuses on providing skills training for BTW50+ participants and alumni by creating a certification focused short-term training program to help them get on the pathway to high quality, in-demand jobs. According to 10K, the established market demand growth for Salesforce talent grew by 328% for North America, from 2020 to 2021. Funds will be provided to support instructional costs for BTW50+ participants and alumni to gain valuable digital skills training, through SkillUp Brevard, as a precursor to entering a small, exclusive cohort-style Salesforce System Administrator Training Program operated by PepUp Tech.	CSB acquired 23 participants for the program's Phase 1, SkillUp Brevard, and chose 10 people to move onto Phase 2, Salesforce Academy, based on the scores earned from the pre-selected required courses chosen in collaboration with PepUp Tech and Metrix Learning. A total of 9 individuals successfully completed the Phase 2 Salesforce Academy and 3 individuals are currently in paid internships. One individual completed an internship and the employer was impressed enough that she was offered a permanent, full-time position starting at \$70k!	Jana Bauer



November 17, 2022

Information Brief

First Quarter Contractor Performance PY 2022-2023

Background

The CSB Workforce Operations (Career Centers) contract is cost reimbursement for direct program costs; however, profit is withheld from the Contractor until measurable performance outcomes are achieved. Payments of withheld costs are available to the Contractor to earn on a quarterly basis. Payment of withheld profit uses a performance measurement model based on the following elements:

- **Element A:** Contractor must meet minimum performance on 80% of the measures (14 of 17 for quarters 1 & 2, 16 of 20 for quarter 3 and 17 of 21 for quarter 4)
- **Element B:** Contractor must meet accelerated performance on 50% of the measures (9 of 17 for quarters 1 & 2, 10 of 20 for quarter 3 and 11 of 21 for quarter 4)
- **Element C:** Meeting or exceeding a minimum score of 75 on a Board performance evaluation related to programmatic monitoring results.

PY 2022-23 Performance Results

The Contractor has not met the required number of measures to be eligible to earn dollars for Element A. They were successful in exceeding the performance criteria to be paid on Element B.

Elements of Contractor Performance Earnings - PY 22-23						
Measures						
Objective/Criteria	Minimum	Accelerated	1st Quarter	2 nd Quarter	3 rd Quarter	4 th Quarter
WIOA Adult Measures						
Adult Entered Employment Rate	90%	95%	Exceeded (100%)			
Adult Average Wage at Placement	107% (\$17.01)	111% (\$17.73)	Exceeded (121.6%)			
Adult Retention at 12 Months	86%	88%	Exceeded (89.3%)			
Adult Credential Attainment Rate	77%	79%	Exceeded (84.8%)			
Adult Measurable Skills Gain	Q1 - 45% Q2 - 55% Q3 - 65% Q4 - 77%	Q1 - 50% Q2 - 60% Q3 - 70% Q4 - 79%	Missed (21.7%)			
WIOA Dislocated Worker Measures						
Disl. Wkr. Entered Employment Rate	90%	95%	Exceeded (100%)			
Disl. Wkr. Average Wage At Placement	143% (\$22.75)	150% (\$24.00)	Exceeded (253.3%)			
Disl. Wkr. Retention at 12 Months	90%	92%	Missed (88.9%)			

Elements of Contractor Performance Earnings - PY 22-23						
Measures						
Objective/Criteria	Minimum	Accelerated	1st Quarter	2 nd Quarter	3 rd Quarter	4 th Quarter
Disl. Wkr. Credential Attainment Rate	72%	75%	Exceeded (90.5%)			
Disl. Wkr. Measurable Skills Gain	Q1 - 55% Q2 - 60% Q3 - 70% Q4 - 75%	Q1 - 60% Q2 - 65% Q3 - 75% Q4 - 80%	Missed (33.3%)			
WIOA Youth Measures						
Youth Entered Employment Rate	90%	95%	Exceeded (100%)			
Youth Average Wage At Placement	68.3% (\$10.90)	70% (\$11.15)	Exceeded (97.9%)			
Youth Retention at 12 Months	81.5%	83%	Exceeded (83.3%)			
Youth Credential Attainment Rate	70%	73%	Missed (56.7%)			
Youth Measurable Skills Gain	Q1 - 40% Q2 - 50% Q3 - 60% Q4 - 65%	Q1 - 45% Q2 - 55% Q3 - 65% Q4 - 68%	Missed (17.2%)			
Wagner Peyser Measures						
WP Entered Employment Rate	36%	38%	Exceeded (39.6%)			
WP Average Wage at Placement	72% (\$11.44)	76% (\$12.15)	Exceeded (102.1%)			
Welfare Transition Measures						
Entered Employment Rate	TBD	TBD				
Reduction in Public Assistance	TBD	TBD				
Training Services						
Training Enrollment Rate	TBD	TBD				
Grants and Special Projects Measured Annually						
Performance on Special Projects and Grants	80%		N/A	N/A	N/A	N/A

Element A				
Met the minimum percentages set on 14 out of 17 (Q1 & Q2), 16 out of 20 (Q3) and 17 out of 21 (Q4) Performance Measures established in Attachment F	No – Met Minimum on 12 of 17			

Element B				
Met the accelerated percentages set on 9 out of 17 (Q1 & Q2), 10 out of 20 (Q3) and 11 out of 21 (Q4) established in Attachment F	Yes – Met Accelerated on 12 of 17			
Element C				
Met a minimum score of 75 or higher on the CSB performance evaluation related to the annual state programmatic monitoring results	N/A			

Performance Measure Revisions for PY 22-23

The performance measures for PY 22-23 have been redesigned to better align with the Letter Grade Performance that has been established at the State.

While many of the measures have remained the same, three (3) measures focused on Measurable Skills Gains have been redefined and calculations methods updated, and three (3) measures focused on Credential Attainments have been added. These revisions ensure positive performance results on Federal measures and on the Letter Grades.

Board staff reviewed all existing measures to analyze and identify which measures may be either hurting or having little impact on our letter grade performance. Such measures were removed to allow focus in the most effective areas. These measures included Customer Engagement, New Job Seekers and Referral to Placement Ratio.

We are developing three additional measures (Reduction in Public Assistance, Welfare Transition Entered Employment, Training Enrollment) to be added by the end of the second quarter pending the availability of additional information on calculation method and data sources from the state.

First Quarter Performance is typically lower in some areas due to the nature of the measures and this is definitely the case for the Measurable Skills Gain Measures and the Youth Credential Attainment as skills are not generally obtained early on in training programs.

Retention Measure for Dislocated Workers was also missed this first quarter. One customer had a negative impact on this measure because they could not be located for follow-up.

Staff will continue to monitor, analyze and report performance in all areas. Customers Served, Entered Employment Rates and Retention Rates will remain a focus for the next few months.

Information Brief

Primary Indicators of Performance

Background

Common Measures were established under Workforce Investment Act (WIA) and are still required by the Workforce Innovation and Opportunity Act (WIOA). While incentive monies will not be tied to meeting these common measures, there are sanctions tied to missing the same measure two years in a row to include completing a Performance Improvement Plan. New contractor measures have been designed to closely match most of the federal measures maintaining the focus on performance in these areas.

Below is the most recent report that shows past performance along with our actual performance through the 4th quarter of PY 2021-22. Also shown are our goals for PY 2021-22 and the newest goals for PY 2022-2023. All performance goals were met or exceeded for the 4th quarter.

July 2021-June 2022 Performance

Primary Performance Indicator (PPI)	Performance 2019-2020	Performance 2020-2021	PY 21-22 4th Quarter Performance	PY21-22 Performance Goals	PY22-23 Performance Goals
Adults:					
Entered Employment Rate (2 nd Qtr. after Exit)	89.1%	88.9%	83.5%	86.50	90.4
Employment Retention Rate (4 th Qtr. after Exit)	87.0%	88.50%	92.6%	85.50	86.1
Median Earnings (2 nd Qtr. after Exit)	\$8,097	\$8,745	\$8,927	\$7,600	\$8,837
Credential Attainment Rate	78.7%	85.2%	82.9%	72.0	77.0
Measurable Skills Gain	N/A	75%	75.0%	49.0	75.0
Dislocated Workers:					
Entered Employment Rate (2 nd Qtr. after Exit)	91.8%	87.9%	93.9%	87.0	90.1
Employment Retention Rate (4 th Qtr. after Exit)	88.7%	92.4%	86.3%	85.0	90.2
Median Earnings (2 nd Qtr. after Exit)	\$10,174	\$12,574	\$10,006	\$7,500	\$11,831
Credential Attainment Rate	61.1%	69.4%	89.3%	70.0	72.2
Measurable Skills Gain	N/A	83.0%	79.3%	49.0	75.0
Primary Performance Indicator (PPI)	Performance 2018-2019	Performance 2019-2020	PY 21-22 3 rd Quarter Performance	PY21-22 Performance Goals	PY22-23 Performance Goals
Youth Common Measures:					
Entered Employment Rate (2 nd Qtr. after Exit)	80.2%	82.6%	80.2%	79.5	83.5
Employment Retention Rate (4 th Qtr. after Exit)	85.6%	78.5%	85.7%	77.0	81.5
Median Wage 2nd Quarter After Exit	N/A	\$3,643	\$4,423	\$3,300	\$3,855
Credential Attainment Rate	70.3%	73.0%	73.9%	76.5	70.0
Measurable Skills Gain	N/A	66.2%	75.0%	46.5	65.3
Wagner-Peyser:					
Entered Employment Rate (2 nd Qtr. after Exit)	68.8%	61.9%	63.8%	65.0	65.6
Employment Retention Rate (4 th Qtr. after Exit)	65.4%	62.9%	63.0%	64.2	64.2
Median Earnings (2 nd Qtr. after Exit)	\$5,459	\$5,468	\$6,152	\$5,100	\$6,002
Not Met (less than 90% of negotiated)	Met (90-100% of negotiated)		Exceeded (greater than 100% of negotiated)		

Information Brief

PY 22-23 Career Center Standards Review

Background

The Career Center Standards is a review instrument adopted by the Board to assess our One-stop operator for compliance. The Workforce Innovation and Opportunity Act (WIOA) established criteria that must be reviewed by the State and the Local Region that address effectiveness, physical and programmatic accessibility, and continuous improvement of one-stop centers. Those changes were incorporated into the tool used for the current review.

Discussion

Overall Rating – PY 22-23 Rating is 100%. Each Career Center was rated in five (5) key quality indicator areas:

- **Poster & Signage** verifies that all Federal and State required posters are properly displayed.
- **Job Seeker Services** verifies that available services, tools and other resources are properly identified and readily available to job seeker.
- **General Services** verifies that options are available for customers (job seeker and employer) to receive the full range of services identified by regulation.
- **Employer Services** verifies that employers receive personalized access to available services such as recruitment, referral, candidate screening, follow-up, etc.
- **General Staff & Operations** verifies that staff has the tools necessary to perform their assigned duties, including training, regular communication and a positive operational environment that encourages teamwork. This includes verification that proper logos are used in all internal/external communications.

The contractor continues to demonstrate a strong commitment to provide all-inclusive, consistent services across all centers. This is evident in a perfect review at all three centers. Reviews were conducted virtually and site visits kept to a minimum as that was found to be a more viable option. All elements were still reviewed, and Career Centers have exhibited consistent services and appearances throughout the County. In person services have resumed with some virtual services still being made available to jobseeker and employer customers.

It was noted during the review that the Titusville location does not have services set up by communities; however, it was also noted that this is due to a smaller space and separation into communities is not feasible.

The PY 22-23 performance measures do not include a measure for Career Center Standards so there is no money attached to the performance on this review. The review is conducted annually to comply with state requirements and presented for committee information only.

Results Summary Current and Historical

PY 22-23

	Overall	Palm Bay	Rockledge	Titusville
Total Rating	100%	100%	100%	100%
	Overall	Palm Bay	Rockledge	Titusville
Posters & Signage	100.0%	100.0%	100.0%	100.0%
Job Seeker Services	100.0%	100.0%	100.0%	100.0%
General Services	100.0%	100.0%	100.0%	100.0%
Employer Services	100.0%	100.0%	100.0%	100.0%
General Staff & Operations	100.0%	100.0%	100.0%	100.0%

PY 21-22

	Overall	Palm Bay	Rockledge	Titusville
Total Rating	99.3%	99.3%	99.3%	99.3%
	Overall	Palm Bay	Rockledge	Titusville
Posters & Signage	100.0%	100.0%	100.0%	100.0%
Job Seeker Services	97.4%	97.4%	97.4%	97.4%
General Services	100.0%	100.0%	100.0%	100.0%
Employer Services	100.0%	100.0%	100.0%	100.0%
General Staff & Operations	100.0%	100.0%	100.0%	100.0%

PY 20-21

	Overall	Palm Bay	Rockledge	Titusville
Total Rating	98.9%	99.6%	100.0%	100.0%
	Overall	Palm Bay	Rockledge	Titusville
Posters & Signage	96.7%	93.3%	98.3%	100.0%
Job Seeker Services	99.4%	100.0%	100.0%	97.1%%
General Services	100.0%	100.0%	100.0%	100.0%
Employer Services	100.0%	100.0%	100.0%	100.0%
General Staff & Operations	100.0%	97.9%	100.0%	100.0%

PY 19-20

	Overall	Palm Bay	Rockledge	Titusville
Total Rating	99.9%	99.6%	100.0%	100.0%
	Overall	Palm Bay	Rockledge	Titusville
Posters & Signage	100.0%	100.0%	100.0%	100.0%
Job Seeker Services	100.0%	100.0%	100.0%	100.0%
General Services	100.0%	100.0%	100.0%	98.5%
Employer Services	100.0%	100.0%	100.0%	100.0%
General Staff & Operations	99.7%	97.9%	100.0%	100.0%



Quarterly Multimedia Outreach July-Sept. 2022)

OWNED Media

CSB “owned” multi-channel media tactics (social media, direct email, video, print, and web) are used daily to educate and inform target audiences about its mission, and the benefits of its no-cost programs and services.

View social media efforts by following us!

<https://www.linkedin.com/company/careersourcebrevard/>

<https://www.facebook.com/careersourcebrevard>

<https://twitter.com/csbrevard>

<https://www.youtube.com/user/careersourcebrevard>

https://www.instagram.com/careersource_brevard/

Jobseeker services messaging. *Share with jobseekers and referring partners: legislators, community & workforce, and media.*

- **Daily promotions:** Hot Jobs, virtual and in-person workshops, job fairs, recruiting events, skills training, supportive services and resources, career tips, jobseeker success stories & testimonials.
- **Quarterly highlights:** Hannah: Jobseeker Success story, Young Adult program, AARP Foundation back to work 50+, SkillUp training for jobseekers, Virtual Job Fair, Salesforce training with PepUp Tech, RISE program, Rebuild Florida Construction Training grant, Job fairs in partnership with Brevard County, Brevard Adult Education and DCF.

Business services messaging. *Share with employers and referring partners: legislators, community & workforce, and media.*

- **Daily promotions:** virtual and in-person business learning events, CSB-hosted recruiting events, talent attraction job fairs, employee retention skills training, supportive services and resources, grant and collaborative partner news, employer success stories & testimonials. These efforts support CSB’s Sector strategy initiatives (Aerospace/Advanced Manufacturing, Information Technology, Hospitality, Healthcare, and Construction)
- **Quarterly highlights:** State 9M Florida Atlantic Workforce Alliance grant announcement, SkillUp training for employers, CSB engagement in the Annual Workforce Education Summit, Virtual Job Fair, Healthcare Consortium, Tobacco Cessation program, Soft Skills, and SkillUp Brevard (Metrix Learning) training to create qualified candidates and retain existing staff.

EARNED Media

“Earned” media is the result of relationship building with traditional media outlets as well as community and workforce partners, and customers and employers who have a following CSB can provide services to. This no-cost media expands CSB’s opportunity to raise awareness of its no-cost programs and services.

Print, broadcast, and digital media coverage quarterly highlights:

- **Florida Today** --- requesting workforce data/information/quotes for news related to Brevard’s economy.
 - **Labor Market information:**
<https://www.linkedin.com/feed/update/urn:li:activity:6971472489965051904/>

Quarterly Multimedia Outreach July-Sept. 2022)

	<ul style="list-style-type: none"> ○ Brevard employers face hurdles of tight labor market in filling vacancies https://www.floridatoday.com/story/money/business/2022/09/01/brevard-county-health-first-brevard-schools-get-creative-fill-jobs/7895486001/ ● Brevard Business News: Article on Business services and Tri-regional construction Apprenticeships career fair ● EverythingBrevard.com: Brevard Adult Ed’s Solid Works pre-apprenticeship program ● 98.5 The Beach radio: Daily run of CSB hot jobs ● Melbourne Regional Chamber: Beatrice Boursiquot, RISE and BRW program coordinator shares program benefits on podcast: https://www.melbourneregionalchamber.com/podcast/ ● Google Ad Grant program: Reaching hidden and underemployed talent. CSB is a qualifying nonprofit who maintains 5% ad engagement to receive no cost display ads valued up to 10k/mo.
<p>PAID Media</p>	<p><i>Buying media allows CSB to reach jobseekers beyond those familiar with our services.</i></p> <p>Paid media campaigns this quarter included:</p> <ul style="list-style-type: none"> ● Video Success stories, Hannah, one of 5 videos created for multimedia use. https://www.youtube.com/watch?v=uLGC_AZI0II ● Department of Motor Vehicles waiting room videos: ReBuild Florida Construction Training Grant, General jobseeker programs and services. ● Brevard Public School’s “Headlines” e-newsletter ads: Florida Rebuild Construction Training Grant, General jobseeker programs and services ● Space Coast Area Transit (SCAT) interior bus ads: ReBuild Florida Construction Training Grant program, General Jobseeker programs and services. ● Print collateral: ReBuild Florida Construction Training Grant program direct mailers.
<p>State-Funded Media</p>	<p><i>Florida’s cooperative outreach program supports Florida’s workforce system by offering a unified brand, outreach toolkit and annual outreach campaigns to help promote workforce programs and services to targeted audiences.</i></p> <ul style="list-style-type: none"> ● Issues management roadmap with messaging Boards can use to communicate with staff, partners, and media when sensitive business issues arise. ● Services Video General State workforce services with the CSB logo https://www.youtube.com/watch?v=MESyxwYpue8 ● Employer engagement advertising campaign: display ads (video or text banner ads) on targeted websites designed to raise awareness of business services, engage customers, and connect them with addresses and phone numbers to our 3 career centers. Extended run through September.
<p>Community Partner Outreach & Engagement</p>	<p><i>Additional outreach efforts not detailed in this report, or the committee goals matrix include efforts to support Brevard’s workforce, economic, education, business, and community partners.</i></p>

Quarterly Multimedia Outreach July-Sept. 2022)

- **Sharing partners' workforce news** with jobseekers, employers, community, and workforce partners via social media and email media.
- **Annual Workforce Professional Development Summit:** Staff gave presentations to statewide workforce partners: LinkedIn, Multi-channel Social Media management, Becoming a Brand Ambassador, Working with Second Chance jobseekers and jobseekers in recovery, Leadership, Increase participation in Welfare Transition, How to get the interview and more...
- **Melbourne Chamber Unlocking our Potential Through People: Workforce, Innovation, and Entrepreneurship Retreat:** Marci Murphy and CSB Board member Dr. Mullins participate in a panel sharing data on the labor shortage and talent attraction and retention strategies.
- **Melbourne Chamber Small Business Council meeting and Melbourne Chamber Podcast:** CSB's RISE program coordinator, Beatrice Boursiquot presented the RISE Re-Entry to employment and the Brevard Recovery programs.

Website

Daily nurturing of the CSB home site is required to maintain good Search Engine Optimization (SEO).

Industry-relevant posts, fresh content, refinements to highest performing keywords and messaging:

- Monthly news posts: <https://careersourcebrevard.com/news>
- Addition of Community Resources: <https://careersourcebrevard.com/career-services/community-resources/>
- Addition of Digital Literacy Resources: <https://careersourcebrevard.com/career-services/digital-literacy-resources/>
- Ongoing updates to website menu and pages with the newly-formed communications committee

Web Analytics

- Top viewed pages (same as last quarter): Hot Jobs, SSI Calculator (Ticket to Work), and Career Services landing page.
- Average monthly unique visitors, so far for this program year: 11,367
- 450 visitors referred to CSB website from Google Ad grant
- Top referring website: CareerSource Florida, due to state-wide ad campaign
- Top referring social media site: Facebook



November 17, 2022

Information Brief

Financial Reports

Background

The three reports that follow this brief will provide the Finance Committee with the status of CareerSource Brevard's (CSB) funding, budgets, and expenditures for the fiscal period beginning on July 1, 2022 and ending on September 30, 2022.

Report Descriptions

CSB BUDGET TO ACTUAL REPORT (ATTACHMENT 1)

The report provides a comprehensive analysis of funding and spending in the first quarter of program year 2022-2023 as follows:

- Displays all grant revenues for the current year, including carry-in funding from the prior year, current year grant awards, and planned carryover for the next program year. Major funding streams are detailed in separate columns.
- The annual budget and cumulative expenditures are summarized into eight major categories: (1) staff salaries and fringe benefits; (2) program operations and business services costs; (3) infrastructure and maintenance related costs; (4) IT and technology related costs; (5) contracted service provider costs; (6) customer training activities; (7) customer support services; (8) indirect costs.
- Expenditures are displayed in separate columns for each major funding stream. Total expenditures and percentages of the annual budget expended within each category are also shown.
- Actual indirect costs incurred to date are shown in the right column for each expenditure category. The total indirect cost applied to the grants using our federally negotiated indirect cost rate is deducted at the bottom of the column to arrive at the surplus or deficit indirect cost recovered to date.

CSB FISCAL DASHBOARD INDICATORS (ATTACHMENT 2)

- Displays the number of individuals identified as placed in EFM or found in Department of Revenue New Hire data, as reported on the DEO Monthly Management Report.

- Displays the number of job seekers in EFM who have not received a reportable service in the last 90 days, as reported on the DEO Monthly Management Report.
- Displays the total number of advertised occupations for each month, as reported on the Help Wanted OnLine Monthly Job Demand Report.
- Calculates the CSB total monthly spending per job placement (total monthly expenditures divided by total monthly job placements).
- Displays the quarterly calculations for required spending caps:
 - 1) Administration – limited to 10% of expenditures at year-end
 - 2) ITA Spending – minimum of 30% of expenditures at year-end
 - 3) Youth Spending – minimum of 75% for out-of-school youth

CSB FEE FOR SERVICE ACTIVITIES (ATTACHMENT 3)

- Reports current balance of unrestricted funds available.
- Displays revenue, expenses and the resulting profit or loss for each Fee for Service project in the current year (since July 1).
- Calculates each revenue and expense category as a percentage of total revenue earned for each revenue and expense category.



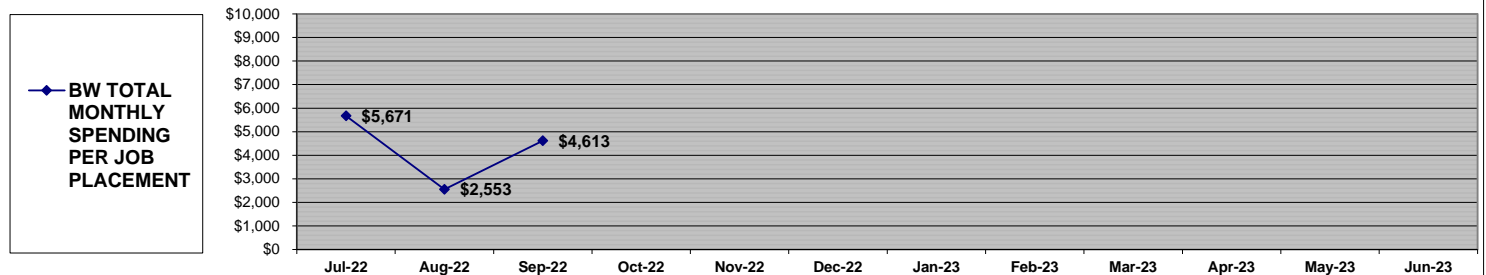
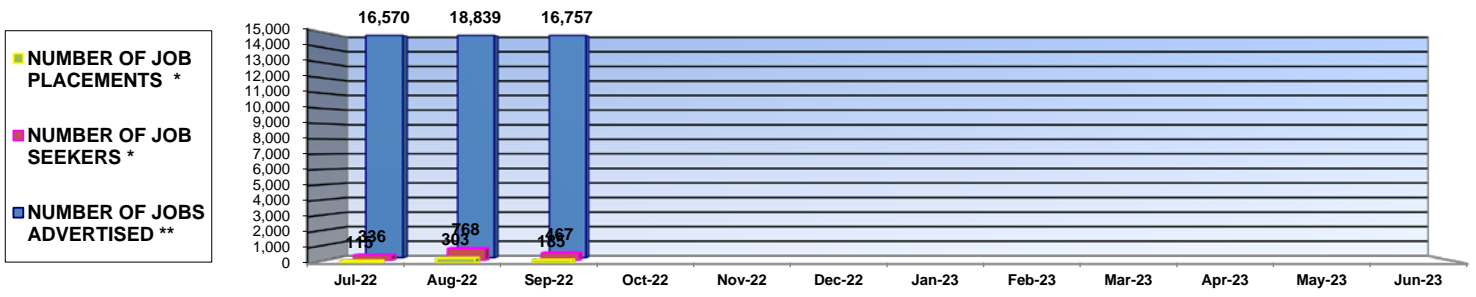
Budget to Actual Report

As of September 30, 2022

Revenue PY 2022 - 2023	Annual Budget	WIOA Adult	WIOA Youth	WIOA Disl Wkr	Welfare Transition	NEG Grants	Other Grants	INDIRECT POOL
Carry In Funds From PY 21 - 22	384,085	155,370	-	49,855	178,860	-	-	
PY 22 - 23 Base Awards	9,398,100	759,459	655,959	647,003	1,259,647	2,404,203	3,671,829	
PY 22 - 23 Supplements / Transfers	691,815	700,000	-	(458,185)	450,000	-	-	
Award Total - Available Funds	10,474,000	1,614,829	655,959	238,673	1,888,507	2,404,203	3,671,829	
LESS planned Carryover For PY 23 - 24	-	-	-	-	-	-	-	
Total Available Revenue	10,474,000	1,614,829	655,959	238,673	1,888,507	2,404,203	3,671,829	

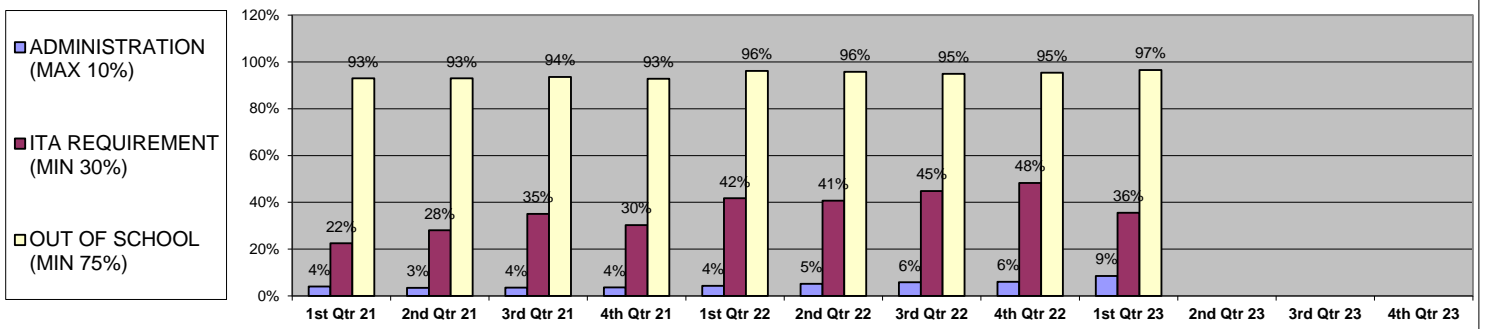
Expenditures								Total Expenditures - 9/30/22	% of Budget - 9/30/22	
Staff Salaries/Fringe Benefits	1,401,800	48,606	27,620	10,401	72,328	63,837	104,570	327,362	23.4%	154,334
Program Operations/Business Services	1,207,200	13,440	7,637	2,877	20,000	17,653	28,916	90,522	7.5%	29,921
Infrastructure/Maintenance Related Costs	854,300	26,678	15,160	5,709	39,698	35,038	57,394	179,677	21.0%	8,730
IT Costs/Network Expenses	411,100	8,628	4,903	1,846	12,839	11,332	18,564	58,112	14.1%	908
Contracted One-Stop Services	3,569,000	163,369	119,896	16,932	271,520	108,455	215,535	895,707	25.1%	-
Customer Training Activities	2,198,100	180,372	4,218	5,833	19,630	157,161	123,237	490,451	22.3%	-
Customer Support Services	100,000	3,445	5,062	225	6,560	-	4,501	19,793	19.8%	-
Indirect Cost (Budgeted at 7% of Direct)	732,500	40,654	10,109	4,425	27,547	42,606	68,552	193,893	26.5%	(193,893)
TOTAL EXPENDITURES	10,474,000	485,192	194,605	48,248	470,122	436,082	621,269	2,255,517	21.5%	-
REMAINING AVAILABLE FUNDS		1,129,637	461,354	190,425	1,418,385	1,968,121	3,050,560			
% OF FUNDS EXPENDED BY GRANT THROUGH 9/30/22		30.0%	29.7%	20.2%	24.9%	18.1%	16.9%			

MONTHLY JOBS REPORT & BW SPENDING PER JOB PLACEMENT



* Source - DEO Monthly Management Reports
 ** Source - HWOL Monthly Job Demand Reports

ANNUAL SPENDING CAPS BY QUARTER



PROGRAM SPENDING:											
ADMINISTRATION (MAX 10%)	141,733	265,662	391,282	541,892	151,800	313,374	485,854	678,148	193,893		
PROGRAM ACTIVITIES	3,406,579	7,349,980	10,565,082	14,532,965	3,373,255	5,690,997	7,883,208	10,647,132	2,085,113		
CUSTOMER SPENDING:											
STATE ITA COSTS (MIN 30%)	110,878	217,060	420,757	699,459	156,560	267,019	459,397	639,159	166,003		
OTHER PROGRAM COSTS	382,653	556,526	780,536	1,609,109	218,239	389,341	565,417	685,024	300,929		
YOUTH SPENDING:											
IN-SCHOOL	16,784	13,071	29,987	46,927	6,131	12,987	24,277	30,364	6,362		
OUT-OF-SCHOOL (MIN 75%)	221,929	172,829	439,803	603,788	153,264	296,093	450,860	624,636	178,134		



CURRENT YEAR FEE FOR SERVICE ACTIVITIES (7/1/2022 - 9/30/2022)

Unrestricted Balances: Cash on Hand \$224,280 Certificates of Deposit \$76,352 Total \$300,632

	Healthcare Ambassador Program % of Revenue		AARP BTW 50+ & Skills Accelerator % of Revenue		Cocoa Works Program % of Revenue		Ticket to Work & TFF Programs % of Revenue		Foundation Grants & Other Fee for Service Activities % of Revenue		TOTALS % of Revenue	
Revenue												
Grant Awards	\$ 18,881	100.0	\$ 15,000	100.0	\$ -	-	\$ -	0.0	\$ -	0.0	\$ 33,881	89.3
Contract Revenue	-	0.0	-	0.0	-	-	-	0.0	-	0.0	-	0.0
Sponsorship Revenue	-	0.0	-	0.0	-	-	-	0.0	-	0.0	-	0.0
Donated Revenue	-	0.0	-	0.0	-	-	-	0.0	-	0.0	-	0.0
Charges For Services	-	0.0	-	0.0	-	-	3,994	100.0	-	0.0	3,994	10.5
Website Licenses	-	0.0	-	0.0	-	-	-	0.0	-	0.0	-	0.0
Interest Earnings	-	0.0	-	0.0	-	-	-	0.0	53	100.0	53	0.1
Total Revenue	\$ 18,881	100.0	\$ 15,000	100.0	\$ -	-	\$ 3,994	100.0	\$ 53	100.0	\$ 37,928	100.0
Expenses												
Personnel	\$ 7,739	41.0	\$ 5,400	36.0	\$ -	-	\$ -	0.0	\$ -	0.0	\$ 13,139	34.6
Travel / Training	-	0.0	-	0.0	-	-	-	0.0	-	0.0	-	0.0
Outreach	-	0.0	-	0.0	-	-	-	0.0	-	0.0	-	0.0
Software	-	0.0	-	0.0	-	-	-	0.0	-	0.0	-	0.0
Supplies	250	1.3	-	0.0	-	-	-	0.0	916	1728.3	1,166	3.1
Equipment	-	0.0	-	0.0	-	-	-	0.0	-	0.0	-	0.0
Professional Services	-	0.0	-	0.0	-	-	-	0.0	-	0.0	-	0.0
Customer Training	-	0.0	-	0.0	-	-	-	0.0	-	0.0	-	0.0
Customer Support	8,000	42.4	-	0.0	-	-	-	0.0	2,100	3962.3	10,100	26.6
Indirect Costs	2,892	15.3	977	6.5	-	-	-	0.0	545	1028.3	4,414	11.6
Total Expenses	\$ 18,881	100.0	\$ 6,377	42.5	\$ -	-	\$ -	0.0	\$ 3,561	6718.9	\$ 28,819	76.0
Net Profit (Loss)	\$ -	0.0	\$ 8,623	57.5	\$ -	-	\$ 3,994	100.0	\$ (3,508)	-6618.9	\$ 9,109	24.0

CareerSource Brevard (CSB)
Executive Committee Meeting
August 1, 2022

MINUTES

Members in Attendance: Lloyd Gregg (Chair), Colleen Browne, Mike Menyhart (virtually), and Mary Jane Brecklin (virtually).

Members Absent: None.

Staff in Attendance: Marci Murphy, Jeff Witt, and Holly Paschal.

Guests: Nancy Heller

Lloyd Gregg called the meeting to order at 4:01pm.

Roll Call: Holly Paschal

Public Comments: There was no public comment.

Presentations:

Marci Murphy presented Letter Grades and gave details of each of the seven measures as well as the Extra Credit measures. Ms. Murphy shared that these measures will also be in the contractor's contract; the contractor is C2GPS.

Action Items:

Approval of Executive Committee Minutes

Motion to approve the Executive Committee minutes for May 2, 2022, made by Colleen Browne and seconded by Mary Jane Brecklin. Motion passed unanimously.

Presentation of President's Completed Goals Program Year 2021-2022

Marci Murphy gave an overview of each goal that she had for the program year 2021-2022 and explained the steps that were taken to successfully achieve the goals and the outcome of each goal. Mike Menyhart asked that we send him information on the skilled trades training and if someone from outside the county could participate. Marci will find out and let him know. Motion to approve the President's Completed Goals for PY 2021-2022, made by Colleen Browne and seconded by Mary Jane Brecklin. Motion passed unanimously.

President's Goals Program Year 2022-2023

Ms. Murphy explained each of the President's Goal in detail and the steps she will take to achieve each goal. Motion to approve the President's Goals and compensation for PY 2022-2023, made by Colleen Browne and seconded by Mike Menyhart. Motion passed unanimously.

Board Member Nominations

The President asked the Committee to review and approve the following members that have applied to be on the board.

Karen Locke – COO, Crosswinds Youth Services Inc.

Karen Houston – Field Staff, Space Coast AFL-CIO

Cordell Rolle – Owner/CEO/President, Rolle I.T. LLC.

Monica Shah – Vice President/Treasurer, Southeast Petroleum Distributors, Inc.

Holly Tanner – Owner/President, L.H. Tanner Construction.

Motion to approve the nominations for inclusion on the agenda of the next full Board of Directors meeting on August 18, 2022 made by Colleen Browne and seconded by Mike Menyhart. Motion passed unanimously. Action by the Board of Directors will result in requesting ratification action by the Brevard County Commission.

Discussion/Information Items:

Presidents Report

Marci Murphy shared the latest labor market information with the Committee.

Ms. Murphy shared the unemployment rate for the U.S. at 3.6%, the State of Florida at 2.8%, and for Brevard County at 2.9% as of June 2022. She informed that EMSI/Burning Glass changed their name to Lightcast and shared labor market information and trends according to their analysis.

Finance Committee Report

Colleen Browne gave an update on the Finance Committee which had met earlier in the day. Items reviewed at the meeting included the budget update reported by Lynn Hudson.

Grow the Resources of the Board

A matrix was shared showing grant opportunities, unrestricted revenue projects and partnerships that CSB is pursuing to help grow the resources of the Board.

Adjournment:

The meeting adjourned at 5:18pm.

Submitted by,

Reviewed by,

(Signature on file)

Holly Paschal

8/02/2022

Date

(Signature on file)

Lloyd Gregg

8/02/2022

Date

CareerSource Brevard (CSB)
Executive Committee Meeting
August 17, 2022

MINUTES

Members in Attendance: Lloyd Gregg (Chair) (virtually), Colleen Browne (virtually), and Mike Menyhart (virtually).

Members Absent: Mary Jane Brecklin (virtually).

Staff in Attendance: Marci Murphy and Holly Paschal (virtually).

Guests: Nancy Heller (virtually).

Lloyd Gregg called the meeting to order at 4:39pm.

Roll Call: Holly Paschal

Public Comments: There was no public comment.

Action Items:

Board Member Nominations

The President shared background information on a new board member Nuno Mana as well as information on his company Acadian Contractors Inc. The President asked the Committee to review and approve board of directors' applicant Nuno Mana to be on the board.

Motion to approve the nomination for inclusion on the agenda of the next full Board of Directors meeting on August 18, 2022, made by Mike Menyhart and seconded by Colleen Browne. Motion passed unanimously. Action by the Board of Directors will result in requesting ratification action by the Brevard County Commission.

Adjournment:

The meeting adjourned at 4:42pm.

Submitted by,

Reviewed by,

(Signature on file)
Holly Paschal

8/18/2022
Date

(Signature on file)
Lloyd Gregg

8/18/2022
Date

CareerSource Brevard (CSB)
Finance Committee Meeting
August 1, 2022

MINUTES

The meeting was held in person and virtually.

Members in Attendance: Colleen Browne (Chair), Wayne Olson (virtually), Daryl Bishop (virtually), and William Chivers.

Members Absent: Amar Patel

Staff in Attendance: Marci Murphy, Richard Meagher, Lynn Hudson, Jeff Witt, and Holly Paschal.

Guests: None

Colleen Browne called the meeting to order at 3:35pm.

Roll Call: Holly Paschal

Public Comments: There was no public comment.

Action Items:

Approval of Finance Committee Minutes

Motion to approve the Finance Committee minutes for May 2, 2022 made by Wayne Olson and seconded by William Chivers. Motion passed unanimously.

Discussion/Information Items:

President's Report

Marci Murphy informed the Committee that she attended the Brevard County Commissioners meeting on July 12, 2022 and shared with the Committee that the Commissioners rejected the reappointed members that were presented, Ms. Murphy stated her efforts to recommend more minorities to the board in order to have more representation.

Marci Murphy welcomed Lynn Hudson as the new Finance Director and reminded the Committee that Richard Meagher is still assisting the Finance Department with consulting and special projects for this program year.

Ms. Murphy shared the unemployment rate for the U.S. at 3.6%, the State of Florida at 2.8%, and for Brevard County at 2.9% as of June 2022. She informed that EMSI/Burning Glass changed their name to Lightcast and shared labor market information and trends according to their analysis.

Auditing/Monitoring Activity Report

Marci Murphy gave an overview of the Auditing and Monitoring Report and explained that there were two findings and 8 observations, however, most were resolved on-site.

Budget Update for Program Year (PY) 2022-2023

Lynn Hudson gave an overview of the budget update for program year 2022-2023 and explained the current status.

Financial Reports

Staff reviewed the financial activity for the fiscal period ending on June 30, 2022.

Vendor Payment Report

Staff reviewed the Vendor Payment report from April 1, 2022, through June 30, 2022.

Cell Phone Allowance Policy Update

Lynn Hudson informed the Committee that the Cell Phone monthly allowance was reduced from \$95 to \$50 per month.

Adjournment:

The meeting adjourned at 3:55pm

Submitted by,

Reviewed by,

(signature on file)
Holly Paschal

8/02/2022
Date

(signature on file)
Colleen Browne

8/02/2022
Date

CareerSource Brevard

Industry Workforce Committee

July 12, 2022

Minutes

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

Members in Attendance: Mike Menyhart (Chair), Kristen Bakke, Jennifer Kenny, Traci Klinkbeil, Frank Margiotta, Trudy McCarthy, Kirsten Patchett, Nancy Peltonen, D. Travis Proctor and Rachel Rutledge

Members Absent: Rohit Ghosh, Art Hoelke, and Terry Schrumph

Staff in Attendance: Marci Murphy, Thomas LaFlore, Jana Bauer, Denise Biondi, Melissa Byers, Megan Cochran, Lisa Fitz-Coy, Clinton Hatcher, Jodi Jackson, Michelle Jones, Deserine Morgan, Lori Robinson, Marina Stone and Kimberly Weatherby

C2 Staff in Attendance: Chakib Chehadi, Caroline Joseph-Paul, John Bonsignore, Ahmanee Collins-Bandoo, Crisanta Garza, Marvetta Kay Gordon, Linda Hadley, Bob Knippel, Ramsey Oliverez, Sally Patterson, Taciana Raders, Aaron Smith and Kristine Wolff from the Career Center

Guests in Attendance:

None.

Call to Order:

Mike Menyhart (Chair) called the meeting to order at 8:32 am and roll call was taken.

Public Comment:

There was no public comment.

Presentation:

A presentation from CSB's Rapid Response Coordinator (RRC) was shared. The purpose of the Rapid Response Program was defined and is beneficial to businesses that are struggling and to help them in developing strategies to help the company get back on track financially to avoid potential lay-offs, as layoff aversion is a key component of the program. Rapid Response also provides services to job seekers that will be laid off. Each of the 24 regions of CareerSource has a dedicated Rapid Response Program.

Frank Margiotta joined the meeting.

Action Items:

Approval of Workforce Operations Committee Minutes of April 19, 2022

Motion to approve the Minutes from the April 19, 2022 meeting was made by D. Travis Proctor. Nancy Peltonen seconded the motion. The motion passed unanimously.

Reports:

Marci Murphy shared information on working with other regions. A Virtual Apprenticeship Summit which was held on June 3, 2022 with Volusia, Indian River, Port St. Lucie and Martin counties. Marketing campaigns and facilitation resources were leveraged across the regions. CSB also partnered with CareerSource Central Florida in a regional Economic Development Administration grant. If awarded, CSB would receive \$1-\$1.5M for 2 years. Award is scheduled to be announced in September 2022. Designated Lead on a project to tap into funds set aside for workforce board and education surrounding high tech industry on the workforce side for the \$9M Governor set aside under CareerSource Florida. She also shared the May unemployment rate in Brevard is at 2.3% for May 2022. In response to signs of the US entering a recession, the latest report by economists highlighted the growing disconnect between the economy's performance and the labor market. She also shared key takeaways on the subject. Committee members asked how many left the workforce during the pandemic, retired early but with inflation, may be reconsidering returning. Also, clarification of the participation rate was asked. Ms. Murphy will follow up with the members via email.

Discussion/Information Items:

Committee Goal Status

Staff reviewed the matrix of the Industry Workforce Committee including the Goals, Objectives, Strategies, Actions, Timeframes and Status of each strategy.

Healthcare Sector Strategy Grant Update

A presentation was shared of the Healthcare Sector Strategy Updates. Healthcare Grant goals and results for Program Year 21-22 were reviewed along with nursing faculty recruitment goals. The new 2022 focus for the grant will be on the youth/young adult engagement.

Business Services Quarterly Review 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 June 30, 2022.

Multimedia Outreach Presentation and Matrix

The Outreach Department shared a presentation and a matrix of social media, direct email marketing and paid advertising and other activities from PY 21-22.

Adjourn:

There being no further discussion or business, Mike Menyhart adjourned the meeting at 10:08am.

Respectfully submitted,

Reviewed by,

{signature on file} 07/27/22
Marina Stone Date

{signature on file} 07/27/22
Mike Menyhart, Chair Date

CareerSource Brevard

Career Center Committee

July 26, 2022

Minutes

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

Members in Attendance: Nancy Heller Chair, Robert Gramolini, Brian Jaskiewicz, Leslie Jones, Laura Koursaris, Jimmy Lane, Theodore Pobst and Pamela Reed

Members Absent: Shawn Beal, Lorri Benjamin, Marcia Gaedcke, and Travis Mack

Staff in Attendance: Marci Murphy, Jana Bauer, Thomas LaFlore, Denise Biondi, Amberstar Bush, Lisa Fitz-Coy, Erma Shaver, Marina Stone and James Watson

C2 Staff in Attendance: Chakib Chehadi, Caroline Joseph-Paul, Ahmanee Collins-Bandoo, Julie Berrio, John Bonsignore, Suzanne Frie, Marvetta Gordon, Melissa Janssen, Bob Knippel, Jessica Mitchell, Angie Londono, Ramsey Olivarez, Sally Patterson, Taciana Raders and Kristine Wolff 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 8:30am at CareerSource Brevard (CSB). Introductions were made.

Public Comment:

There was no public comment.

Amberstar Bush was introduced as a new Planning Team member. Bob Knippel and Linda Hadley (absent) were recognized for 30 years of dedicated workforce service with CareerSource Brevard.

Spotlight Presentations:

Show Me the Money – Grant Updates

A presentation was given entitled “Show Me The Money” highlighting the program design, purpose and outcomes of funding opportunities and upcoming, new and on-going grants. The presentation included information about the AARP Skills Accelerator Program, Workforce Recovery Training Program through DEO/HUD, Get There Faster Salesforce Academy Program through CareerSource Florida and COVID-19 NDWG through DEO.

Military Family Employment Advocacy Program

A Military Family Employment Advocacy (MFEA) Program presentation was shown highlighting military family statistics, the program foundation, locations, customer base, services offered and the program’s performance.

Action Items:

Approval of Career Center Committee Minutes of April 26, 2022

Motion to approve the Minutes from the April 26, 2022, meeting was made by Brian Jaskiewicz. Robert Gramolini seconded the motion. The motion passed unanimously.

President's Report:

Marci Murphy shared information on working with other regions. A Virtual Apprenticeship Summit which was held on June 3, 2022, with Volusia, Indian River, Port St. Lucie and Martin counties. Marketing campaigns and facilitation resources were leveraged across the regions. CSB also partnered with CareerSource Central Florida in a regional Economic Development Administration grant. If awarded, CSB would receive \$1-\$1.5M for 2 years. Award is scheduled to be announced in September 2022. Designated Lead on a project to tap into funds set aside for workforce board and education surrounding high tech industry on the workforce side for the \$9M Governor set aside under CareerSource Florida. She also shared the June unemployment rate in Brevard is at 2.9% for June 2022. In response to signs of the US entering a recession, the latest report by economists highlighted the growing disconnect between the economy's performance and the labor market. She also shared key takeaways on the subject. Committee members asked how many left the workforce during the pandemic, retired early but with inflation, may be reconsidering returning.

Discussion/Information Items:

Q4 Career Center Efforts Presentation

During the fourth quarter of PY21-22, C2 GPS shared a presentation on continuous improvement, focus and accomplishments, enrollment and employment data, summer jobs program, 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.

Jimmy Lane left the meeting.

ITA Annual Vendor Evaluation

The ITA Annual Vendor Evaluation was reviewed for Program Year (PY) 20-21 and based on the review, it is recommended to not issue any corrective actions to existing training vendors.

Effectiveness of Training/Career Services for PY 20-21

In PY 20-21, CareerSource Brevard provided Workforce Innovation and Opportunity Act (WIOA) funded career and training services to 285 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 8.4 months for ITA's compared to average training length of 6.3 months for OJT's. The COVID-19 impact is seen in this report by the lower than usual number of customers receiving WIOA services. 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.

Impact Analysis for Retail Industry Affected by COVID 19

A presentation highlighting the retail 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.

Q4 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 June 30, 2022.

Q3-Q4 Multimedia Outreach Presentation and Matrix

The Outreach Department highlighted semiannual activities from January 2022 through June 2022. Metrics for the CSB website and social media platforms were shared.

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 and measurable skills gains.

End of Year Performance for 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 14 of the 21 accelerated measures. CareerSource Brevard remains at number 2 in the state in placement rate performance when compared to other regions.

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 3rd quarter.

Robert Gramolini left the meeting.

New Letter Grade Measurements

A new letter grade performance measurement is being implemented under the REACH Act and tasked to CareerSource Florida to research and design the criteria. The purpose of this new assessment is to measure the workforce boards. The formula overview along with measures were shared. Measure 7 and the Extra Credit Measure are still under development with regard to the data source and availability. Actions taken for receiving a certain grade have not been discussed or developed.

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 10:13am.

Respectfully submitted,

Reviewed by,

{signature on file}
Marina Stone

08/08/22
Date

{signature on file}
Nancy Heller, Chair

08/08/22
Date



Career Center Efforts

Career Center Committee

October 25, 2022

Caroline Joseph-Paul, Managing Director



Q1- Highlights

New career center hours on Fridays

Staff & Communications Department engaged in various outreach efforts (social media, constant contact, community partner engagement)

1,943 job seekers served on site/**3,357** total visits
(36.19% decrease in number served and 36.48% in visits from same period last year. Unemployment rate 2.7% vs 4.0%)

Of the **28,400** total services provided to job seekers, staff provided 72% of the services

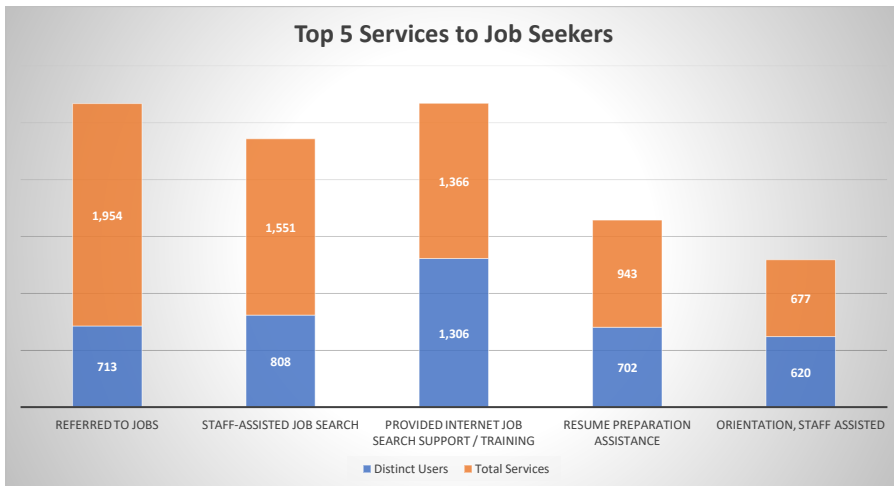
7,137 services delivered to **2,286** employers

650 customers participated in various job readiness workshops

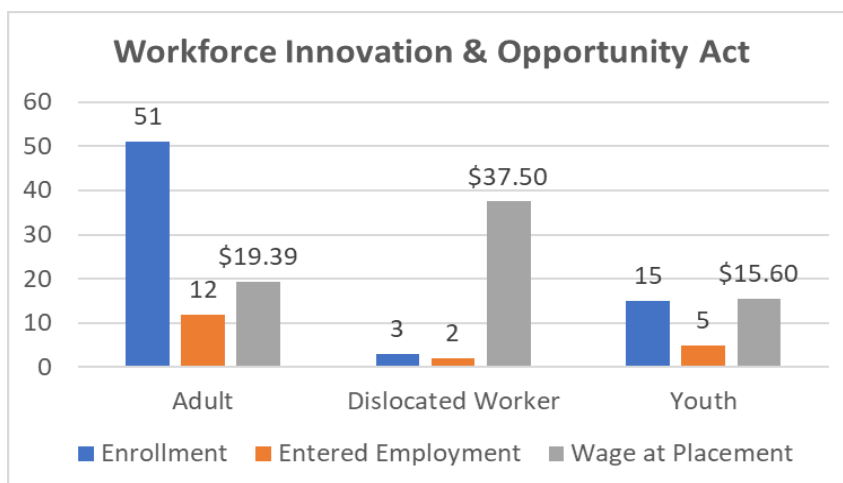
88 participants received scholarships for training

656 customers entered employment @ average wage of \$16.38

Universal Job Search Activities



Q1 WIOA Program Enrollment - Employment – Average Wage



Q1 Virtual Footprint – SkillUp Brevard

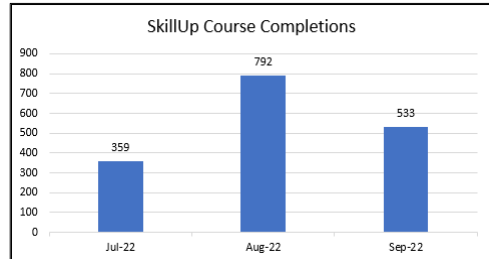
- Free online learning platform offering 6,000+ courses
- 120+ courses in Industry Skills Tracks to help customers prepare for certifications in various in-demand fields
- Accessible 24/7 to customers via CSB website
- Available in Spanish

Results:

Training platform has been incorporated in our **AARP Skill Accelerator Initiative Grant, Get There Faster Grant, WIOA, NextGen, Welfare Transition, and SNAP Employment & Training programs** to provide participants an introduction into their desired career paths and increase work readiness skills.

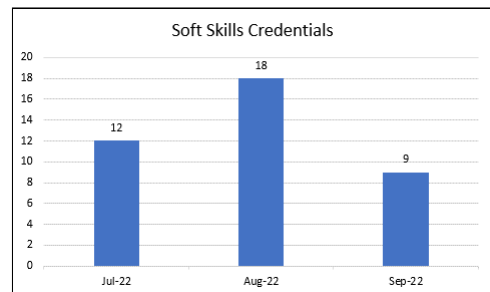
Top 3 Career Pathways selected by customers:

- Business (Administrative/Management) – **18%**
- Entry Level Pathway/General – **15%**
- HealthCare – **12%**



Q1 - Virtual Footprint Florida Ready to Work – Essentials Soft Skills

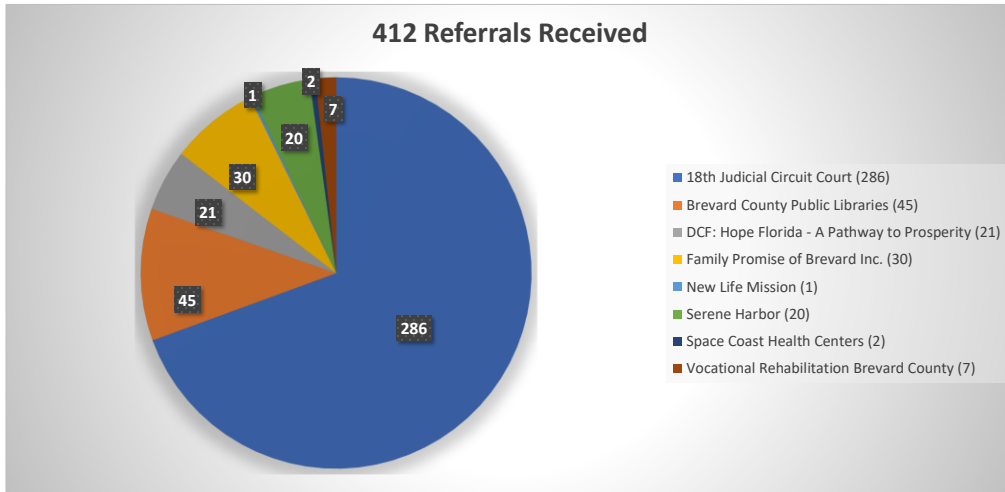
- Training includes;
 - Communicating Effectively
 - Conveying Professionalism
 - Promoting Teamwork and Collaboration
 - Thinking Critically and Solving Problems
- Opportunity to earn a Florida Soft Skills Credential
- Available to all customers
- Emphasizes importance of essential employability skills across all industries



Monthly average **39** active users
Soft Skills Credentials Earned: **133**



Community Partner Engagement Crosswalk Agency Referral



Q1 – What Are Customers Saying Customer Satisfaction Survey Results

519 Surveys completed

Top 5 ways our customers heard about CSB

1. Walk-ins
2. CSB's website
3. CSB Staff
4. Family/Friends
5. DEO/Reemployment

Top 5 services received from CSB

1. Job Search Assistance
2. Applying for Reemployment/Filing weekly claims
3. Appointment w/CSB staff
4. Job Readiness/Orientations, Workshops etc.
5. Veteran Employment Services



Q1 - Customer Satisfaction Survey Results

Percentage based on overall respondents' feedback stating that they strongly or moderately agreed with the statements below:

- 98.43%** Staff were courteous and they feel welcome
- 98.03%** Staff responded to their requests in a timely manner
- 97.64%** Staff understood their needs & the assistance/information received was helpful
- 97.83%** Would recommend CSB services to others
- 97.05%** Overall Experience with CSB has been satisfactory



Customer Satisfaction Survey – Sample Responses

"Amazing service"

"This workshop was very helpful. It has helped me to re-adapt to work force, how to prepare for modern techniques of how employers are interviewing potential customers, how to be prepared for job readiness today and confidently updating resumes based in today's trends. Very thankful"

"They have been extremely helpful! I have been very frustrated on my own. Going into Career Source Brevard has given me encouragement and additional confidence in what they provide and I feel like I am in the right place where they will be able to help me! Thank you!"





Thank you!

Caroline Joseph-Paul, Managing Director



Second Chance Recovery Friendly Programs & Support

Program Coordinator
Beatrice Boursiquot



CHALLENGES FINDING QUALIFIED JOB CANDIDATES

What are some challenges you face with hiring job seekers ?

Have you ever considered using a second chance job candidate?

If you have not, what could we do to facilitate consideration of such job candidate?



GETTING TALENT BACK TO WORK

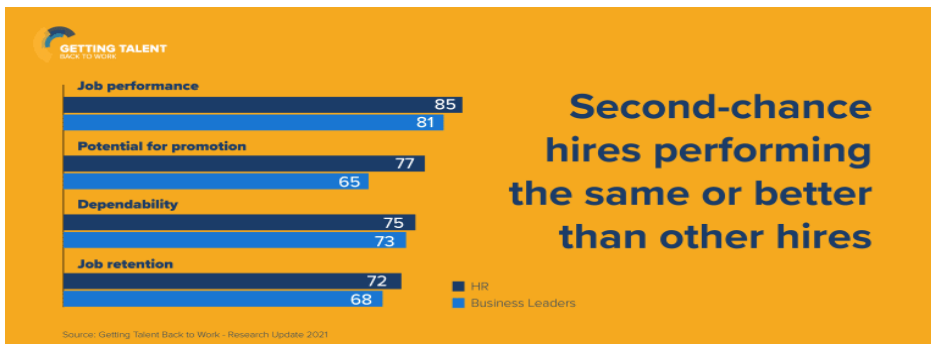
SUPPORT IS GROWING NATIONALLY



- President Trump Delivers Message About Second Chance Hiring
- John Koufos is the National Director of Reentry Initiatives at Right on Crime and the Executive Director of Safe Streets & Second Chances. He speaks about his “second chance.”
- Johnny C. Taylor, Jr., SHRM-SCP President and CEO, SHRM Quote: *“A criminal record should never be viewed as an automatic disqualification for employment. It’s time to put an end to the stigma that holds back inclusive hiring and retire outdated employment practices and HR must lead the way.”*



EMPLOYER BENEFITS



#GettingTalentBacktoWork



SECOND CHANCE RECOVERY FRIENDLY FEDERAL BENEFITS

Work Opportunity Tax Credit Program	Credit reduces taxes up to \$9,600 over two years when you make a qualified hire.
Federal Bonding Program	Receive a business insurance policy for protection against any money loss or property damage incurred from the second chance hire. Paid out less than 1%
On-The-Job Training	Wage reimbursement up to 50% while you train your new hire.
Work Experience Program	A no cost way to “try out” a candidate while offering skills training.



EMPLOYMENT BENEFITS

LOWER RATES OF RECURRENCE

HIGHER RATES OF ABSTINENCE

FEWER PAROLE/PROBATION VIOLATIONS

IMPROVEMENTS IN QUALITY OF LIFE

SUCCESSFUL TRANSITION



RISE PROGRAM



RISE HIRING SECOND CHANCE INDIVIDUALS
RE-ENTRY TO EMPLOYMENT



BREVARD RECOVERY WORKS

A Program Funded Directly By USDOL
 Focused On Opioids And Substance Use



SUBSTANCE USE DISORDER NAVIGATOR GRANT



Grant Funded Support

U. S. Department Of Labor
Florida Department Of Economic Opportunity



Provides Workforce Solutions

Support Businesses With Hiring
Retaining Workers



Substance Use Disorder Navigator

Establish Connections With
Existing Local Resources



Community Partners/ Employers Connections



Housing, Shelter, and Utilities



Food, Clothing, and Household Items



Transportation



Employment and Income Support



Health and Dental



Mental Health



Substance Abuse



Family Services



Legal, Criminal Justice, and Public Safety



Education



Consumer, Government, and Information Services



Disaster Services



ACTIVITIES - Highlighted PY 2021-2022



MORE ACTIVITIES - Highlighted PY 2021-2022



Success Story



EMPLOYMENT A PREDICTOR OF SUCCESS IN RECOVERY

Economic independence, self-esteem, self-efficacy, and social re-integration into society predict success in recovery. As such, the role of employment in addiction treatment is critical.

A Job is as important as treatment in the recovery process!

Why is this important?

- Florida Second In Nation For Overdose Deaths (CDC)
- Brevard County has the sixth-highest crude death rate for drug overdoses in Florida. With a 17.3 overdose death rate, the county had 1,645 overdose deaths between 1999 and 2016, with a combined annual population of 9,534,289. People who live in Brevard County were 44 percent more likely to die due to drug overdose than an average American.



Recruiting Events, Job Fairs & Workshops

Offering businesses and career seekers quality workforce services

Recruiting Events

38 Onsite Events

- 18 unique employers included Hospitality, Security, Family Services, Construction, Healthcare, Aerospace/Aviation, Gov't & Public Sectors, Staffing Agencies represented
- Appointments & Walk-Ins
- 239 Job Seekers attended, 53 Veterans



Business Learning Events

Educating Brevard Businesses

Business Learning Event

- CareerSource Florida's FloridaFlex Training Grants
- Hosted virtually on July 21st
- Presented by CareerSource Florida's, Sr. Director of Business Development & Workforce Strategies
- Learn how to apply and secure state training dollars
- Strengthen and enhance current employee's skills

STRENGTHEN YOUR WORKFORCE here

Register today for this NO COST virtual workshop, taking you step-by-step through the training grant process.

The business services team at CareerSource Brevard knows how to recruit, train and retain talent to help your business succeed, and our state workforce partners know funding is a critical component of that success.

Join us, the CareerSource Florida team, and your colleagues, as we learn how to apply for – and secure – training dollars you can use to enhance your employee's skills and strengthen your bottom line.

Thursday, July 14th, from 11:30 am to 12:30 pm

Presented by Carmen Hilbert, Business & Workforce Business Director for CareerSource Florida. CareerSource Florida is the statewide workforce policy and investment board whose partners include the Department of Economic Opportunity, 24 local workforce development boards and 100 career centers throughout Florida.

[Click here to register](#)

Have a question? [Email us!](#)
[Check out our website](#) for more information.

A proud partner of the [AmericaJobCenter](#) network.

As a 501(c)(3) nonprofit, CareerSource Florida's mission is to provide workforce services to individuals with disabilities. All state training numbers on this document may be needed by persons using TTY/TDD equipment via the Florida Relay Service (771).

CareerSource Florida is the direct service provider for various workforce programs with one fully supported by the U.S. Department of Labor, Health and Human Services, and Agriculture as part of a federal funding \$1.5 billion. All statements, press releases, requests for proposals, job solicitations, public notices, small grants, social media, website updates, website and social presentations are U.S. funded with federal money.

Presentations & Panels

Offering businesses and career seekers quality workforce services

Ask the Recruiter Panel Discussion

- Hosted on July 28th
- Virtual with Q & A
- 5 Industry and Staff panelists
- Company information & available jobs
- Resume and interviewing advice
- Social media and personal branding tips
- Engaged audience with questions and discussions

Ask the Recruiters
Virtual Q&A Panel Discussion

Thursday, July 28th
1:00 pm to 2:00 pm

Career Center
1000 W. Broadway Ave.
Bldg. 200
Brevard, FL 32902

Phone: (321) 504-7600
www.careersourcebrevard.com

Get the inside scoop from industry professionals! Join us as local recruiters and hiring managers give their inside tips and information.

Learn about:
Company benefits, available jobs, & upcoming events
Essential job interview tips and techniques
Resume best practices
Social media, networking, & making the most of new connections
Overcoming job search fatigue
Staying motivated to succeed in your new job
AND ...
Professional networking and networking journal to employers

Featured panelists:
Gavin Viera, Talent Acquisition Specialist, Embrex
Julie Wilford, Director of Human Resources Business Partner, Lakeshore OHS
Janna Oyer, Job Developer, CareerSource Brevard
Amy Zorn, Director of Human Resources Manager, Centex America
Christina Baskin, HR, Penetration Management

Register today!
bit.ly/asktherecruitersjuly28

Presentations & Panels

Offering businesses and career seekers quality workforce services

Ask the Recruiter Panel Discussion

- Presented on August 25th
- 4 Industry panelists
- Veteran-focused, branding campaign
- Resume and interviewing advice
- Q & A

Veteran's Employer Panel Discussion
CareerSource Brevard's FREE Virtual Career Workshop
Thursday, August 25th 1:00 pm

FREE Virtual Career Workshop Series, presented by CareerSource BREVARD

Recruiting Events, Job Fairs & Workshops

Offering businesses and career seekers quality workforce services

Career Networking & Interviewing Mixer

- Held on August 18th
- Gave jobseekers a chance to meet with multi-industry employers for resume review and a brief mock interview by industry experts
- Allowed for sharpening interview skills & show off the individual's unique skill sets
- Gathered valuable feedback
- Secured new career tips and job leads

SPEED NETWORKING & MIXER

Network with employers and practice your interviewing skills!



a FREE Event, presented by



Presentations & Panels

Offering businesses and career seekers quality workforce services

Brevard Public Schools Professional Development Days

- Our Business Services team presented career trends, LMI, various resources & websites that can be used to assist students with more effective career exploration
- Shared online tools offered by CSB at no cost
- Hosted at Viera High School on Aug. 4th for the Secondary Leading & Learning team
- Hosted at School Board office on Sept 1st for the Social Workers
- Hosted at BPS Adult & Community Education on Sept 15th for the Guidance Counselors



Recruiting Events, Job Fairs & Workshops

Offering businesses and career seekers quality workforce services

Brevard Healthcare Workforce Consortium

- Hosted on Sept 22nd virtually and in-person
- Presentation on the condition of the labor force
- Industry panelists for insight on locating hidden talent
- Group discussion and brainstorming for hiring strategies

In partnership with:



TAKING aim IN HEALTHCARE

Brevard Healthcare Workforce Consortium
VIRTUAL & IN-PERSON MEETING

Data-Informed Hidden Talent Search
Join your peers to learn about the condition of the labor force, receive occupational insights for locating hidden talent, and brainstorm recruitment strategies!

Thursday, September 22
8:00 am Networking Breakfast
8:30 am to 10:00 am Meeting

Join us in person or virtually at:
CareerSource Brevard - Rockledge career center
295 Barnes Blvd.

Register today!
bit.ly/brevardhealthcareconsortium22

In partnership with:
Brevard Community Healthcare Coalition BCHC
Brevard Healthcare Workforce Consortium
TAKING aim IN HEALTHCARE
BREVARD

Top 3 Reasons to Attend:

1. Learn how workforce data can reveal where to find hidden talent.
2. Hear from organizations who can bridge to untapped talent.
3. Brainstorm strategies to recruit and develop healthcare workers.

Participate, Collaborate, Innovate.

For more information: info@brevardhealthcareconsortium.com | (321) 639-9911 | www.brevardhealthcare.com

Fact Sheet

Business Services Provided July 1, 2022 through September 30, 2022





Nursing Occupational Insights for Brevard County

Information Source: Lightcast

Lightcast Q2 2022 Data Set | www.economicmodeling.com



Occupation Age Breakdown



Age Group	% of Jobs
14-18	0.7%
19-24	9.7%
25-34	20.7%
35-44	20.1%
45-54	21.8%
55-64	20.8%
65+	6.3%

CNA

Gender	% of Jobs
Males	12.1%
Females	87.9%

LPN

Gender	% of Jobs
Males	10.0%
Females	90.0%



Age Group	% of Jobs
14-18	0.1%
19-24	4.2%
25-34	17.7%
35-44	21.8%
45-54	23.8%
55-64	25.0%
65+	7.4%

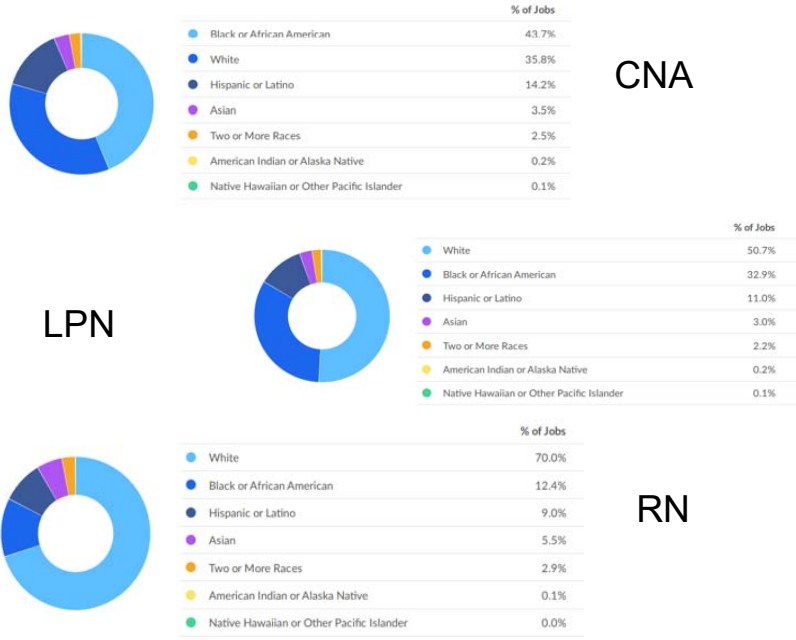


Age Group	% of Jobs
14-18	0.0%
19-24	2.4%
25-34	19.6%
35-44	23.2%
45-54	24.1%
55-64	24.5%
65+	6.1%

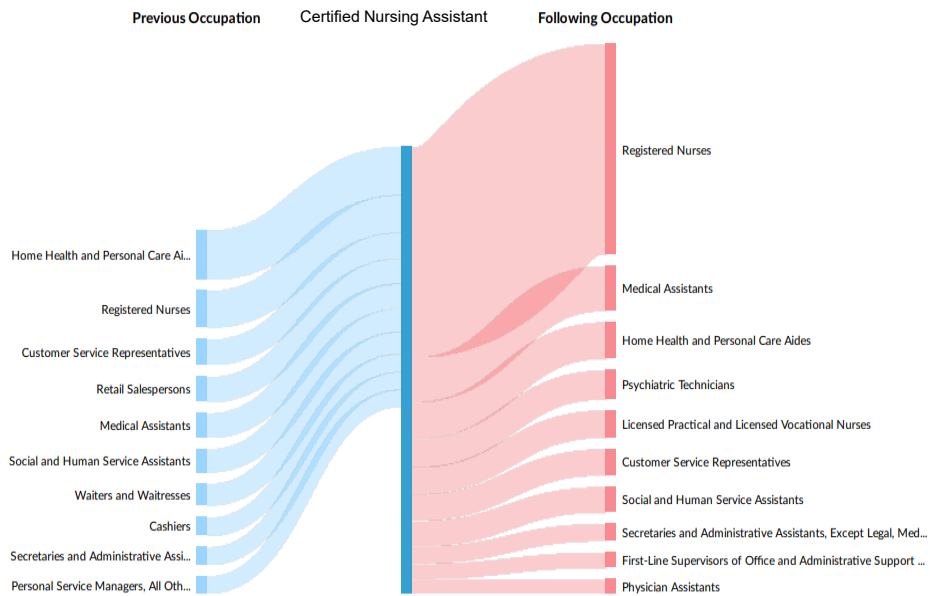
RN

Gender	% of Jobs
Males	10.6%
Females	89.4%

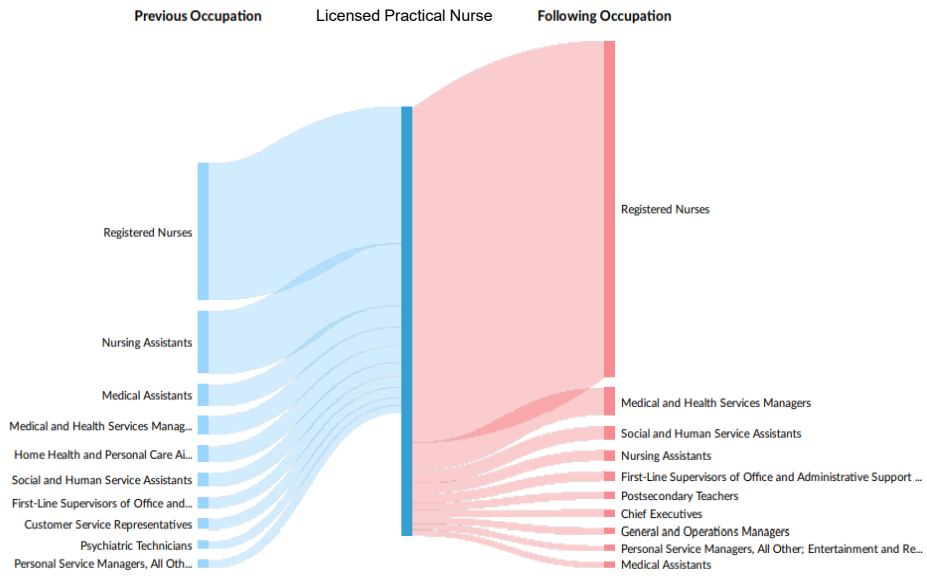
Occupation Race/Ethnicity Breakdown



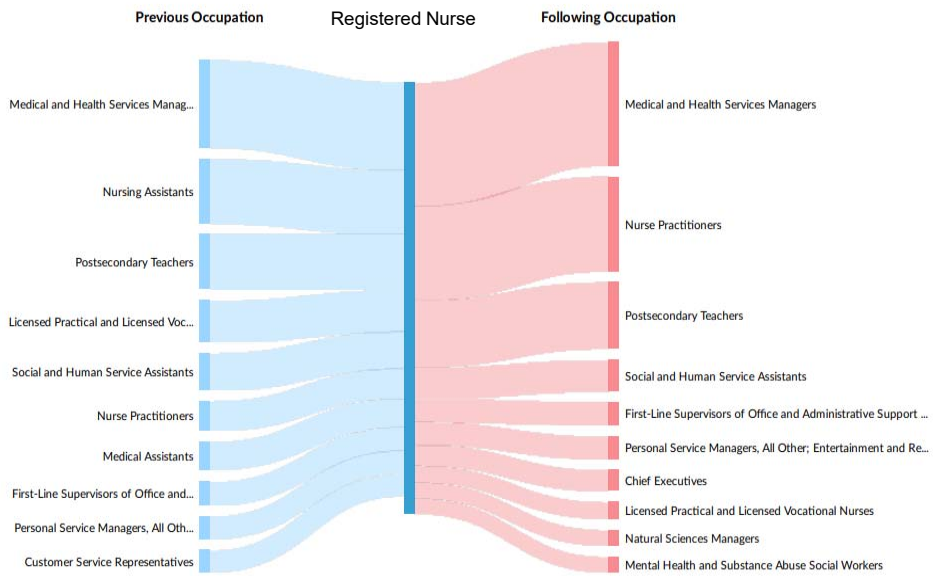
Occupational Gain and Drain



Occupational Gain and Drain



Occupational Gain and Drain



Panel Discussion: Hidden Talent Sources

Hidden workers are people who may have...



CareerSource Brevard Healthcare Consortium

Event was hosted by CSB on Sept 22nd

- 25 employers in person and 10 virtually
- Thomas LaFlore did a presentation on CSB services and Hidden Talent
- Panel discussion about ways to find talent
- Employer brainstorming breakout sessions

Panelists:

Julia Williford, Human Resources, Leonard DRS and MSEEZ Chair –Space Coast Military Spouse Economic Zone (virtual)

Lois Thomas, Customer Solutions Facilitator, CSB – AARP Back to Work 50+

Michael Kiser, Business Projects Specialist, Florida Department of Education – Division of Vocational Rehabilitation

Beatrice Boursiquot, Program Coordinator, CSB – BRW/RISE



Brainstorming Session Topics

1. Hidden Talent Strategies
 - Connecting or partnering with community agencies to source and develop talent
 - Recruiting workers from other industries
2. Occupational Insight Strategies
 - Engaging young workers (ages 16-24)
 - Attracting males
 - Promoting career development/advancement for Black or African American Certified Nursing Assistants and Licensed Practical Nurses



Feedback

- Focus on the young adult population through social media and looking at the gender aspect of encouraging more males to go into healthcare
- How do we support instilling the longevity of keeping them in jobs.
- How can we encourage Retirees to fill these part-time positions
- Need to embrace the younger generation, help with soft skills, how to articulate with the patients
- Reach out to BPS High School guidance counselors to identify potential clients/employees
- Alumni and or employers going back to high school and talk about jobs available in healthcare facility (IT, Dietary, Diagnostic etc.)



Feedback

- Colleges giving incentives to high school students like tuition breaks/credit for classes completed in high school
- Plant seeds early. Companies consider visiting BPS at the junior high level as children prepare for high school. Or provide field trips to different facilities
- Mentor of same race
- Touching base in community and faith based to share all the information we offer.
- Cocoa HS is starting a speaker series with healthcare professionals for the at-risk youth.
- BNA works closely with METCA and Elevate Brevard to reach under deserved markets.
- The use of social media- use of hashtags and keep it consistent.



Thank You



A series of overlapping geometric shapes in shades of green, blue, and orange, arranged in a stepped pattern on the left side of the slide.

Apprenticeship Navigator (POC)

Apprenticeship Navigator Role

- Promote apprenticeships as an effective tool for developing a workforce and are an asset to getting an apprenticeship program started.
- Serve as a key point of contact and assist partners throughout the process, from concept to implementation.
- They support existing or foster new partnerships and develop an extensive network of stakeholders at all levels of the public and private sector within the region to identify opportunities for program expansion and promotion.
- Implement a targeted approach to business engagement.
- Build capacity by developing and strengthening the knowledge, skills, abilities, processes, and resources that businesses, educational institutions, local workforce areas, and/or community partners need to create new or expand existing apprenticeship programs.
- The objective of the Apprenticeship Navigators is to expand registered apprenticeship programs in existing and new occupational areas within the region.

Apprenticeship Navigator Role



Supporting Existing RA/
& Fostering New
Relationships

Build a regional network of partnerships.
Bring regional players together, such as training providers, employers, as well as identifying potential partnerships over various industry sectors.
Act as a liaison between employers, economic development organizations, educational providers, apprenticeship training representatives, among others

Conduct Industry
Engagement &
Outreach

Work with businesses to understand their workforce "pain points" and determine how apprenticeship can be a sustainable solution to their workforce needs.
Schedule "events" where they convey why and how the program provides a workforce solution, using a consultative sales approach, along with a variety of marketing materials in their outreach.
Promote existing programs in the area and develop methods to include special populations.

Serve as the Key Point
of Contact

Assist apprenticeship partners throughout the process, from concept to implementation, and connecting partners with the appropriate resources.
Facilitate regional coordination and partnership with apprenticeship stakeholders, including businesses, the Florida Department of Education's Office of Apprenticeship, training and service providers, and other education and state agency partners.
Connect interested parties to the correct partner and the various apprenticeship components.

Apprenticeship Navigator Regional Actions



Apprenticeship Region 6

- Region 6 Apprenticeship includes- Volusia, Brevard, Indian River, Port St Lucie, Martin, Okeechobee Counties.
- Work closely with our Apprenticeship Training Representative (ATR)

Navigators/POC- Trainings

- Work with other CareerSource Navigators or POC as well as CareerSource Florida Apprenticeship Navigator Meetings- Monthly.

Hold Reginal Events

- Working with the full reginal we have developed an Annual Apprenticeship Career Fair to help drive jobseekers to the RA programs.
- Working on a regional Apprenticeship Week event that will be a business learning event for employers, programs, and educators.

Apprenticeship Region 6- ATR – Anne Everly

Programs Regionally Supported

<https://web02.fl DOE.org/Apprenticeship/search.aspx?a=FL006>

Working Together ATR & Navigator

Meet with businesses, RA programs, development of programs as working together makes for a stronger presentation for what apprenticeship is.

Additional

ATR's will be the ones who write the apprenticeship, go over rules, policies, regulations and submit the documents to the State.

Navigators will be able to offer support with employers, funding opportunities, jobseekers (apprentice), and more.



Currently Working On- HealthFirst & EFSC

Program

Currently developing a LPN Apprenticeship with HealthFirst as the Sponsor and EFSC as the RTI.

Working Together ATR & Navigator

This has been ongoing meetings between HealthFirst, EFSC, CareerSource Brevard, HCAP –intermediary, and Anne Everly ATR.

Additional

Currently: We have a rough outline of how the standards will look. It was failure easy as EFSC and HealthFirst have been working together with this training for years.

Next Steps: HealthFirst, HCAP and ATR will finish developing the standards. Once complete we will reconvene for the final look then off to the state for approval.



Is Apprenticeship Right For You?

Would Your Business like to be a Sponsor or be the Related Training Provider?

- The steps are simple
- You could join an existing apprenticeship or create a new one
- There is funding streams available exclusively for RAPs

If you would like more information, contact the Apprenticeship Navigator for CareerSource Brevard –Melissa Byers mbyers@careersourcebrevard.com

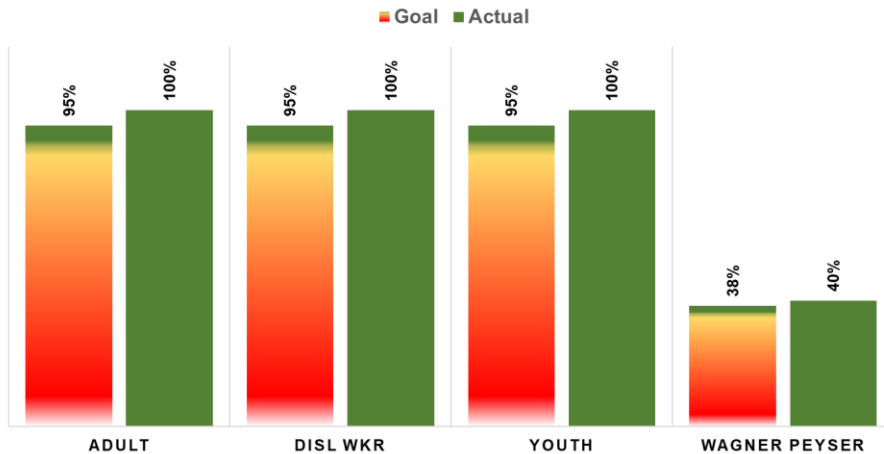
Thank you



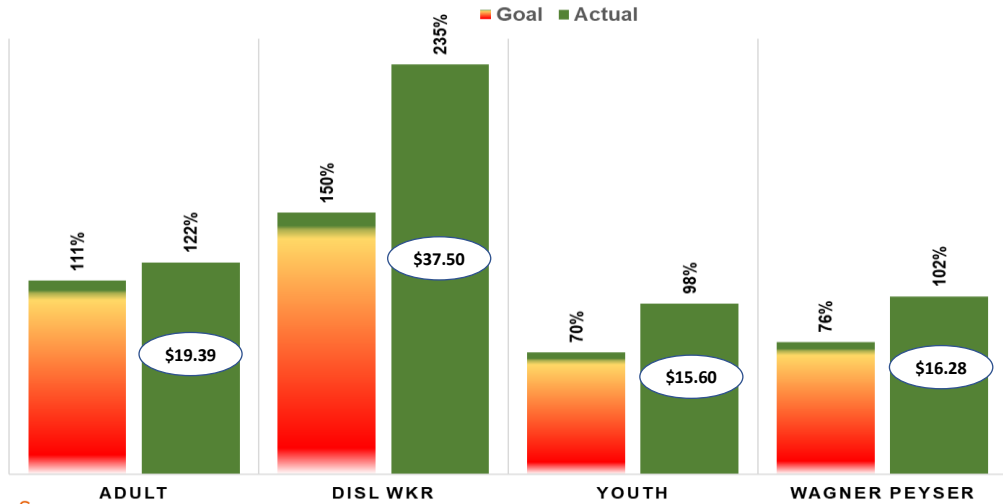
How is the Contractor Doing?



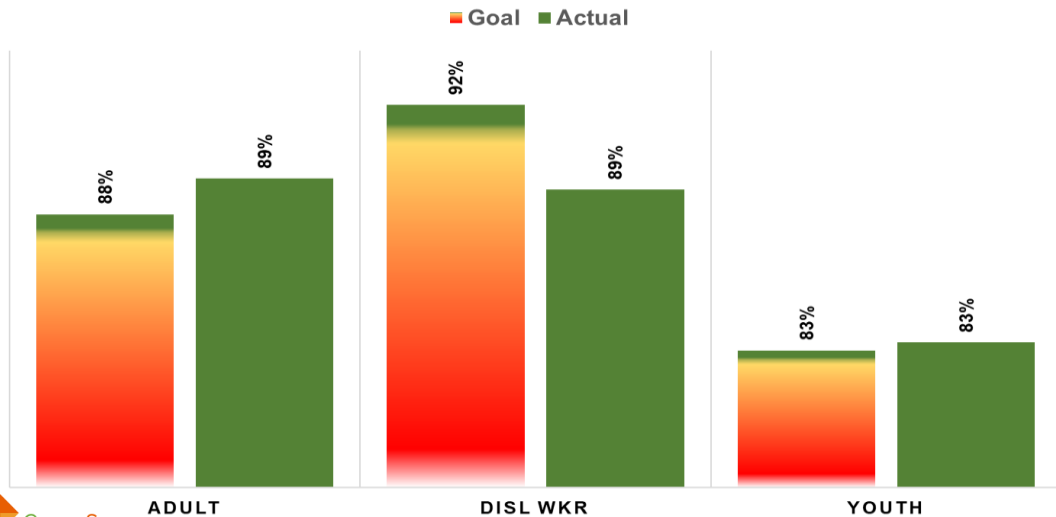
Entered Employment Rate Q1



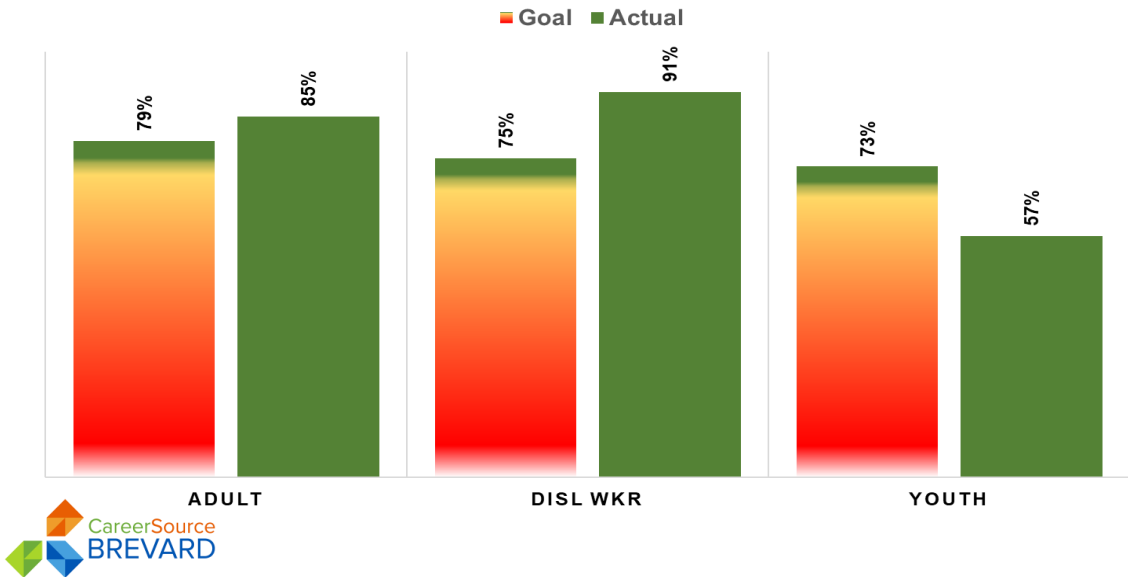
Average Hourly Wage Rate – Q1



1 Year Retention Rate – Q1



Credential Attainment Rate - Q1



Measurable Skills Gain Rate – Q1

