

Career Services Committee Meeting
Thursday, November 9, 2017
8:00 a.m.

MINUTES

MEMBERS PRESENT: Kathleen Plinske, Richard Sweat, Michael Armbruster, Paul Bough, Brian Michaels, Dorathy Nevitt, Jim Sullivan, and Larry Walter

MEMBERS ABSENT: Wendy Brandon, William D’Aiuto, and Al Trombetta

STAFF PRESENT: Pam Nabors, Mimi Coenen, Nilda Blanco, Bradley Collor, Robert Quinlan, and Kaz Kasal

Agenda Item	Topic	Action Item / Follow Up Item
1	Welcome Dr. Plinske called the meeting to order at 3:00 pm and welcomed those in attendance.	
2	Roll Call / Establishment of Quorum Ms. Kasal reported that there was a quorum present.	
3	Public Comment None Offered.	
4	Approval of Minutes 10/4/17 Career Services Committee Meeting	Mr. Michaels made a motion to approve the minutes from the 10/4/17 Career Services Committee meeting. Mr. Sweat seconded; motion passed unanimously.
5	<p>Information/Discussion/Action Items The following was reviewed in the PowerPoint presentation (attachment): <u>Operations Report</u></p> <p><u>Program Year 17-18 Performance 7-1-17 thru 10-31-17:</u> Mr. Quinlan and Mr. Collor reviewed the performance data: Five of the ten measures were performing on pace and further discussion took place for the remaining five measures that were behind.</p> <p>Dr. Plinkse recommended staff add the number of employees used to calculate the Average Wage measure.</p> <p>The Committee discussed and advised staff to split youth attaining GED from youth earning credentials. GED attainment takes longer, so should track this separately.</p> <p><u>Challenges:</u> Mr. Quinlan and Mr. Collor provided a further review and challenges regarding the goal of individuals trained in HGI, reviewing current performance of internships, on-the-job</p>	<i>Staff to split GED measure from credentials measure</i>

training and Individual Training Accounts (ITA). In order to improve performance of this goal, staff are working with public training providers to rally quality candidates towards industry-focused training to HGI – especially in readiness for the spring session (January 2018). At the training provider meeting on 11/17/17, staff will work with the training providers to better partner and focus to get quality candidates into training in HGI.

With regard to internships, Ms. Coenen stated the challenge is to find the right participants to fill the intern slots. Currently, there are 40 to 50 high-end, full-time internships available. Therefore, it will be important to be very selective, so more pre-screening is required which makes the process slower than before when internships were for less specialized, entry-level jobs.

The Committee discussed setting up a model for each HGI in areas where CSCF paid internships support skills learned by an industry training. After initial short term training, business would take on an intern and then be hired by the business at one level, with potential to grow into a sustainable career path. For instance in Hospitality, after a short-term basic culinary skills training, the career seeker begins an internship funded by CSCF. Then the individual is hired to work at a hotel kitchen. Now that the individual has a job, they can attain further training to move up in their career path to perhaps being a chef.

One-Stop Operator

Mr. Collor provided a first quarter report of ESI's (the designated one-stop operator for CSCF) progress with required partners. Currently, of the 18 required partnerships that exist, 15 MOUs are in place with the remaining 3 partners' MOUs in progress. In early 2018, ESI will begin the process of identifying and securing additional partners.

Hurricane Efforts

Ms. Blanco provided a status report on Hurricane Irma – "Project Restore" stating that 194 individuals are currently participating in "Project Restore" working in temporary jobs to assist with the hurricane clean-up and humanitarian roles. With regard to Hurricane Maria, CSCF continues to provide support services to evacuees to help them connect to employment. CSCF has applied to the state for \$3.2M to provide a board array of services to evacuees over the next 12 months. CSCF has also hosted two job fairs and next week will host a third, partnered with Channel 6 and City of

	<p>Orlando, at CSCF's Osceola office.</p> <p><u>Youth Navigator RFQ</u> Mr. Bough stating that CSCF issued an RFQ for two additional Youth Navigators with the purpose to expand outreach to targeted youth populations. The RFQ was issued on 10/6/17 and six proposals were received. On 10/27/17 a review team consisting of Mr. Bough and staff members Ms. Candace Burns and Mr. Jason Lietz reviewed, evaluated and discussed the six proposals. Based on their analysis, the review team concluded that that none of the responders met all requirements and concurred to reissue the RFQ and review additional proposals in early January with the anticipated goal to attain two additional youth navigators by end of January 2018.</p> <p><u>High Growth Industry Dialogue</u> Ms. Blanco provided additional data on training, placement and wages in HGI for FY 15-16 and 16-17. Ms. Blanco relayed the following highlights:</p> <ul style="list-style-type: none"> • Construction: 90% trainee completion with 70.3 getting placed into employment • Healthcare: 76.2% trainee completion with 79.1% placed into employment. • The follow HGI sectors achieved wages \$13 or above: Trade & Logistics, Business & Professional Services, Manufacturing and Healthcare (Construction slightly under \$13) <p>The Committee reviewed and discussed the importance to for further detailed data separated by training provider/programs and businesses/occupations – i.e. within a hospital, which occupations yield career paths and upward mobility?</p> <p><u>Retreat Follow-up Discussion</u> The Committee concurred that above additional data will help for Retreat follow-up discussion at the December Board meeting and help redefine strategic plan on where to best position assets for greater impact – what are the high growth careers?</p>	<p><i>Staff to provide detailed data separated by training/provider/programs and businesses/occupations.</i></p>
7	<p><u>Other Business</u> Ms. Blanco provided a report on workplace benefits, which is in response to the Committee's question, at the 10/4/17 meeting, on how workplace benefits are tracked as candidates are hired and employers post open opportunities. In summary, Ms. Blanco stated of those individuals hired 57.5% (from last two program years) and</p>	

	and 44.9% (this program year) have received some level of benefits; and of employers posting job orders 26% (from last two program years) and 27.8% (this program year) offer benefits.	
8	Adjournment There being no other business, the meeting adjourned at 4:51 pm.	

Respectfully submitted,

Kaz Kasal
Executive Coordinator