



**Career Services Committee Meeting
Thursday, February 15, 2024, 3:00 p.m.**

MINUTES

MEMBERS PRESENT: Andrew Albu, Casey Ferguson, Mark Havard, Karen Hogans, Ed James, Molly Kostenbauder, Ben Larry, Snak Nakagawa, Jonathan Shaefer and Dr. Vazquez

MEMBERS ABSENT: Kristin Gray and Sean Donnelly

STAFF PRESENT: Nilda Blanco, Tadar Muhammad, Marcela DeFaria, Sean Masherella, Christine Jolliff and Kaz Kasal

Agenda Item	Topic	Action Item / Follow Up Item
1	<p>Welcome Mr. Albu, Committee Chair, called the meeting to order at 3:03 p.m. Mr. Albu welcomed new board members Mr. Jonathan Schaefer, with Kalos Services and Casey Ferguson with Casey Ferguson Cattle LLC. Previously, Mr. Ferguson was serving as a non-board member on this committee.</p>	
2	<p>Roll Call / Establishment of Quorum Ms. Kasal reported a quorum present.</p>	
3	<p>Public Comment None offered.</p>	
4	<p>Approval of Minutes</p> <ul style="list-style-type: none"> Reviewed draft minutes from 11/16/23 Career Services Committee meeting (attachment). 	<p>Mr. Havard made a motion to approve the minutes from the 11/16/23 Career Services Committee meeting. Mr. Nakagawa seconded; motion passed unanimously.</p>
5	<p>Information / Discussion / Action Items</p> <p><u>Scorecard – 2nd Quarter</u></p> <ul style="list-style-type: none"> Reviewed scorecard through 2nd quarter (7/1/23 thru 12/31/23) (attachment). <p><u>Update – Training Investments PY 23-24</u></p> <ul style="list-style-type: none"> Reviewed update on training investment activities and by industry. Discussed strategies and where to prioritize remaining resources (attachment). <p><u>Feedback:</u></p> <ul style="list-style-type: none"> It is important to change strategy to business alignment first and occupations in demand to keep current with employer needs. CSCF should proactively promote career awareness of demand occupations. CSCF could consider funding partners that can support customers and meet employer needs to expand reach. Continue to focus and increase awareness on STEM careers is good. CSCF should take a deeper dive with career seekers to assess if they are a good match to the job for the long term. <ul style="list-style-type: none"> Provide personality testing – does temperament and value-set fit 	<p><i>Staff to provide an update on programs that are closing at next meeting.</i></p> <p><i>Staff to present recommendations on training strategies for next PY at the next meeting.</i></p>

<p>for job?</p> <ul style="list-style-type: none"> ○ Assessments – do they have the aptitude for the job? ○ Education background ○ Include Scenario Assessment ○ More focus on interviewing skills and behavior-based interviewing ○ Dress for job ○ Check with State on Xello application used by CTE programs. <p><u>Summer Youth Employment Program</u></p> <ul style="list-style-type: none"> ● Reviewed 2024 Summer Youth Employment Programming Tracks: Explore, Engage and Experience, with each track for specific age group. Also reviewed target enrollments per track (attachment). ● Application period to close by 4/1/24. <p>1. <u>Providers Recommendations for Approval</u> Reviewed action memo with staff recommendation to renew contracts of the program provider vendors, as listed in memo, from last program year.</p> <p><u>Federal Performance Update</u></p> <ul style="list-style-type: none"> ● Reviewed Federal Indicators of Performance for 4th quarter of PY 2022-2023 and 1st quarter of PY 2023-2024, actual vs. goal. ● Reviewed monitoring results for PY 2022-2023 (attachment). 	<p>Mr. Schaefer made a motion to approve, for Board’s final approval, renewal of contracts with program provider vendors, as listed on “Explore Program” chart of action memo, with budget not to exceed \$485,000. Mr. James seconded, with Dr. Kostenbauder and Dr. Vazquez abstaining; motion passed.</p> <p>Mr. Ferguson made a motion to approve, for Board’s final approval, renewal of contracts with program provider vendors, as listed on “Engage Program” chart of action memo, with budget not to exceed \$448,000. Dr. Vazquez seconded; motion passed</p>
---	---



	<u>Grant Updates</u> <ul style="list-style-type: none">Reviewed an update on grants awarded and duration of grant (attachment).	
6	<u>Other Business</u> <ul style="list-style-type: none">None.	
7	Adjournment Meeting adjourned at 4:32 p.m.	

Respectfully submitted,

Kaz Kasal
Executive Board Coordinator