



DRAFT
Career Services Committee Meeting
Thursday, September 12, 2024, 3:00 p.m.

MINUTES

MEMBERS PRESENT: Andrew Albu, Casey Ferguson, Karen Hogans, Molly Kostenbauder, Chris Pascal, Brinkley Ruffin, Jonathan Schaefer and Richard Watford

MEMBERS ABSENT: Sean Donnelly, Mark Havard, Ed James, Ben Larry, Snak Nakagawa, and Maria Vazquez

STAFF PRESENT: Tadar Muhammad, Nilda Blanco, Gina Ronokarijo, Marcela DeFaria, Vince Bruno and Kaz Kasal

GUESTS PRESENT: Kyle Hayes / Commercial Vehicle Training Association (CVTA); Brad Ball, Don Hudson and Catherine Merola / Roadmaster

Agenda Item	Topic	Action Item / Follow Up Item
1	<p>Welcome</p> <ul style="list-style-type: none"> Mr. Albu, Committee Chair, called the meeting to order at 3:02 p.m. and welcomed new committee members, Mr. Pascal, Mr. Rufin and Mr. Watford, who introduced themselves. Mr. Albu informed that Dr. Kostenbauder would be Vice Chair of this Committee. Committee and staff engaged in an ice breaker activity to learn about each other. 	
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 5/23/24 Career Services Committee meeting (attachment). 	<p>Mr. Schaefer made a motion to approve the minutes from the 5/23/24 Career Services Committee meeting. Ms. Hogans seconded; motion passed unanimously.</p>
5	<p>Action Items / Discussion / Information <u>Action Items</u></p> <ul style="list-style-type: none"> <u>MOU with Ironworkers Local Union 808 Joint Apprenticeship Trust</u> <ul style="list-style-type: none"> Reviewed the MOU (Memorandum of Understanding) between CSCF and Ironworkers Local Union 808 Joint Apprenticeship Trust to support training of apprentices who qualify for workforce funds (attachment). 	<p>Dr. Kostenbauder made a motion to approve for Board's final approval the agreement between CSCF and Ironworkers Local Union 808 Joint Apprenticeship Trust Fund to support up to 46 apprenticeships based on the funding availability and program requirements. Ms. Hogans seconded, with Mr. Watford abstaining; motion passed unanimously.</p>

<p><u>Discussion Items:</u></p> <ul style="list-style-type: none"> • <u>Career Services Committee Charter:</u> <ul style="list-style-type: none"> - Reviewed the Charter which has been modified for clarity, as well as to make sure responsibilities and metrics are properly aligned (attachment). <p><u>Information Items:</u></p> <ul style="list-style-type: none"> • <u>Workforce Operations:</u> <ul style="list-style-type: none"> - <u>End of Year Scorecard for PY 2023-2024:</u> <ul style="list-style-type: none"> o Reviewed final results of PY 23-24 scorecard (attachment). - <u>PY 2024-2025 Performance Targets:</u> <ul style="list-style-type: none"> o Reviewed Performance Targets for PY 2024-2025 (attachment). - <u>Eligible Training Provider List (ETPL) Infrastructure Occupations Review</u> <ul style="list-style-type: none"> o Staff currently reviewing the occupational clusters to include a deeper dive with infrastructure occupations. At an upcoming meeting, staff will provide recommendations on how to serve more individuals with limited funds. - <u>Update – One Stop Operator Agreement:</u> <ul style="list-style-type: none"> o New contract has been approved with Thomas P. Miller & Associate, LLC at a substantial cost savings. • <u>Strategic Initiatives Review:</u> <ul style="list-style-type: none"> - <u>Education & Industry Consortium Update:</u> <ul style="list-style-type: none"> o Received following updates: <ul style="list-style-type: none"> ➢ Education & Industry Consortium met in June 2024 and topic was the impact of AI (Artificial Intelligence) in job market and how students are learning. Conversations around AI to continue at next meeting ➢ Next Education & Industry Consortium meeting is on 10/22/24. Workgroups will meet prior to this date to gather information on generational differences with regard to each generation’s views and perspectives in the workplace. 	<p>Mr. Schaefer made a motion to approve for Board’s final approval the modified Charter, as presented. Mr. Ferguson seconded; motion passed unanimously.</p>
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	<ul style="list-style-type: none">- <u>Grant Updates:</u><ul style="list-style-type: none">• Reviewed updates on current activities with grants.	
6	<u>Other Business</u> <ul style="list-style-type: none">• None provided.	
7	Adjournment Meeting adjourned at 4:06 p.m.	

Respectfully submitted,

Kaz Kasal
Executive Coordinator

APPOINTED OFFICERS (continued)

- A copy of the form must be provided immediately to the other members of the agency.
- The form must be read publicly at the next meeting after the form is filed.

IF YOU MAKE NO ATTEMPT TO INFLUENCE THE DECISION EXCEPT BY DISCUSSION AT THE MEETING:

- You must disclose orally the nature of your conflict in the measure before participating.
- You must complete the form and file it within 15 days after the vote occurs with the person responsible for recording the minutes of the meeting, who must incorporate the form in the minutes. A copy of the form must be provided immediately to the other members of the agency, and the form must be read publicly at the next meeting after the form is filed.

DISCLOSURE OF LOCAL OFFICER'S INTEREST

I, Richard Watford, hereby disclose that on September 12, 20 24 :

(a) A measure came or will come before my agency which (check one or more)

- inured to my special private gain or loss;
- inured to the special gain or loss of my business associate, _____ ;
- inured to the special gain or loss of my relative, _____ ;
- inured to the special gain or loss of Ironworkers Local 808, by whom I am retained; or
- inured to the special gain or loss of _____ , which is the parent subsidiary, or sibling organization or subsidiary of a principal which has retained me.

(b) The measure before my agency and the nature of my conflicting interest in the measure is as follows:

The Career Services Committee voted to approve "MOU with Ironworkers Local Union 808 Joint Apprenticeship Trust [Agenda Item 5A 1)]. As Director of Ironworkers Local 808, I would not benefit personally but my employer, Ironworkers Local 808, could benefit, pending CSCF Board approval.

If disclosure of specific information would violate confidentiality or privilege pursuant to law or rules governing attorneys, a public officer, who is also an attorney, may comply with the disclosure requirements of this section by disclosing the nature of the interest in such a way as to provide the public with notice of the conflict.

9/12/2024

Date Filed



Signature

NOTICE: UNDER PROVISIONS OF FLORIDA STATUTES §112.317, A FAILURE TO MAKE ANY REQUIRED DISCLOSURE CONSTITUTES GROUNDS FOR AND MAY BE PUNISHED BY ONE OR MORE OF THE FOLLOWING: IMPEACHMENT, REMOVAL OR SUSPENSION FROM OFFICE OR EMPLOYMENT, DEMOTION, REDUCTION IN SALARY, REPRIMAND, OR A CIVIL PENALTY NOT TO EXCEED \$10,000.