



**CAREERSOURCE CITRUS LEVY MARION  
Performance and Monitoring Committee**

**MINUTES**

DATE: November 5, 2019  
PLACE: College Of Central Florida, Enterprise Center, Building 42, Ocala, FL  
TIME: 9:00 a.m.

**MEMBERS PRESENT**

Brandon Whiteman  
Fred Morgan  
Kimberly Baxley  
Pat Reddish  
Ted Knight, Chair  
William Burda

**MEMBERS ABSENT**

**OTHER ATTENDEES**

Rusty Skinner, CSCLM  
Kathleen Woodring, CSCLM  
Dale French, CSCLM  
Cory Weaver, CSCLM

Cira Schnettler, CSCLM  
Steven Litzinger, CSCLM

**CALL TO ORDER**

The meeting was called to order by Ted Knight, Chair, at 9:00 a.m.

**ROLL CALL**

Cira Schnettler called roll and a quorum was declared present.

**APPROVAL OF MINUTES**

William Burda made a motion to approve the minutes from the August 6, 2019 meeting. Fred Morgan seconded the motion. Motion carried.

**DISCUSSION ITEMS**

**State Updates**

Rusty Skinner informed the committee that it has been brought to our attention that the State is concerned over another region's structure. He also explained that the DOL has rejected portions of the DEO response to the Tampa Bay audit.

### Workforce Issues that are Important to Our Community

Rusty informed the committee that at the last Citrus Chamber luncheon featured keynote speaker Jamal Sowell, Florida Secretary of Commerce and President / CEO of Enterprise Florida. After the luncheon, a group of key individuals stayed to discuss community issues. Potentially, a focus group could be created to discuss industry issues.

Fred Morgan stated that a major issue he is seeing in the community is a lack of transportation. Kathleen Woodring noted that CLM leadership is actively involved in several community groups and lack of transportation is a priority discussion among community agencies.

### **ACTION ITEMS**

#### 2018-19 FINAL Financial Compliance Monitoring Report

Dale French was happy to announce to the committee the report reflects no findings or other compliance issues. Kim Baxley congratulated the staff for an exemplary report. Rusty Skinner stated that the finance team does an excellent job. William Burda made a motion to accept the financial monitoring report. Fred Morgan seconded the motion. Motion carried.

#### Independent Monitoring RFP

Dale French advised the committee that after the RFP was posted only one entity submitted a proposal. The entity provided a thorough proposal and has previous workforce experience. It was recommended by the Executive Committee that met during a special meeting on October 23, 2019 to begin the process of reviewing the proposal moving the process along for a possible sole source procurement. William Burda made a motion to approve staff to begin the negotiation process with Indelible Solutions to secure a contract for services. Fred Morgan seconded the motion. Motion carried.

### **PROJECT UPDATES**

Workforce Intelligence - Sept 2019

Performance Measures - August 2019

Indicators of Performance – June 2019

Quarterly Reports – July - Sept 2019

Citrus, Levy, Marion County Reports

Mobile Resources Units 1 and 2 Reports

Mobile Resources Units 1 and 2 Reports

Cory Weaver reviewed the report updates with the committee, noting the following:

- Apprenticeships now appear on the Workforce Intelligence report.
- The Performance Measures report is reflecting a positive trend in increases year over year. Dale French attributed the increases to improvements in the economy, and increased recruiting efforts in Business Services and the Talent Center.

### Net Promoter Reports

Steven Litzinger provided a summary of the Net Promoter outcomes. The Transactional scores and center scores are on par with last year. The Relationship score is up 15% and this is possibly due to more candidates being hired within the first six months of utilizing our services. The SNAP and Talent Center scores are also staying consistent.

### Talent Center

Dale French reviewed the Talent Center reports.

### Event Report

Dale French advised the committee that the increase in attendees and hires for the last month was due to the extremely successful Marshalls hiring event and Customer Service job fair.

### **MATTERS FROM THE FLOOR**

None

### **ADJOURNMENT**

There being no further business, the meeting was adjourned at 10:23 a.m.

### **APPROVED:**

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