



**CAREERSOURCE CITRUS LEVY MARION  
Career Center Committee**

**MINUTES**

DATE: November 21, 2019  
PLACE: College Of Central Florida, Enterprise Center, Building 42, Ocala, FL  
TIME: 9:32 a.m.

**MEMBERS PRESENT**

Charles Harris  
Carol Jones  
Lanny Mathis

**MEMBERS ABSENT**

David Benthusen  
John Cook  
Jorge Martinez  
Judy Houlios

**OTHER ATTENDEES**

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

Cira Schnettler, CSCLM  
Cindy LeCouris, CSCLM  
Steven Litzinger, CSCLM

**CALL TO ORDER**

The meeting was called to order by Charles Harris at 9:32 a.m.

**ROLL CALL**

Cira Schnettler called roll and a quorum was declared present.

**APPROVAL OF MINUTES**

Carol Jones made a motion to approve the minutes from the August 1, 2019 meeting. Lanny Mathis seconded the motion. Motion carried.

**DISCUSSION ITEMS**

**Introductions**

Rusty Skinner introduced Cindy LeCouris as the new Assistant Director of Career Services to Dale French, the Director of Operations. She will be attending the meetings in the future. Charles Harris congratulated Cindy on her promotion.

**State Update**

Rusty Skinner recently learned that DEO is proposing the possibility of revamping the state board structure. Locally, the only impact this is currently causing is a standstill on

creating the sub-guarantee agreements. Long term impacts are being evaluated. 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

The committee members did not have any issues to report.

#### Annual Plan Preparations

Dale French announced that direction from DEO has been received regarding the annual plan. The plan is updated every four years and the 2020-2024 plan is due March 16, 2020 to DEO. There will be a 30 day public comment timeframe after it is created, with open houses in all three counties. Rusty Skinner noted that the Inter-Local Agreement and the Local Elected Official Agreements will also renew this year. The By-Laws will need to be updated to meet the requirements mandated by state and federal laws. The documents will be presented to the Consortium and/or the Board for approval.

#### Metrix Learning Partnership with CF

Rusty Skinner advised that the Metrix Learning program is being looked at as another tool in our toolbox along with 180 Skills to further outreach to isolated areas within our region. The program will assist in identifying educational or skill deficits within a zip code. With community partner relationships, a structure and initiatives to meet the specific needs of individuals can be developed. Initial discussions are occurring with CF on how we can work together to utilize the program, and then relationships will be expanded to include other community partners.

#### MRMA Retention Survey

Rusty Skinner explained that we are working with TPMA to develop a retention survey. Retention will also be the focus of the 2020 State of the Workforce Conference slated for April 23. The Conference will focus on business retention, as well as market area retention.

### **ACTION ITEMS**

#### Interstate Commercial Driving School

Carol Jones made a motion to approve acceptance of Interstate Commercial Driving School as a training provider for CMV Class A Driving Program contingent on showing proof of registration and performance data submittal to the FETPIP program. Lanny Mathis seconded the motion. Motion carried.

#### National Training Application

Lanny Mathis made a motion to approve acceptance of National Training as a training provider for CDL NOW and approve acceptance of National Training as a training provider for Heavy NOW on a probationary period, with the intent to review the Heavy NOW program local performance in May to determine if the minimum performance requirements are being met. Carol Jones seconded the motion. Motion carried.

### 180 Skills Training Provider

Dale French emphasized that CareerSource Florida is updating their policy to remove the requirement for approved training providers to report placement information to the Florida Educational and Training Placement Information Program and will permit providers that are recognized in their home state, but not necessarily in Florida. 180 Skills is recognized in Indiana. Lanny Mathis made a motion to approve acceptance of 180 Skills LLC as an online training provider for our area. Carol Jones seconded the motion. Motion carried.

### Metrix Learning Training Provider

Dale French noted that Metrix Learning is an approved provider through the State of New York. Carol Jones made a motion to approve acceptance of Metrix Learning as an online training provider for our area and approval to contract with them up to \$35,000 for unlimited service.

### Targeted Sector Addition

Dale French was happy to advise the committee that CF is adding a hospitality apprenticeship program. We currently work with the local hotel groups to develop a Hospitality Academy. This apprenticeship program is a positive addition and will open a variety of career paths for our customers in the hospitality industry. Lanny Mathis made a motion to approve the addition of Hospitality as a targeted sector. Carol Jones seconded the motion. Motion carried.

## **PROJECT UPDATES**

### Event Report

Dale French reported to 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.

### Apprenticeship Grants

Dale French stated that the masonry apprenticeship program at MTC is doing well and we will be assisting with providing enrollees for the Spring session. Continued discussions are happening with businesses in Citrus County to create a plumbing assistant apprenticeship, but it has not had any new developments.

### 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.

### Youth Programs

Dale French reported that the current Youth Build cohort will meet and exceed its goal. A grant application has been submitted and is under review to continue the program.

**MATTERS FROM THE FLOOR**

**ADJOURNMENT**

There being no further business, the meeting was adjourned at 10:25 a.m.

**APPROVED:**

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