



**CAREERSOURCE CITRUS LEVY MARION
Career Center Committee**

MINUTES

DATE: February 20, 2020
PLACE: College Of Central Florida, Enterprise Center, Building 42, Ocala, FL
TIME: 9:30 a.m.

MEMBERS PRESENT

Charles Harris
Carol Jones
David Benthusen
Lanny Mathis
John Cook
Jorge Martinez
Judy Houlios

MEMBERS ABSENT

OTHER ATTENDEES

Ted Knight, Board Member
Dale French, CSCLM
Steven Litzinger, CSCLM

Cira Schnettler, CSCLM
Cindy LeCouris, CSCLM

CALL TO ORDER

The meeting was called to order by Charles Harris at 9:30 a.m.

ROLL CALL

Cira Schnettler called roll and a quorum was declared present.

APPROVAL OF MINUTES

Ted Knight made a motion to approve the minutes from the November 21, 2019 meeting. Lanny Mathis seconded the motion. Motion carried.

DISCUSSION ITEMS

State Update

Dale French stated that Rusty Skinner and Kathleen Woodring were attending the CareerSource Florida board meeting in Tallahassee. Updates from the meeting will be provided in the upcoming committee meetings and board meeting in March.

Workforce Issues that are Important to Our Community

The committee members did not have any issues to report. Charles Harris reminded everyone about the upcoming State of the Workforce Conference on April 23.

Workforce Services Plan Preparations

Dale French stated that the Local Plan is due to DEO on March 16th. The Plan was sent to the board members and the Consortium for suggestions and comments. Board members can send their thoughts to Rusty Skinner, Kathleen Woodring, and Dale French. The Plan has been publicly noticed. Public comment and information sessions have been set next week in all three counties at 2 pm in the CareerSource offices. Citrus will be held on Monday, Levy on Tuesday, and Marion is at the 14th Street location on Wednesday.

Independent Monitoring

Dale French advised the committee that the Performance and Monitoring committee met with the only respondent for the RFP for monitoring services. Underwood Sloan and Associates provided an overview of the scope of work they would perform. The representatives have experience working with DEO and Homeland Security. They also have extensive experience in monitoring. The original RFP requested the scope of work and budget based on a year of performance. Approval was given by the Performance and Monitoring committee on January 14, 2020 to proceed with an agreement through June 30, 2020. The scope of work and budget were reduced by 50% (to account for a ½ year contract). Underwood Sloan and Associates will use this 6 month timeframe to perform an in-depth assessment and will provide a report at the June board meeting. DEO will perform programmatic monitoring in May. The independent monitor will analyze our processes from beginning to end, providing a full picture of the services provided. Taking an in-depth analysis of whether the services provided are necessary, delivered correctly and funding placed appropriately. The representatives will provide their first report to the board in June.

ACTION ITEMS

None

PROJECT UPDATES

TPMA

Dale French updated the committee on a recent training provided to business services by TAD Grants. TAD Grants provides business services training and certification to business development staff. The business services team is working on a strategic plan and action plan on how they will implement the training with our One Stop Operator – TPMA. TPMA will assist in finalizing the plan and will continue to work with Business Services staff through implementation.

Event Report

Dale French reviewed the attached report, noting the Marshalls hiring event. He also stated that job fairs are being held in jails for individuals in pre-release. Hosting job fairs in the jails helps with recidivism and identifies individuals with skill sets needed by many

of the businesses. After receiving a grant from CS FL, a CLM career coach has been providing workforce services to the inmates at Lowell Women's Prison since August. Several participants are developing their skillsets through a partnership with CF and their advanced manufacturing program. Three women from the prison have received employment after their release.

The Citrus Youth Career Expo will be held on February 28 and the Levy Career Expo will be held on March 13.

Youth Programs

Dale French reviewed the report, noting the extremely successful partnership with Habitat for Humanity and that the program is exceeding the initial goals. The Youth Build program has been recently awarded funding for another two years. The goal will be to enroll additional 48 youth. The first wall raising will be on April 16.

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. A construction apprenticeship program is also being launched. MTC is looking to hire an apprenticeship staff coordinator from grant funds funding the position through June 30. This position would navigate apprenticeship processes. If successful, potentially this position would transition to our payroll July 1 with similar responsibilities.

Dale French also stated that a hospitality apprenticeship through CF will be launched in the Spring.

Net Promoter Reports

Steven Litzinger provided a summary of the Net Promoter outcomes. Both transactional and relationship scores are the highest they have ever been, confirming the high level customer service provided by the staff to customers and businesses. The SNAP report is showing a 5% increase from the last report.

MATTERS FROM THE FLOOR

ADJOURNMENT

There being no further business, the meeting was adjourned at 10:03 a.m.

APPROVED:
