



**CAREERSOURCE CITRUS LEVY MARION
Career Center Committee**

MINUTES

DATE: November 19, 2020
PLACE: Teleconference Only
TIME: 9:30 a.m.

MEMBERS PRESENT

Carol Jones
Charles Harris
Lanny Mathis
Jorge Martinez

MEMBERS ABSENT

David Benthusen
Judy Houlios

OTHER ATTENDEES

Dale French, CSCLM
Cory Weaver, CSCLM
Cindy LeCouris, CSCLM

Larry Trowbridge, CSCLM
Cira Schnettler, CSCLM

CALL TO ORDER

The meeting was called to order by Charles Harris at 9:37 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 20, 2020 meeting. Jorge Martinez seconded the motion. Motion carried.

DISCUSSION ITEMS

State Update

Dale French updated the committee on the acquirement of RA claimant information through the Data Sharing Agreement with DEO. CLM has secured approximately 42,000 records of individuals that have been entered into the unemployment system. A variety of outreach methods will be utilized to notify the participants that the current work registration and job search waivers are set to expire December 5. Participants will be required to submit five job applications weekly. Charles Harris inquired if candidates

are earnestly applying for positions or are they only applying to meet the requirement and is there a way to track qualified referrals. Dale French stated, in the past the weekly five job search requirement has been cumbersome for employers as they received numerous unqualified candidates applying for positions just to meet the requirement. We have not tracked this ratio in the past, but reports can be pulled from Employ Florida identifying the number of job order referrals to the number of placements.

Workforce Issues that are Important to Our Community

Charles Harris asked if employers have been providing any feedback regarding COVID-19 impact on their businesses and future hiring. Dale French stated that there have not been trends showing a decline in hiring and that the local job market is strong.

COVID – DW Grant

Cory Weaver updated the committee on the statewide grant that was received to employ dislocated workers who are currently unemployed due to COVID-19 with non-profit organizations who are conducting humanitarian works directly related to the COVID-19 recovery. Ten host agencies are in the program. Up to forty workers can participate in the program. There are currently seven active workers in the program. Of those seven, four have been hired by the host agency. We will continue to recruit for this grant. The grant expires June 2022.

One Stop Operator – Vision of Responsibilities

Dale French reviewed the roles of a service provider versus the role of the one stop operator and discussed how the current definition and responsibilities of the one stop operator were decided on during WIOA implementation in 2016. He stated that TPMA was contracted in 2016 as the One Stop Operator. They have acted on a consultant level providing review and guidance on process and policy, regularly monitors customer service flows and efficiencies, and coordinates services provided through career centers. Dale French requested feedback from the committee on the current structure. With no feedback from the committee, Committee Chair Charles Harris stated that current model seems to be working efficiently and should continue with the same level of services.

PUBLIC COMMENT

None

ACTION ITEMS

One Stop Operator RFP

Cindy LeCouris explained to the committee that the RFP (request for proposals) needs to be changed to an ITN (Invitation to Negotiate). Lanny Mathis approved the request for One Stop Operator services and change the request from an RFP to an ITN. Jorge Martinez seconded the motion. Motion carried.

Youth Service Provider ITN

Jorge Martinez made a motion to approve the Youth Service Provider ITN. Lanny

Mathis seconded the motion. Motion carried.

WE/Internship Payroll Services RFQ

Lanny Mathis made a motion to approve the WE/Internship Payroll Services RFQ. Jorge Martinez seconded the motion. Motion carried.

PROJECT UPDATES

Career Center Operations

Dale French updated the committee regarding center operations. The centers continue to have hours from 9 am – 4 pm, with one hour before and after where staff sanitize the offices. All centers have transitioned to in-person appointments and walk-ins. Center staff have been broken into rotating teams as to not disrupt services if there is a COVID-19 exposure. Centers have PPE supplies and an ionization sanitizer. Charles Harris expressed appreciation for the efforts to keep staff and customers healthy.

Talent Center

Dale French reviewed the quarterly Talent Center report noting the fluctuations in traffic prior to and through the pandemic. The Talent Center has re-opened for walk-in traffic also. Placements are increasing as businesses reopen.

Event Report

Dale French highlighted items from the Event Report, noting hiring events for the Dollar Tree Distribution Center and Amazon.

Metrix Online Learning

Cory Weaver provided participant activity for the region, distinguishing those individuals who utilized the platforms at CF and those who utilized the platform elsewhere. The platform was initially rolled out in Levy County and will now be offered in Citrus and Marion counties. Locations with computers and internet access are being explored. The Citrus County library system is a potential partner. She also highlighted the most popular pathways and courses.

Apprenticeships

Cory Weaver provided status updates on the five apprenticeship programs. As noted on the report three of those programs are delayed due to COVID-19. The other 2 programs are active. Of the eleven enrollees in the two active programs, two referrals have been hired.

Net Promoter

Steven Litzinger explained that surveying customers was suspended for March, April, May, and June due to the pandemic. Since re-opening by appointment in July transactional responses are being tracked and relationship surveys will be sent in January. Through the challenges of the pandemic, staff provided positive professional experiences for the customers, which are reflected in the Net Promoter scores and survey comments. A full list of comments from the 137 surveys is available upon request.

MATTERS FROM THE FLOOR

None

ADJOURNMENT

There being no further business, the meeting was adjourned at 10:41 a.m.

APPROVED:
