



**CAREERSOURCE CITRUS LEVY MARION
Career Center Committee**

MINUTES

DATE: May 20, 2021
PLACE: College of Central Florida, Enterprise Center
3003 SW College Road, Ocala, FL 34474
TIME: 9:30 a.m.

MEMBERS PRESENT

Carol Jones
Charles Harris
David Benthusen
Jorge Martinez
Judy Houlios

MEMBERS ABSENT

John Cook
Lanny Mathis

OTHER ATTENDEES

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

Cira Schnettler, CSCLM
Nithya Pramekumar, TPMA

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

Jorge Martinez made a motion to approve the minutes from the February 18, 2021 meeting. Judy Houlios seconded the motion. Motion carried.

DISCUSSION ITEMS

State Update

Rusty Skinner updated the committee on the following items:

- Bills 1507 and 98 were approved. There are a variety of challenges that will arise out of the approval. Eight-year term limits for our board being one of them. The Bills will also impact our education partners.

- The administrative changes that have taken place at DEO and the partnership with CareerSource is moving in a positive direction.

Charles Harris thanked Rusty Skinner for his continuous email communications and updates regarding progress on these items.

Workforce Issues that are Important to Our Community

Rusty Skinner welcomed comments from the committee. Charles Harris asked what tactics might be used to motivate job seekers to find employment. Dale French stated that we are confident that at the end of May the work search restrictions will be expiring. Individuals will need to utilize our services for assisting with job searching to continue to receive benefits.

Citrus County Sign-On Bonus

The Citrus County BOCC approved \$100,000 in funding for Citrus County businesses to hire Citrus County residents through the CARES Act. Of the \$100,000, \$30,000 is earmarked for child-care services that are pass-through funds from CLM and will be provided to the YMCA to provide childcare services. The Citrus County BOCC is setting the policy for the funding and CLM will be managing the program. The packet contains an outline of services that CLM will provide to Citrus County businesses. The program will be run through our Citrus County Career Center.

PUBLIC COMMENT

None

ACTION ITEMS

Eckerd Budget Modification

Cindy LeCouris explained to the committee that Eckerd is requesting a budget modification to transition funds that were dedicated for staff travel to staff development. David Benthussen made a motion to approve the budget modification. Judy Houlios seconded the motion. Motion carried.

Talent Management Selection RFP

Cindy LeCouris explained to the committee that in 2017 CLM procured the AKKENCloud platform to provide the Talent Center with a professional talent management system. Numerous challenges developed and the software is no longer meeting the needs of staff. A new system needs to be explored that will meet the Talent Center's candidate sourcing needs. David Benthussen made a motion to approve the request to draft the RFP and begin the evaluation process of a new Talent Management System. Judy Houlios seconded the motion. Motion carried.

Recovery Navigator

Cory Weaver notified the committee that CLM was selected to receive funding for a pilot project to hire a Recovery Navigator. The Navigator would work with community partners, CLM career coaches and business services staff to establish best practices on serving individuals with substance abuse disorders. David Benthussen made a motion to

approve the acceptance of the Recovery Navigator funding and the addition of the position.

PROJECT UPDATES

Covid Operational Update

Dale French updated the committee regarding center operations. The Marion Center has been reduced to a two-week staff rotation from a three-week rotation. CLM administrative staff will be coming back to the office full-time beginning June 1. Potentially for all the centers, all telework and in-office rotations will end in July. There will be a conservative approach to staff returning to the centers as to keep staff and job seekers safe and healthy.

Talent Center

Andrea Abrams reviewed the quarterly Talent Center report. Traffic has remained steady with student activity. There were significant decreases in the areas of resume assistance, referrals, and placements. She also noted that a new business development coordinator will be joining the Talent Center team in June.

Event Report

Cory Weaver highlighted items from the Event Report, noting the top three hiring events so far have been with AutoZone, Amazon, and the World Equestrian Center. Hiring event activity in general is increasing and could potentially increase significantly as the work search restrictions are lifted. We hope to see increased activity in Levy County once the economic development director position is filled.

Metrix Online Learning

Cory Weaver shared details from the report, noting the most popular pathways and courses. Charles Harris asked if the courses were listed by rank and Cory Weaver confirmed that they were.

Net Promoter

Steven Litzinger explained that the centers continue to maintain a high level of customer service satisfaction. He noted that the business services surveys were handled by the State and have now been brought in-house through the Net Promoter system. There was a decrease in the number of surveys in the transition and is confident that there will be an increase in the next reporting. Talent Center also has a high level of customer service satisfaction.

YouthBuild

Cory Weaver was happy to report that the second cohort is underway and is progressing successfully. Further details for graduation will be provided soon and invitations will be sent out.

Youth Expos

All three of the expos were very successful. Survey results were consistent for all three expos and positive feedback was received. Through the virtual platform more students

were reached. This is a great avenue to reach middle schoolers to help them identify program pathways through their high school education. Potentially, next year's expo will be a hybrid of in-person and virtual. Cory Weaver thanked Carol Jones and David Benthusen for their support. Carol Jones complimented all the CLM staff on making the events a great success. The speakers were very engaging and she appreciated everyone's efforts.

Apprenticeships

Cory Weaver provided status updates on the four apprenticeship programs. CF recently held a ribbon cutting for the new apprenticeship program lab supported by Lockheed Martin. Two new companies have also reached out regarding apprenticeship services.

In-Person Customer Data

Cory Weaver reviewed the report. In-person traffic is steadily climbing while online traffic is decreasing. Due to the staff rotations at the centers and staff taking great care to keep a safe environment for each other and the customers there has not been a center closure since September. The Centers are preparing for the influx once the work search registrations are lifted from the State. Equipment is being updated. Centers now have hands free thermometers and hand sanitizer stations. We are taking as many steps as possible to be prepared for the job seekers.

MATTERS FROM THE FLOOR

Rusty Skinner reminded the committee members of the DEO board governance training on May 27 for board members. He encouraged everyone to attend. Charles Harris reminded everyone to complete the internal CLM board member orientation by June 30.

ADJOURNMENT

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

APPROVED:
