



**Consortium
AGENDA**

**Wednesday, August 25, 2021 – 2:30 p.m.
Enterprise Center Bldg 42, 3003 SW College Rd, Suite 206, Ocala, FL**

**Zoom Meeting Info: <https://us02web.zoom.us/j/87449043238>
Phone 1-646-558-8656 Meeting ID: 874 4904 3238**

Call to Order		J. Gold
Roll Call		C. Schnettler
Approval of Minutes, June 17, 2021	Pages 2 - 4	J. Gold

DISCUSSION ITEMS

State Update		R. Skinner
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ACTION ITEMS

New Member Appointment	Pages 5 - 6	R. Skinner
ITA Waiver	Pages 7 -11	R. Skinner

PUBLIC COMMENT

PROJECT UPDATES

None

MATTERS FROM THE FLOOR

ADJOURNMENT

2020 – 2021 MEETING SCHEDULE						
Performance/ Monitoring	Business and Economic Development	Career Center	Marketing/ Outreach	Executive	Full Board	
All in-person committee meetings are held at the CF Ocala Campus, Enterprise Center, Room 206. All teleconference meetings will be held through Zoom.						
Tuesday, 9:00 am	Thursday, 9:00 am	Thursday, 9:30 am	Wednesday, 9:00 am	Wednesday, 9:30 am	Wednesday, 11:30 am	
8/11/2020	8/13/2020	8/20/2020	8/26/2020	9/2/2020	9/9/2020	Zoom
11/3/2020	11/5/2020	11/19/2020	11/18/2020	12/2/2020	12/9/2020	Zoom
2/9/2021	2/11/2021	2/18/2021	2/24/2021	3/3/2021	3/24/2021	CF Ocala
5/11/2021	5/13/2021	5/20/2021	5/26/2021	6/2/2021	6/9/2021	CF Ocala

OUR VISION STATEMENT

To be recognized as the number one workforce resource in the state of Florida by providing meaningful and professional customer service that is reflected in the quality of our job candidates and employer services.



**CAREERSOURCE CITRUS LEVY MARION
Consortium**

MINUTES

DATE: June 17, 2021
PLACE: College of Central Florida, Enterprise Center, Building 42, Ocala, FL
TIME: 1:00 p.m.

MEMBERS PRESENT

Commissioner Gold
Commissioner Meeks

MEMBERS ABSENT

Commissioner Schlabach

OTHER ATTENDEES

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

Robert Stermer, Attorney
Cira Schnettler, CSCLM

CALL TO ORDER

The meeting was called to order by Commissioner Gold, at 1:06 p.m.

ROLL CALL

Cira Schnettler called roll and a quorum was declared present.

APPROVAL OF MINUTES

Commissioner Meeks made a motion to approve the minutes from the May 17, 2021 meeting. Commissioner Gold seconded the motion. Motion carried.

DISCUSSION ITEMS

State Update

Rusty Skinner notified the members that Bills 1507 and 98 will revamp the relationship between the workforce system and educational partners. One item that will also change and affect our region is the elimination of the Targeted Occupation List. The new list will become credential based. This new format will be closely monitored, since some regions have unique workforce trends and needs that may not comply with a one size fits all approach.

DEO Board Training

Rusty Skinner explained that DEO wanted to provide consistent training for all board members and elected officials throughout the State. The recent live trainings were recorded and are available for viewing.

ACTION ITEMS

Budget

Rusty Skinner informed the members that there was a decrease in funding for our region from the State. There will not be staff increases included with this budget. Vacant positions will not be re-filled unless they are critical to operations. Commissioner Meeks made a motion to accept the initial 2021-2022 budget. Commissioner Gold seconded the motion. Motion carried.

Term Limits

Rusty Skinner explained that Bill 1507 requires 8-year term limits for board members beginning on July 1. Rusty Skinner presented the proposed term limits based on a 5-year addition to current terms, so that there will be continuous rotation of terms versus all the terms expiring at the same time. Commissioner Meeks made a motion to approve the proposed term limits. Commissioner Gold seconded the motion. Motion carried.

Board Appointments

Rusty Skinner stated that a resume was received from Tiffany Wiggins, based on the recommendation from the Citrus County Chamber of Commerce. Tiffany is the owner of Katch 22, a restaurant in Citrus County. The official nomination form was not returned in time for the meeting today but is expected. Commissioner Meeks made a motion to approve the appointment of Tiffany Wiggins contingent upon the receipt of the nomination form. Commissioner Gold seconded the motion. Motion carried.

PUBLIC COMMENT

None

PROJECT UPDATES

Board Agenda Meeting 6/9/2021

Rusty Skinner advised that in an effort for consistent transparency the latest board meeting agenda will be provided at each Consortium meeting for review and discussion. He reviewed the board meeting agenda items and welcomed any questions.

MATTERS FROM THE FLOOR

Citrus Sign-On Bonus

Cory Weaver provided an update on the bonus program. The hand-out will be included with these minutes. She also reviewed the employer and candidate requirements to qualify for the incentive. A marketing campaign is in process to promote the bonus opportunities.

ADJOURNMENT

There being no further business, the meeting was adjourned at 1:39 p.m.

APPROVED:



CITRUS HIRING INCENTIVE UPDATE

BUSINESS INQUIRIES	JOBS POSTED
22	12
CANDIDATE INQUIRIES	CANDIDATE REFERRALS (Pending)
3	2
HIRES	AVERAGE WAGE
0	n/a

CITRUS HIRING INCENTIVE ELIGIBLE



Located in: Crystal River, FL
Serving electrical and signage needs in Citrus and surrounding counties.

Job Postings

Vinyl Installer- Job Order # 11438636

- Full-time, \$10/hr.
- Must be 18 years or older (hazardous occupation)
- 5 years experience, 3 years driving experience
- Electrical knowledge a plus

Electrician- Job Order # 11438777 (2 positions available!)

- Full-time, \$14.50/hr.
- Must be 18 years or older (hazardous occupation)
- 5 years experience, 3 years driving experience
- Blueprint reading, knowledgeable in all phases of house construction

Electrician Helper- Job Order # 11438620 (2 positions available!)

- Full-time, \$10/hr.
- Must be 18 years or older (hazardous occupation)
- Must have driver's license
- Will train

Office Assistant- Job Order # 11438627

- Full-time, \$10/hr.
- Quickbook knowledge and skills
- Computer and customer service skills

✓ Employer conducts motor vehicle record check.
✓ Find the full job descriptions on EmployFlorida.com.
✓ Speak with a staff member to find out how you can become eligible to receive \$1000 bonus after ninety days!

Questions? Contact us: 800-434-JOBS (5627)
Visit us: www.careersourceclm.com
Follow us: [@careersourceclm](https://www.facebook.com/careersourceclm)



CareerSource CLM is an equal opportunity employer/program. Auxiliary aids and services are available upon request to individuals with disabilities. Phone numbers may be reached using TTY/TDD equipment via Florida Relay at 711. For accommodations, call 800-434-5627, ext. 7878. A proud partner of the American Job Center, member of CareerSource Florida.

CITRUS HIRING INCENTIVE ELIGIBLE



Located in: Crystal River, FL
For 25 years, we owned and operated Quail Roost RV Camground located directly across the street from Nature Coast RV, Inc. We saw first-hand a need in the RV business for a better and more cost-effective way for seniors to enjoy retirement, more so now than ever before.

Job Postings

Sales Admin- Job Order # 11440595

- Full-time, \$13/hr. to \$14.75/hr.
- The successful candidate will have prior experience in a related field. Must have prior experience in an office setting. Must have a neat appearance and pleasant phone voice as you will often be first point of contact with our customers.
- Answer phones & direct callers as needed.
- Assist Sales Department in maintaining camper inventory.
- Assist Sales Department with paperwork for deals and quotes.
- Complete Tag/Title Applications for sold units.

✓ Employer conducts background check.
✓ Find the full job descriptions on EmployFlorida.com.
✓ Speak with a staff member to find out how you can become eligible to receive \$1000 bonus after ninety days!

Questions? Contact us: 800-434-JOBS (5627)
Visit us: www.careersourceclm.com
Follow us: [@careersourceclm](https://www.facebook.com/careersourceclm)



CareerSource CLM is an equal opportunity employer/program. Auxiliary aids and services are available upon request to individuals with disabilities. Phone numbers may be reached using TTY/TDD equipment via Florida Relay at 711. For accommodations, call 800-434-5627, ext. 7878. A proud partner of the American Job Center, member of CareerSource Florida.

Your Employment Solution Starts Here

CareerSource Citrus Levy Marion brings together business and community partners, economic development leaders and educational providers to connect employers with qualified, skilled talent and candidates with employment and career development opportunities. **Contact us at 1.800.434.5627.**



RECORD OF ACTION/APPROVAL

**Consortium Meeting
Wednesday, August 25, 2021**

TOPIC/ISSUE:

Board Appointment

BACKGROUND:

POINTS OF CONSIDERATION:

STAFF RECOMMENDATIONS:

Accept appointments of the following individual:
Christie McElroy, Levy County U&@ [| Ö ä & c

COMMITTEE ACTION:

BOARD ACTION:



NOMINATION FORM

FAX: 352 873-7956

EMAIL: rskinner@careersourceclm.com

Phone: 352 873-7939, Ext 1203

Name: Christie McElroy

Title: Coordinator Career Pathways

Name of Business: Levy County School District

Address: 480 Marshburn Drive

City: Bronson County: Levy Zip Code: 32621

Business Telephone-Ext: 352-486-5231 Fax _____

_____ Private Business Owner/Chief Executive

Agency/Company Representing – Must be representative with optimum Policy-making authority

Home Address: 10649 SE CR 319

City: Trenton County: Gilchrist Zip Code: 32693

Cell #: 352-214-7346

E-Mail Address: christie.mcelroy@levyk12.org

INFORMATION REQUIRED BY THE STATE - Check all that Apply

Sex: Male _____	Female <input checked="" type="checkbox"/>
Race: White <input checked="" type="checkbox"/>	Black _____ Other _____
White/Hispanic _____	Black/Hispanic _____
Veteran: Yes _____	No <input checked="" type="checkbox"/> Disabled _____



RECORD OF ACTION/APPROVAL

Consortium Committee – Wednesday, August 25, 2021
Executive Committee - Wednesday, July 28, 2021

TOPIC/ISSUE:

50% ITA allocation waiver request

BACKGROUND:

Section 445.003(3)(a)(1) of Florida statute requires that: “...50 percent of the Title I funds for Adults and Dislocated Workers which are passed through to local workforce development boards shall be allocated to and expended on Individual Training Accounts unless a local workforce development board obtains a waiver from CareerSource Florida, Inc.”

POINTS OF CONSIDERATION:

We are currently operating on a granted waiver that permits us to allocate 25% of our funds to customer ITAs (and qualifying cost categories). This waiver has allowed us to be more flexible in staffing patterns to react quickly to changing economic needs of the region, particularly in a year when COVID-19 has impacted business and candidate training needs. This waiver also permits us to use more funding to provide supportive services to the hardest to serve populations. On average, 35% of our funding is allocated to ITAs each year.

STAFF RECOMMENDATIONS:

Approve the submission of the 2021 ITA allocation waiver extension request.

COMMITTEE ACTION:

Executive: Al Jones made a motion to approve the submission of the 2021 ITA allocation waiver extension request. Pete Beasley seconded the motion. Motion carried.

BOARD ACTION:



careersourceclm.com

CareerSource Florida
Tallahassee, FL 32317

CareerSource Florida Board of Directors:

In compliance with Section 445.003(3)(a)(1) Florida Statute, CareerSource Citrus Levy Marion is formally requesting a 25% waiver on the Individual Training Account Expenditure Requirement.

The attached request includes all necessary items as specified in Administrative Policy Number 074.

Please contact me with any questions.

Sincerely,

 Rusty Skinner
2021.07.20
22:34:11 -04'00'

Thomas E. Skinner, Jr.
Chief Executive Officer

Section 1: Local Training Needs and Business Focus

Per CareerSource Administrative Policy 074, Individual Training Account (ITA) waiver requests must show a lack of demand for authorized training services. As in most areas in Florida, demand for training in Area 10 has decreased drastically throughout the COVID-19 pandemic. Businesses are looking to hire talent quickly, with less of an emphasis on formalized training. Unfortunately, the pandemic has also had a serious impact on the work-readiness of our talent pool. Most individuals returning to the workforce have been unemployed for 6 months to a year at this point and require a higher level of assessment, employment plan development and ongoing employment preparation services. These services include one-on-one counseling, workshops, resume development, and mock interviews. This need for more individualized career services requires our ability to focus WIOA funding to where it is most advantageous to the current talent pool. At this time that focus is needed in career services, thus reducing our ability to focus wholly on Individual Training Accounts (ITAs).

LWDB 10 has continued to expand efforts to use work-based training as an on-ramp to employment for our current talent pool. As many jobseekers begin to shift their focus to reemployment, we have found that work-based learning such as On the Job Training (OJT) and Paid Internship/Paid Work Experience have a far greater impact for those returning to the workforce. Because work-based training is designed to remediate skills gaps, the candidates must be better prepared to market their skills and positive attributes. Work-based training opportunities require more staff time to develop and tailor for each trainee. Candidate assessments and training plan development require a much more hands on approach than does traditional classroom enrollment since each opportunity is crafted specifically for the trainee.

As many in our talent pool hesitate to return to the workforce the search for skilled talent continues to be a challenge. Recruitment of candidates for higher skilled positions poses a problem as many of the skilled workers do not necessarily need to visit a workforce office to find employment and remain in the 'virtual' talent pool. This, however, does not reduce the demand from the businesses seeking our services that prefer we seek out, screen and pre-qualify applicants. We are increasing our efforts to locate this hidden talent and bring it into our offices where we can make connections with the businesses requesting our services. An increased focus on Business Services and talent sourcing, however, requires more staff hours that reduce our ability to meet ITA allocation requirements. As we continue to contend with the ongoing effects of the pandemic, we must shift our focus toward the needs of the business community in order to meet their increased demand.

In short, we continue to experience a need to focus on career service provision to balance the needs of both our customers – businesses and candidates.

Section 2: Local Impact of ITA Requirements

Since the time of the 50% ITA requirement CareerSource Citrus Levy Marion has continued to see budget reductions. The total in budget reductions between 2012 and 2021 has been 21%. We have also experienced a reduction in formula funding of 9.1%

for the current program year compared to the previous program year. In 2011 CSCLM began anticipating ongoing budget reductions and performed a complete organizational restructuring. The elimination of the primary service provider, delivery of direct services and compression of management resulted in over \$400,000.00 in annual savings. These funds were made available for the addition of two mobile resource units and additional staff for heightened business and candidate services in the rural areas of counties.

Additionally, LWDB 10 is ramping up our efforts to expand apprenticeship opportunities throughout our three-county area. These expansion efforts are increasing our need for more business and educational provider mediation and outreach. As we work through the process of apprenticeship establishment, we have become aware of our need to be more active in the coordination, planning and sponsorship of apprenticeship opportunities. All these activities require a more staff-intensive approach that will reduce our available ITA enrollment but will have long lasting positive impacts in our local economy.

It is worth noting that despite having operated on a 25% waiver since 2012 we have consistently maintained an ITA expenditure rate between 30% and 35%. The total expenditure for this program year continues to average 35%. However, the ability to maintain the waiver has given us the flexibility to remain nimble during economic shifts and special initiative launches to ensure we maintain a high level of service where needed. This is particularly critical under the current fluctuating economic climate. Additionally, the 10% difference in requested waiver reduction will help offset our near 10% reduction in formula funding.

It is our intent with increased focus on Business Services and work-based training to develop more training and employment opportunities through our highly successful On-the-Job Training (OJT), Customer Business Training (Employed Worker) and Paid Internship and Work Experience programs. Our goal is to connect our current difficult to serve population with businesses that can provide work-based training while providing the trainee an opportunity to earn a self-sufficient wage. Entry- and mid-skilled positions in warehousing, logistics and construction provide sound on-ramps to career pathways in these industries and are well suited for On-the-Job Training and Paid Work Experience when combined with short term classroom or 'bootcamp' style training in lieu of traditional classroom-based training.

Continued reduction in funding paired with the need for increased staff resources to respond to targeted sector partnerships (shift toward increased Business Services), increased demands for heightened screening and recruitment of talent, additional business requirements, a shift toward experiential training (made most successful through ability to provide support services), and increased program development with our education partners support the need for the requested waiver under which we may allocate and expend 25% of WIOA funding to ITA activities.

Signature Page

Request for Extension

LWDB: 10

LWDB Name: CareerSource Citrus Levy Marion

Contact: Thomas E. Skinner, Jr.

Contact Number: 352-873-7939 ext. 1204

The Local Workforce Development Board seeks to extend its existing 50% Training Requirement Waiver. The current waiver permits for an ITA expenditure rate of 25%. This waiver is to be effective for the period of July 1, 2021 through June 30, 2022.

The signatures below certify agreement to the request for the extension submitted by the Local Workforce Development Board and the assurance that the Local Workforce Development Board will operate in accordance with this extension, its Workforce Services Plan, and applicable federal and state laws and regulations. Additionally, CSCLM agrees to accept any conditional changes to a granted waiver should CareerSource Florida determine that conditions warrant such a change.

Chief Elected Official

Local Workforce Development Board Chair

Signature

Jeff Gold

Name (printed or typed)

Consortium Chair

Title

Signature Date



Signature

Kim Baxley

Name (printed or typed)

Board Chair

Title



Signature Date