



**CAREERSOURCE CITRUS LEVY MARION  
Performance and Monitoring Committee**

**MINUTES**

DATE: May 10, 2022  
PLACE: College of Central Florida, Enterprise Center  
3003 SW College Road, Ocala, FL 34474  
TIME: 9:00 a.m.

**MEMBERS PRESENT**

Arno Proctor  
Brandon Whiteman  
Fred Morgan

**MEMBERS ABSENT**

Deb Stanley  
Ted Knight, Chair

**OTHER ATTENDEES**

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

Steven Litzinger, CSCLM  
Andrea Abrams, CSCLM  
Cira Schnettler, CSCLM  
Nithya Pramekumar, CSCLM

**CALL TO ORDER**

The meeting was called to order by Brandon Whiteman at 9:06 a.m.

**ROLL CALL**

Cira Schnettler called roll and a quorum was declared present.

**APPROVAL OF MINUTES**

Fred Morgan made a motion to approve the minutes from the February 8, 2022. Arno Proctor seconded the motion. Motion carried.

**DISCUSSION ITEMS**

**State Updates**

**Workforce Issues that are Important to Our Community**

Rusty Skinner updated the committee on the following items:

- House Bill 1507 called for a review and realignment of the workforce system. The State has hired a consultant to review the feasibility of the alignment. The regional directors and the consultants recently met to discuss. The directors of large and small regions appealed to the consultants that the local system is designed well and

meets the needs of Florida's population.

Rusty Skinner provides continuous updates to the local elected officials as discussions move forward.

The consultant will provide an initial report at the June 8<sup>th</sup> CareerSource Florida board meeting for review and discussion. The consultants final report will be released by June 30<sup>th</sup>.

Brandon Whiteman asked if there has been any interest from larger regions to consolidate with smaller regions. Rusty Skinner advised that all regions large and small do not see the benefit to consolidating. The current structure aligns with the state college footprint and has been functioning well as it exists.

- Rusty Skinner stated that Casey Penn with DEO Workforce Services has resigned. Casey was a champion for the local system with a keen understanding of local program operations.

#### Workforce Issues that are Important to Our Community

Committee members did not have items to discuss.

#### DEO Monitoring-initial report

Steven Litzinger provided an overview of the monitoring summary, noting that there were no findings that were unusual or alarming. He reviewed the areas where findings were found by the monitors. Rusty Skinner reviewed the board governance aspect of the report.

#### Draft Strategic Plan

Rusty Skinner explained that after the March board meeting all comments were added to the plan. The plan has been emailed to all board members and will be presented at each committee meeting, then brought before the full board in June for final approval. The plan will be implemented in July 2022. Arno Proctor and Brandon Whiteman expressed appreciation for the hard work on the plan.

#### **PUBLIC COMMENT**

None

#### **ACTION ITEMS**

##### DOE 2021 Monitoring Report

Dale French reviewed the report and stated that no issues were found. DOE gave the Ticket to Work a low-risk rating of 20. Fred Morgan made a motion to approve the DEO monitoring report. Arno Proctor seconded the motion. Motion carried.

##### Subrecipient Monitor

Cathy Galica explained that an RFP was properly posted for 30 days for sub-recipient monitoring. Powell and Jones was the only respondent. Dale French explained that

CLM has worked with Powel and Jones extensively and there are no concerns to approve their contract through the sole source process. Arno Proctor made a motion to approve a five-year contract with Powell and Jones as a sole source. Fred Morgan seconded the motion. Motion carried.

## **PROJECT UPDATES**

### Talent Center

Andrea Abrams reviewed the quarterly Talent Center report. She explained that the Talent Center team has access to Zip Recruiter through the new applicant tracking system. The team received five resumes for a CEO position in Citrus County from Zip Recruiter, as well as several IT candidates. Andrea Abrams is actively recruiting to fill an open position within Talent Center.

### Event Report

Cory Weaver highlighted items from the Event Report and provided updates on the recent youth job fairs. She encouraged everyone to visit the CLM Facebook page to see the photos.

### Contract Reports

Cathy Galica reviewed the performance report for Citrus and Marion counties and the youth report.

- County Reports: Marion County met their goal last quarter. Citrus County did not meet the third quarter goals. A 5% holdback will occur. These funds can be recouped if total goals are met by the end of the year.
- Youth Report: Eckerd met the third quarter goals.

### Workforce Intelligence

#### Performance Measures

#### County Comparison Reports

Cory Weaver reviewed the reports and welcomed questions from the committee members.

- Workforce Intelligence: She noted the fluctuations in traffic due to the holidays and spring break. Online traffic is holding steady. Healthcare occupations are trending popular across the board. For youth, hospitality related occupations are trending. Training is down by 30%, which is in alignment with the decrease in enrollment in the college system.
- Performance Measures: Our organization is doing well. We are ranking in the top 5 regions in the State. She noted that many of these candidates are able to find employment but are unable to retain employment due to a variety of barriers, to include: transportation, childcare, and housing. We will be holding soft skills training for this population to help them overcome these challenges.
- Center Comparisons:
  - Center traffic was up in all three centers.
  - Citrus and Marion Counties have continued trends in increased wages.

### Program Participant Data Summary

Cory Weaver reviewed the participant data summary report. This report reflects that we are providing services that are valuable to all demographics. This will be an additional report provided quarterly and she welcomed any suggestions for the report.

### Experiential Learning Contracts

Cory Weaver summarized each section of the report and noted successful hires. The programs are doing well and funding is mostly depleted. Brandon Whiteman asked where the five individuals that were enrolled in the Masonry program found employment. Cory Weaver said she would have to research that information.

### YouthBuild Reports

Cory Weaver was happy to report that the fourth cohort is underway and that we have been approved for another YouthBuild grant.

### Expo Report

Cory Weaver reviewed the 2022 Youth Career Expo summary report. All three counties were very happy with the number of community partners and businesses, as well as the number of youth that participated.

### Net Promoter

Steven Litzinger reviewed the Net Promoter Surveys. Overall, we are providing excellent customer service.

- Talent Center continues to have a high level of customer service satisfaction.
- Job Candidate and Business Services scores continue to trend positively.

### **MATTERS FROM THE FLOOR**

None

### **ADJOURNMENT**

There being no further business, the meeting was adjourned at 10:06 a.m.

**APPROVED:**

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