



BOARD MEETING AGENDA

Wednesday, December 11, 2024 – 11:30 a.m.

**College of Central Florida – Marion Campus – Strategic Planning Room
3001 SW College Road, Ocala, FL 34474**

Join Zoom Meeting: <https://us02web.zoom.us/j/85610541077>

Conference Line: 1 646 558 8656 Meeting ID: 856 1054 1077

| | | |
|--|--------------|---------------|
| Call to Order | | C. Flanagan |
| Invocation and Pledge of Allegiance | | R. Stermer |
| Roll Call | | C. Schnettler |
| Public Comment | | C. Flanagan |
| Approval of Minutes, September 4, 2024 | Pages 3 - 25 | C. Flanagan |

WELCOME NEW MEMBERS

C. Flanagan

PRESENTATION

| | | |
|-------------------|---------------|---------|
| State Performance | Pages 26 - 44 | K. Hill |
|-------------------|---------------|---------|

DISCUSSION ITEMS

| | | |
|--|---------|------------|
| State Update | | R. Skinner |
| Workforce Issues that are Important to our Community | | R. Skinner |
| Board Membership Status | Page 45 | R. Skinner |

ACTION ITEMS

| | | |
|-------------------------------|---------------|------------|
| CSNF Subrecipient Agreement | Page 46 | D. French |
| CSNCFL Subrecipient Agreement | Page 47 | D. French |
| Van Bid | Pages 48 - 52 | R. Skinner |

CONSENT AGENDA

| | | |
|--|--|------------|
| <u>Business and Economic Development – 11/6/2024</u> | | P. Beasley |
| No Action Items | | |

Career Center – 11/7/2024

| | | |
|---------------------------------------|--|-----------|
| Youth ITN Release (listed under Exec) | | C. Harris |
|---------------------------------------|--|-----------|

Performance and Monitoring – 11/12/2024

| | | |
|--------------------------|---------|----------|
| Sub-recipient Monitoring | Page 53 | J. Chang |
|--------------------------|---------|----------|

OUR VISION STATEMENT

To be known as the number one workforce resource in the state of Florida by providing constructive tools and professional supportive services that are reflected in the quality of our job candidates and meet the needs of the business community.



Marketing and Outreach – 11/13/2024
 Website RFP
 Business Services Consultation

Pages 54 - 55 A. Jones

Education and Industry Consortium 11/14/2024
 No Action Items
 Minutes Attached

Pages 56 - 74 R. Skinner

Executive Committee – 11/20/2024
 Youth ITN Release
 Regional Planning: Submission of Supporting Documentation

Pages 75 - 76 C. Flanagan /
 R. Skinner

PROJECT UPDATES

None

MATTERS FROM THE FLOOR

ADJOURNMENT

LUNCH

| 2024 – 2025 MEETING SCHEDULE | | | | | | | |
|------------------------------|---|-------------------------|---------------------|---|----------------------|---------------------|------------|
| Performance/ Monitoring | Business and Economic Development | Marketing / Outreach | Career Center | Education and Industry Consortium | Executive | Full Board | |
| Tuesday 9:00 am | Wednesday 9:00 am | Wednesday 9:00 am | Thursday 9:30 am | Thursday 9:00 am | Wednesday 9:30 am | Wednesday, 11:30 am | |
| 8/13/2024 | 8/14/2024 | 8/21/2024 | 8/15/2024 | 8/29/2024 | 8/28/2024 | 9/4/2024 | CF Levy |
| 11/12/2024 | 11/6/2024 | 11/13/2024 | 11/7/2024 | 11/14/2024 | 11/20/2024 | 12/11/2024 | CF Ocala |
| 2/4/2025 | 2/5/2025 | 2/12/2025 | 2/20/2025 | 2/6/2025 | 2/26/2025 | 3/12/2025 | CF Lecanto |
| 5/6/2025 | 5/7/2025 | 5/14/2025 | 5/15/2025 | 5/8/2025 | 5/28/2025 | 6/4/2025 | CF Ocala |

OUR VISION STATEMENT

To be known as the number one workforce resource in the state of Florida by providing constructive tools and professional supportive services that are reflected in the quality of our job candidates and meet the needs of the business community.



**CAREERSOURCE CITRUS LEVY MARION
BOARD MEETING**

MINUTES

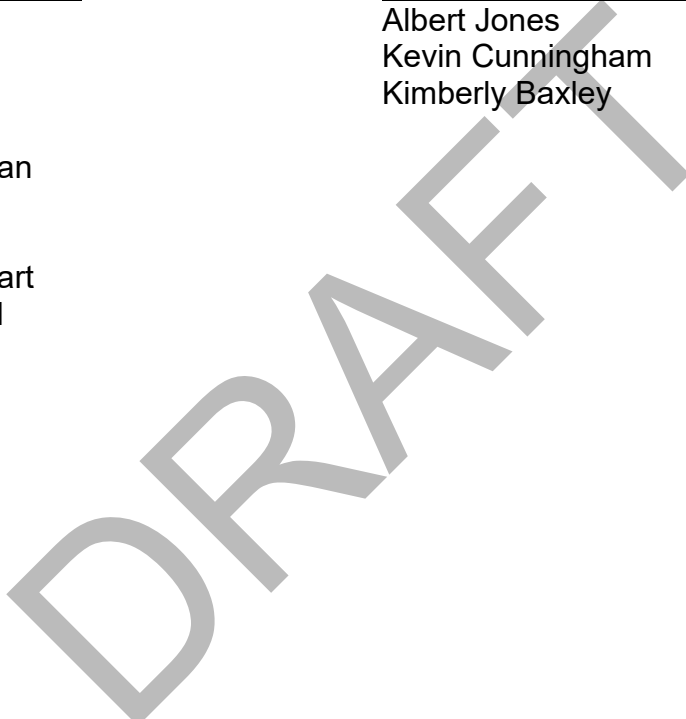
DATE: September 4, 2024
PLACE: College of Central Florida, Levy Campus
TIME: 11:30 a.m.

MEMBERS PRESENT

Andy Starling
Angela Juaristic
Arno Proctor
Ben Whitehouse
Brandon Whiteman
Carl Flanagan
Charles Harris
Christopher Cowart
Darlene Goddard
Debra Stanley
Equilla Wheeler
Fred Morgan
Jeff Chang
John Hemken
John Murphy
Jorge Martinez
Kathy Judkins
Kevin Sheilley
Larry White
Mark Paugh
Pat Reddish
Pete Beasley
Staci Bertrand
Theresa Flick

MEMBERS ABSENT

Albert Jones
Kevin Cunningham
Kimberly Baxley



OTHER ATTENDEES

Rusty Skinner, CSCLM
Dale French, CSCLM
Cory Weaver, CSCLM
Sandra Crawford, CSCLM
Laura Byrnes, CSCLM
Larry Trowbridge, CSCLM

Cira Schnettler, CSCLM
Robert Stermer, Attorney
Tony Waterson, One Stop Operator
Kristen Barry, One Stop Operator

CALL TO ORDER

The meeting was called to order by Carl Flanagan, Chair, at 11:32 a.m.

ROLL CALL

Cira Schnettler called roll and a quorum was declared present.

PUBLIC COMMENT

APPROVAL OF MINUTES

Deb Stanley made a motion to approve the minutes from the June 5, 2024, meeting. Charles Harris seconded the motion. Motion carried.

APPROVAL OF CONTRACTS 2024 - 2025

Rusty Skinner explained that we will be partnering with the CEP to survey local businesses and gauge their interest in experiential learning and training programs or identify barriers to utilizing the programs. The length of the term will extend to the end of the program year. The survey will encompass the membership of the CEP along with the database of businesses that we will provide.

Deb Stanley made a motion to approve the contract. Darlene Goddard seconded the motion. Kevin Sheilley abstained from the vote due to a conflict. Motion carried.

DISCUSSION ITEMS

State Update

Rusty Skinner provided the following updates:

- Regional Planning: During the upcoming Summit, Rusty Skinner will be meeting with the two other regions to further discuss regional planning, along with Ernst and Young and CareerSource Florida representatives. A letter of application will be drafted. The submission deadline is October 15. The application will be presented at the State board's December meeting.
- Clam Association: The clam farmers have been working diligently to recover after Hurricane Idalia. There has been additional damage caused by Hurricane Debbie. The expected recovery to the clam farms will extend the initial recovery into March 2025.
- Internal Control Questionnaire: The ICQ is due to the State by October 4th and will need to be signed by the Chair. It will be presented at the next Executive and Board meetings.

Workforce Issues that are Important to our Community

No issues were presented.

Board Membership Status

Rusty Skinner shared that a nomination form has been received for a private sector board member from Levy County. We are awaiting a nomination form from Citrus County for the new economic development director and one from vocational rehab. There is still an opening for a private sector representative from Levy and one for a Veterans representative.

ACTION ITEMS

WIOA Plan

Cory Weaver explained that the plan has been discussed at all of the committee meetings. The Plan has been posted on the CLM website and is available in all centers for public feedback.

Deb Stanley made a motion to approve the local plan. Kathy Judkins seconded the motion. Motion carried.

Final 2024-2025 Budget

Dale French was happy to report that an additional four funding streams have been granted since the approval of the budget in June. Most of our funding streams run on a two-year cycle. A recommendation was made by the board members for a column to be added to the report to show how much was spent in year one and the balance shown in the second year of the cycle. There will be a mid-year budget update presented at the March board meeting.

Charles Harris made a motion to approve the 2024-2025 budget. Mark Paugh seconded the motion. Motion carried.

Subgrantee Agreement

Rusty Skinner explained that the final version of the agreement was included in the packet. The changes in the agreement incorporated additional State policies. These policies are outside of the scope of our current auditing contract. The auditor will be contacted to see if there will be additional costs associated with including these new areas to be audited.

Kathy Judkins made a motion to approve the Subgrantee Agreement. Deb Stanley seconded the motion. Motion carried.

CONSENT AGENDA

Performance and Monitoring – 8/13/2024

Underwood Monitoring Report

Committee Chair Jeff Chang provided a summary of the committee activities.

Business and Economic Development – 8/14/2024

No Action Items

Committee Chair Pete Beasley provided a summary of the committee activities.

Career Center – 8/15/2024

No Action Items

Committee Chair Charles Harris provided a summary of the committee activities.

Marketing and Outreach – 8/21/2024

No Action Items

In Committee Chair Al Jones absence, Laura Byrnes provided a summary of the committee activities.

Executive Committee – 8/28/2024
MOU Renewals – Mandatory Partners
Telework and Work From Home (WFH) Status
CBT Wage Gap
Summit Sponsorship
Budget Modification – Eckerd Youth
TransfrVR
Subgrantee Agreement
Deferred Compensation Program
Mobile Unit Purchase
Special District Performance Action

Carl Flanagan and Rusty Skinner provided a summary of the committee activities.

Education and Industry Consortium Meeting Minutes 5/29/2024, 8/29/2024

Rusty Skinner explained that this is a new committee of the board, which is required to provide a report of activities. Attached are the minutes from the recent meetings.

Larry White made a motion to approve the Performance and Executive committee consent agenda items. Mark Paugh seconded the motion. Motion carried.

PUBLIC COMMENT

PROJECT UPDATES

None

MATTERS FROM THE FLOOR

Carl Flanagan shared that Jim Green, who is the Chair of CORE in Citrus County wrote a positive article in the Citrus County Chronicle promoting the services CLM provides to the community. Rusty Skinner stated that he read the article as well and sent a thank you to Mr. Green.

ADJOURNMENT

There being no further business, the meeting adjourned at 12:35 p.m.

APPROVED:



RECORD OF ACTION/APPROVAL

**Board Meeting
Wednesday, September 4, 2024**

TOPIC/ISSUE:

Work-Based Learning Survey

BACKGROUND:

Work-Based Learning (WBL) opportunities are provided in partnership with local businesses in the form of On-the-Job Training for new hires, Customized Training for current employees, Paid Internships and Paid Work Experience Activities. Businesses enter into an agreement with CareerSource Citrus Levy Marion (CSCLM) which outlines who is being trained, what type of training is being provided and any certifications or credentials that will be earned as a result of the training. Businesses are reimbursed for successful training completions and up to 50% of wages provided during training (75% for veterans).

Many businesses who initiate the WBL process do not complete the process and enter into a formal agreement. A survey of local businesses will allow us to better learn what can be adjusted in our WBL approach to align better with business needs.

POINTS OF CONSIDERATION:

A third-party survey will better allow for unbiased feedback from businesses. The Ocala Metro Chamber and Economic Partnership has access to a large pool of local businesses and is available to assist at a cost of \$5,000 to survey and analyze results on behalf of CareerSource CLM.

STAFF RECOMMENDATIONS:

Approve a one-time contract with the Ocala/Metro Chamber and Economic Partnership to survey local business on CSCLM's Work-Based Learning Program.

COMMITTEE ACTION:

BOARD ACTION:

Deb Stanley made a motion to approve the contract. Darlene Goddard seconded the motion. Kevin Sheilley abstained from the vote due to a conflict. Motion carried.

APPOINTED OFFICERS (continued)

- A copy of the form must be provided immediately to the other members of the agency.
- The form must be read publicly at the next meeting after the form is filed.

IF YOU MAKE NO ATTEMPT TO INFLUENCE THE DECISION EXCEPT BY DISCUSSION AT THE MEETING:

- You must disclose orally the nature of your conflict in the measure before participating.
- You must complete the form and file it within 15 days after the vote occurs with the person responsible for recording the minutes of the meeting, who must incorporate the form in the minutes. A copy of the form must be provided immediately to the other members of the agency, and the form must be read publicly at the next meeting after the form is filed.

DISCLOSURE OF LOCAL OFFICER'S INTEREST

I, Kevin T. Sheilley, hereby disclose that on September 4, 20 24 :

(a) A measure came or will come before my agency which (check one or more)

- inured to my special private gain or loss;
- inured to the special gain or loss of my business associate, _____ ;
- inured to the special gain or loss of my relative, _____ ;
- inured to the special gain or loss of OcalaCEP, by whom I am retained; or
- inured to the special gain or loss of _____, which is the parent subsidiary, or sibling organization or subsidiary of a principal which has retained me.

(b) The measure before my agency and the nature of my conflicting interest in the measure is as follows:

I serve as the President/CEO of the Ocala Metro Chamber & Economic Partnership and the Board was reviewing and acting on an amendment to our agreement which would increase both the requirements and the remuneration.

If disclosure of specific information would violate confidentiality or privilege pursuant to law or rules governing attorneys, a public officer, who is also an attorney, may comply with the disclosure requirements of this section by disclosing the nature of the interest in such a way as to provide the public with notice of the conflict.

9/4/2024

Date Filed

Kevin T. Sheilley

Signature

NOTICE: UNDER PROVISIONS OF FLORIDA STATUTES §112.317, A FAILURE TO MAKE ANY REQUIRED DISCLOSURE CONSTITUTES GROUNDS FOR AND MAY BE PUNISHED BY ONE OR MORE OF THE FOLLOWING: IMPEACHMENT, REMOVAL OR SUSPENSION FROM OFFICE OR EMPLOYMENT, DEMOTION, REDUCTION IN SALARY, REPRIMAND, OR A CIVIL PENALTY NOT TO EXCEED \$10,000.



RECORD OF ACTION/APPROVAL

Board Meeting – Wednesday, September 4, 2024
Executive Committee – Wednesday, August 28, 2024

TOPIC/ISSUE:

2024 Local Workforce Services plan approval

BACKGROUND:

Local workforce development boards are required to submit a workforce services plan every four years. Our last plan was instituted in 2020 with a subsequent addendum/modification that was submitted in 2022. The current plan submission covers the period of January 1, 2025, through December 31, 2028.

POINTS OF CONSIDERATION:

The plan is posted for public comment for a period of 30 days. The plan was previously sent to all board and consortium members for review and comment. No comments were received.

STAFF RECOMMENDATIONS:

Approve the local plan as written beginning January 1, 2025.

COMMITTEE ACTION:

Pete Beasley made a motion to approve the local plan. Al Jones seconded the motion. Motion carried.

BOARD ACTION:

Deb Stanley made a motion to approve the local plan. Kathy Judkins seconded the motion. Motion carried.

CONSORTIUM ACTION:



RECORD OF ACTION/APPROVAL

Board Meeting – Wednesday, September 4, 2024
Executive Committee – Wednesday, August 28, 2024

TOPIC/ISSUE:

2024-2025 Budget

BACKGROUND:

The draft budget was previously approved at the June Executive and Board meetings.

POINTS OF CONSIDERATION:

This budget reflects final rollover funds for all grants.

STAFF RECOMMENDATIONS:

Approve the final 2024-2025 budget.

COMMITTEE ACTION:

Fred Morgan made a motion to approve the final 2024-2025 budget. Pete Beasley seconded the motion. Motion carried.

BOARD ACTION:

Charles Harris made a motion to approve the 2024-2025 budget. Mark Paugh seconded the motion. Motion carried.



RECORD OF ACTION/APPROVAL

Board Meeting

Wednesday, September 4, 2024

TOPIC/ISSUE:

Subgrantee Agreement

BACKGROUND:

Florida Commerce requires each local board enter into a subgrantee agreement as a basis for annual funding. The agreement that expired May 15, 2024, was extended by Florida Commerce per the terms of the agreement until August 31, 2024. A draft version of the agreement, along with a track changes form, was provided earlier and transmitted to all board members.

Any additions from the current agreement are either minor in terms of substance or policies that have been incorporated into the new agreement.

POINTS OF CONSIDERATION:

Commerce has provided a signature ready version. The area where changes could add costs is in additional audit requirements. Staff will meet with auditors and advise.

Requires Board approval and Consortium approval, Consortium meeting scheduled for September 30.

STAFF RECOMMENDATIONS:

Staff recommends approval

COMMITTEE ACTION:

BOARD ACTION:

Kathy Judkins made a motion to approve the Subgrantee Agreement. Deb Stanley seconded the motion. Motion carried.



RECORD OF ACTION/APPROVAL

Board Meeting – Wednesday, September 4, 2024
Performance and Monitoring Committee - Tuesday, August 13, 2024

TOPIC/ISSUE:

Third party independent monitoring

BACKGROUND:

All workforce boards are required to conduct monitoring of programs, service providers and One Stop operators annually. Independent monitoring provides full transparency of programmatic and administrative reviews. CSCLM has contracted with Underwood Sloan and Associates to conduct independent, third-party monitoring of our programs, board compliance, administrative, One Stop Operator and sub-grantee agreement performance and compliance.

POINTS OF CONSIDERATION:

Identified deficiencies have been reviewed by management and staff and corrections have been made to bring noted issues into compliance. Additional training has been provided to staff to mitigate future issues. A presentation and discussion will be provided by Amy Kelly, Underwood Sloan and Associates.

STAFF RECOMMENDATIONS:

Accept and approve the monitoring report as attached.

COMMITTEE ACTION:

Theresa Flick made a motion to approve the third-party monitoring report. Fred Morgan seconded the motion. Motion carried.

BOARD ACTION:

This item appeared as part of the consent agenda on the board agenda. Larry White made a motion to approve the Performance and Executive committee consent agenda items. Mark Paugh seconded the motion. Motion carried.



RECORD OF ACTION/APPROVAL

Board Meeting – Wednesday, September 4, 2024
Executive Committee – Wednesday, August 28, 2024

TOPIC/ISSUE:

Memorandum of Understanding-
The School Board of Marion County, Florida
The School Board of Citrus County, FL-WTC
Mid-Florida Community Services, Inc.
Division of Vocational Rehabilitation
College of Central Florida
Florida Department of Education Division of Blind Services

BACKGROUND:

The Workforce Innovation and Opportunity Act (WIOA) requires that a Memorandum of Understanding (MOU) be developed and executed between the local Workforce Development Board, in this case, CareerSource Citrus Levy Marion (CSCLM) and the **Mandatory** Career Center Partners at least every three years. The Act requires specific programs to make their services available through a one-stop delivery system and encourages increasing access through additional partnerships with optional partners. Additionally, WIOA requires CSCLM and the One-Stop system partners to establish an agreement concerning the operations of the one-stop system and to establish the framework for providing services to employers, employees, job seekers and others needing workforce services.

POINTS OF CONSIDERATION:

Such agreements with mandatory partners require the signature of Chief Elected Official.

STAFF RECOMMENDATIONS:

Approved execution of the MOUs with the mandatory partners listed.

COMMITTEE ACTION:

Charles Harris made a motion to approve the execution of the MOU's for the mandatory partners. Jeff Chang seconded the motion. Motion carried.

BOARD ACTION:

This item appeared as part of the consent agenda on the board agenda. Larry White made a motion to approve the Performance and Executive committee consent agenda items. Mark Paugh seconded the motion. Motion carried.



RECORD OF ACTION/APPROVAL

Board Meeting – Wednesday, September 4, 2024
Executive Committee – Wednesday, August 28, 2024

TOPIC/ISSUE:

Telework and Work From Home (WFH) status

BACKGROUND:

After the pandemic, the Board approved amending the personnel policies to afford all staff 80 hours of Telework per program year. This could be taken in 4 hour increments with prior approval of their supervisor. Telework was designed to provide staff with the ability to schedule deliveries, childcare situations, etc. that occur during normal business hours without taking annual leave.

With the success of Agile Staffing, management will be moving to schedule “Agile” employees so that each week, they will be able to Work From Home (WFH) at least one day a week. Additionally, it has been identified that other non-Agile staff can work from home based on their roles without impacting services to our customers (finance, IT, communications, etc.) This helps alleviate compression of staff after relocation of the administrative offices. Consideration should be given to adjusting the personnel policies to clarify the relationship with staff who are afforded Telework and those afforded WFH status. Management feels that Telework was developed to provide a level of flexible scheduling for all staff. WFH is a benefit for staff who have worked to create additional capacity (flexibility) due to their skills in more than one critical function of CLM.

Management considers WFH to be a greater benefit than Telework because of the effort of staff to master more than one critical function of CLM. However, management contends that Telework should not be a benefit afforded staff with WFH status.

POINTS OF CONSIDERATION:

WFH will afford staff approximately 52 work from home days per year, or potential of 416 hours where they are able to accomplish the scheduling benefits sought when Telework was established. By allowing a staff with WFH status to also be eligible for Telework would allow them an additional 80 hours. This would create an imbalance for some staff who are not eligible for WFH status through Agile Staffing or eligible position as not all pay grades are eligible for the Agile Staffing program or suitable for WFH.

STAFF RECOMMENDATIONS:

Amend the personnel policies to clarify that if staff qualify as Agile, they gain the additional benefit of WFH status, as scheduled by management, but they are not eligible for Flextime. Other positions suitable for WFH may opt to elect WFH status but will waive the additional 80 hours of Telework.

COMMITTEE ACTION:

Charles Harris approved the amendment to the personnel policy to include the new Work From Home / Telework policy. Pete Beasley seconded the motion. Motion carried.

BOARD ACTION:

This item appeared as part of the consent agenda on the board agenda. Larry White made a motion to approve the Performance and Executive committee consent agenda items. Mark Paugh seconded the motion. Motion carried.

DRAFT



RECORD OF ACTION/APPROVAL

Board Meeting – Wednesday, September 4, 2024
Executive Committee – Wednesday, August 28, 2024

TOPIC/ISSUE:

Employed Worker/Custom Business Training Trainee Wage Cap

BACKGROUND:

The training we provide to a business’s existing employees under the Employed Worker/Custom Business Training model has a wage cap for the amount an employee can be earning to be eligible for local funding. Eligible trainees must be making below the cap as defined in local policy **OPS-68 Local Custom Business Training**.

POINTS OF CONSIDERATION:

Our current wage cap is based on 200% of the Lower Living Standard Income Level (LLSIL) for a family of three. This rate is currently set at \$29.06 per hour (or salaried equivalent). Based on the most recent LLSIL chart disseminated by Florida Commerce on May 30, 2024, our rate should increase to \$36.56.

Previous: LLSIL for family of 3 = \$30,222 X 2 = 60,445 / 2080 = \$29.06

Current: LLSIL for family of 3 = \$38,031 X 2 = 76,062 / 2080 = \$36.56

STAFF RECOMMENDATIONS:

Approve increasing the Employed Worker/Custom Business Training wage cap to \$36.56 per hour or the salaried equivalent of \$76,062.00

COMMITTEE ACTION:

Fred Morgan made a motion to approve increasing the Employed Worker/Custom Business Training wage cap to \$36.56 per hour or the salaried equivalent of \$76,062.00. Jeff Chang seconded the motion. Motion carried.

BOARD ACTION:

This item appeared as part of the consent agenda on the board agenda. Larry White made a motion to approve the Performance and Executive committee consent agenda items. Mark Paugh seconded the motion. Motion carried.



RECORD OF ACTION/APPROVAL

Board Meeting – Wednesday, September 4, 2024
Executive Committee – Wednesday, August 28, 2024

TOPIC/ISSUE:

2024 Workforce Professional Development Summit

BACKGROUND:

FWDA has sponsored the Summit for over 10 years. The Summit is funded through registration fees and sponsorships. Traditionally CLM has sent staff and been a sponsor at the \$5,000 level.

POINTS OF CONSIDERATION:

CLM support will enhance the quality of the Summit

STAFF RECOMMENDATIONS:

Request approval of \$5,000 sponsorship from Unrestricted Funds.

COMMITTEE ACTION:

Fred Morgan made a motion to approve the \$5,000 sponsorship for 2024 Workforce Professional Development Summit. Charles Harris seconded the motion. Motion carried.

BOARD ACTION:

This item appeared as part of the consent agenda on the board agenda. Larry White made a motion to approve the Performance and Executive committee consent agenda items. Mark Paugh seconded the motion. Motion carried.



RECORD OF ACTION/APPROVAL

Board Meeting – Wednesday, September 4, 2024
Executive Committee – Wednesday, August 28, 2024

TOPIC/ISSUE:

Eckerd Connects Budget Modification

BACKGROUND:

We are looking at allocating excess funding in Adult and Youth to fund a local Phoenix Rising program.

POINTS OF CONSIDERATION:

We looking to fund a local Phoenix Rising program while we are between YouthBuild grants. Applications for the next round of YouthBuild funding are due in September. This will keep our program running until new funding is acquired.

The budget amendment will include \$20,000 in adult funding for staff costs and \$180,000 in formula youth to cover participant and operating costs.

STAFF RECOMMENDATIONS:

Amend the Eckerd budget to include \$200,000 in additional funding.

COMMITTEE ACTION:

Pete Beasley made a motion to amend the Eckerd budget to include \$200,000 in additional funding. Charles Harris seconded the motion. Motion carried.

BOARD ACTION:

This item appeared as part of the consent agenda on the board agenda. Larry White made a motion to approve the Performance and Executive committee consent agenda items. Mark Paugh seconded the motion. Motion carried.



RECORD OF ACTION/APPROVAL

Board Meeting – Wednesday, September 4, 2024
Executive Committee – Wednesday, August 28, 2024

TOPIC/ISSUE:

Transfr VR grant program

BACKGROUND:

The Florida legislature approved funding to increase availability of virtual reality training in Florida. The program funding is available through Transfr VR. Transfr VR provides VR training across the country. Grant funds will be awarded on a first come/first served and match basis.

POINTS OF CONSIDERATION:

Funding is available on a 50/50 cost share basis. We are estimating that the equipment and software costs for a two-year program will be \$104,000. Grant funding would offset \$52,000. Costs to operate the program can be shared through the following funding sources: WIOA Adult, Dislocated Worker, Youth, Welfare Transition, YouthBuild, Broadband and other competitive grants awarded during the program period.

STAFF RECOMMENDATIONS:

Approve application for grant funding to fund a two-year virtual reality training program.

COMMITTEE ACTION:

Fred Morgan made a motion to approve the application for grant funding to fund a two-year virtual reality training program. Pete Beasley seconded the motion. Motion carried.

BOARD ACTION:

This item appeared as part of the consent agenda on the board agenda. Larry White made a motion to approve the Performance and Executive committee consent agenda items. Mark Paugh seconded the motion. Motion carried.



RECORD OF ACTION/APPROVAL

Board Meeting – Wednesday, September 4, 2024
Executive Committee – Wednesday, August 28, 2024

TOPIC/ISSUE:

Subgrantee Agreement

BACKGROUND:

Florida Commerce requires each local board enter into a subgrantee agreement as a basis for annual funding. The agreement that expired May 15, 2024, was extended by Florida Commerce per the terms of the agreement until August 31, 2024. A draft version of the agreement, along with a track changes form, was provided earlier and transmitted to all board members.

Any additions from the current agreement are either minor in terms of substance or policies that have been incorporated into the new agreement.

POINTS OF CONSIDERATION:

Commerce has not provided a “final” version of the Agreement, but given the expiration date of the extension, the Board should approve the draft version and authorize the Board Chair to sign a final agreement. If any changes are substantive, the final version should be included in the December Board agenda to validation.

STAFF RECOMMENDATIONS:

Staff recommends approval as stated above.

COMMITTEE ACTION:

Charles Harris made a motion to approve the draft version of the subgrantee agreement and authorize the Board Chair to sign a final agreement. Pete Beasley seconded the motion. Motion carried.

BOARD ACTION:

This item appeared as part of the consent agenda on the board agenda. Larry White made a motion to approve the Performance and Executive committee consent agenda items. Mark Paugh seconded the motion. Motion carried.



RECORD OF ACTION/APPROVAL

**Board Meeting – Wednesday, September 4, 2024
Executive Committee – Wednesday, August 28, 2024**

TOPIC/ISSUE:

State of Florida Deferred Compensation program

BACKGROUND:

As a special district, CLM is eligible to be part of the State of Florida’s Deferred Compensation program.

The program is 100% VOLUNTARY, with a minimal employee contribution requirement. Offering this extra retirement benefit will provide all employees with an additional opportunity to plan for their retirement and enhance our benefit program for recruitment purposes.

POINTS OF CONSIDERATION:

Enhances both employee retention and recruitment.

STAFF RECOMMENDATIONS:

Staff recommends joining the Deferred Compensation Program and authorizing the CEO to sign all relevant forms and documents.

COMMITTEE ACTION:

Al Jones made a motion to add the Deferred Compensation Program as an additional benefit to staff and to authorize the CEO to sign all relevant forms and documents. Pete Beasley seconded the motion. Motion carried.

BOARD ACTION:

This item appeared as part of the consent agenda on the board agenda. Larry White made a motion to approve the Performance and Executive committee consent agenda items. Mark Paugh seconded the motion. Motion carried.



RECORD OF ACTION/APPROVAL

Board Meeting – Wednesday, September 4, 2024
Executive Committee – Wednesday, August 28, 2024

TOPIC/ISSUE:

Replacement of Mobile Career Center

BACKGROUND:

We have disposed of the 37” Winnebago through a sale. We need to replace the Winnebago with a more versatile mobile service delivery approach. In our earlier presentation staff presented a concept using a van, trailer and generator with laptop computers.

Because the van cost is approximately \$51,000, we are required to obtain prior approval for the purchase from Florida Commerce and USDOL. That request has been submitted. Commerce asked that we explore leasing a vehicle but that cost over time is more costly.

Attached are the Prior Approval Request and justification. We have also included information on the trailer and generator. The van must be procured and staff as in the process of developing the bid specification. The trailer and the generator can be procured through a less formal approach. The “new mobile unit items” document details costs for the non-van items that will make the unit functional. The costs of these items is approximately \$19,500. Added to the estimated van costs, the total cost is estimated at \$70,440

POINTS OF CONSIDERATION:

We are hoping on approval to purchase the van from USDOL and Florida Commerce. Once approved we will use our federal funds sources to procure the van. All other items do not require prior approval.

Florida Commerce has advised on 8/19 that prior approval to purchase the van has been granted.

STAFF RECOMMENDATIONS:



RECORD OF ACTION/APPROVAL

**Board Meeting – Wednesday, September 4, 2024
Executive Committee – Wednesday, August 28, 2024**

TOPIC/ISSUE:

[Chapter 189, Florida Statutes \(the Uniform Special District Accountability Act\)](#)

BACKGROUND:

- Creates Section 189.0694, Florida Statutes, to require each special district:
 - o Beginning October 1, 2024, or by the end of the first full fiscal year after its creation, whichever is later, to:
 - Establish goals and objectives for each program and activity undertaken by the district,
 - Establish performance measures and standards to determine if the district’s goals and objectives are being achieved.
 - o By December 1 of each year thereafter, to publish an annual report on the special district’s website describing:
 - The goals and objectives achieved by the special district.
 - The performance measures and standards used by the district to make this determination.
 - Any goals or objectives the special district failed to achieve.

POINTS OF CONSIDERATION:

CLM has a variety of performance measures for programs and services.

STAFF RECOMMENDATIONS:

Staff recommends using the letter grade report.

COMMITTEE ACTION:

Al Jones made a motion to approve the letter grade report as the annual report needed to meet the requirements for the Uniform and Special District Accountability Act. Charles Harris seconded the motion. Motion carried.

BOARD ACTION

This item appeared as part of the consent agenda on the board agenda. Larry White made a motion to approve the Performance and Executive committee consent agenda items. Mark Paugh seconded the motion. Motion carried.

Staff recommends moving forward with the procurement of a replacement mobile career center using federal funds.

COMMITTEE ACTION:

Jeff Chang made a motion to take steps for the procurement of a replacement mobile career center using federal funds. Pete Beasley seconded the motion. Motion carried.

BOARD ACTION:

This item appeared as part of the consent agenda on the board agenda. Larry White made a motion to approve the Performance and Executive committee consent agenda items. Mark Paugh seconded the motion. Motion carried.

DRAFT



CareerSource Citrus Levy Marion

Annual Performance Presentation

December 2024

Objectives



Current Year Allocations



Financial Expenditure Requirements



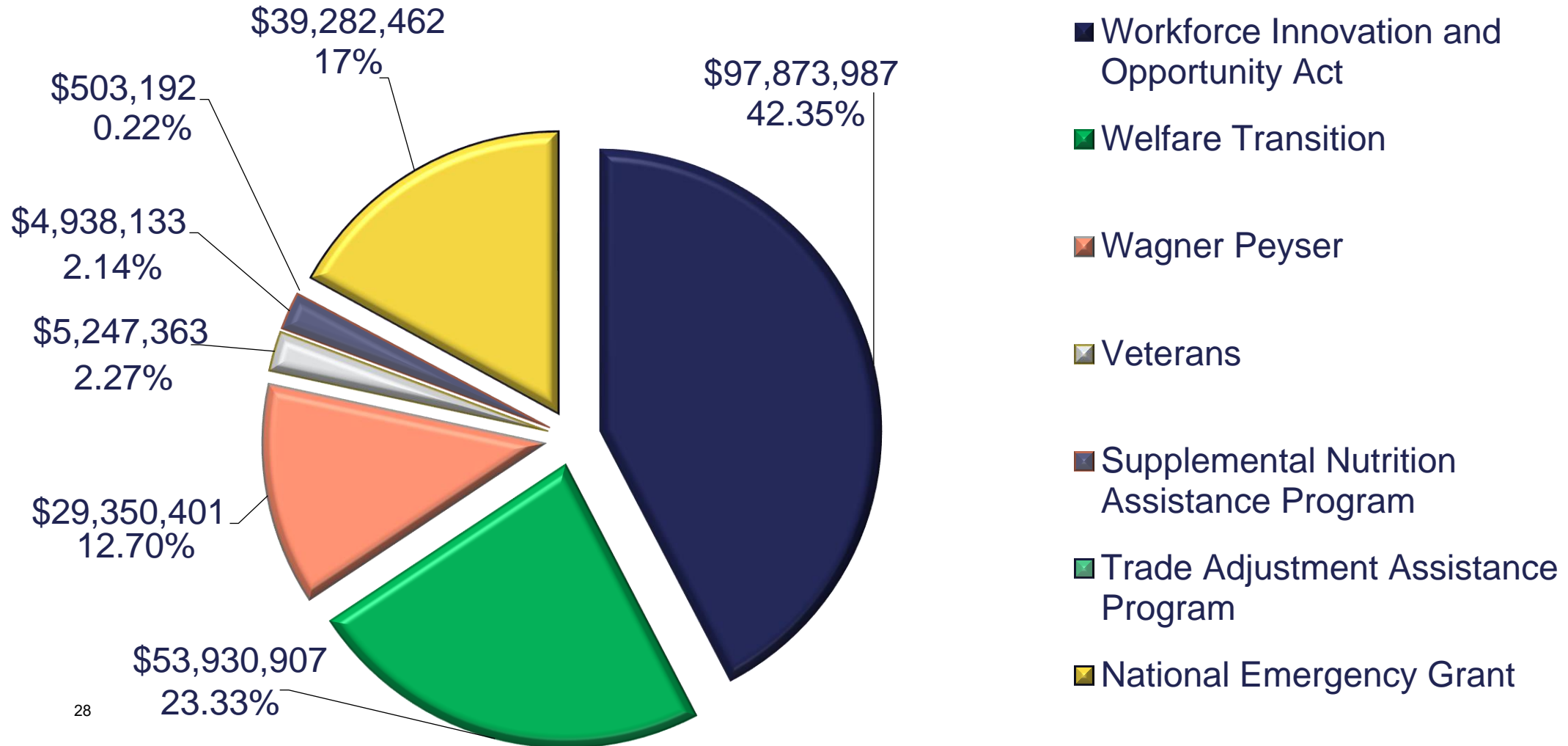
Performance Accountability Metrics



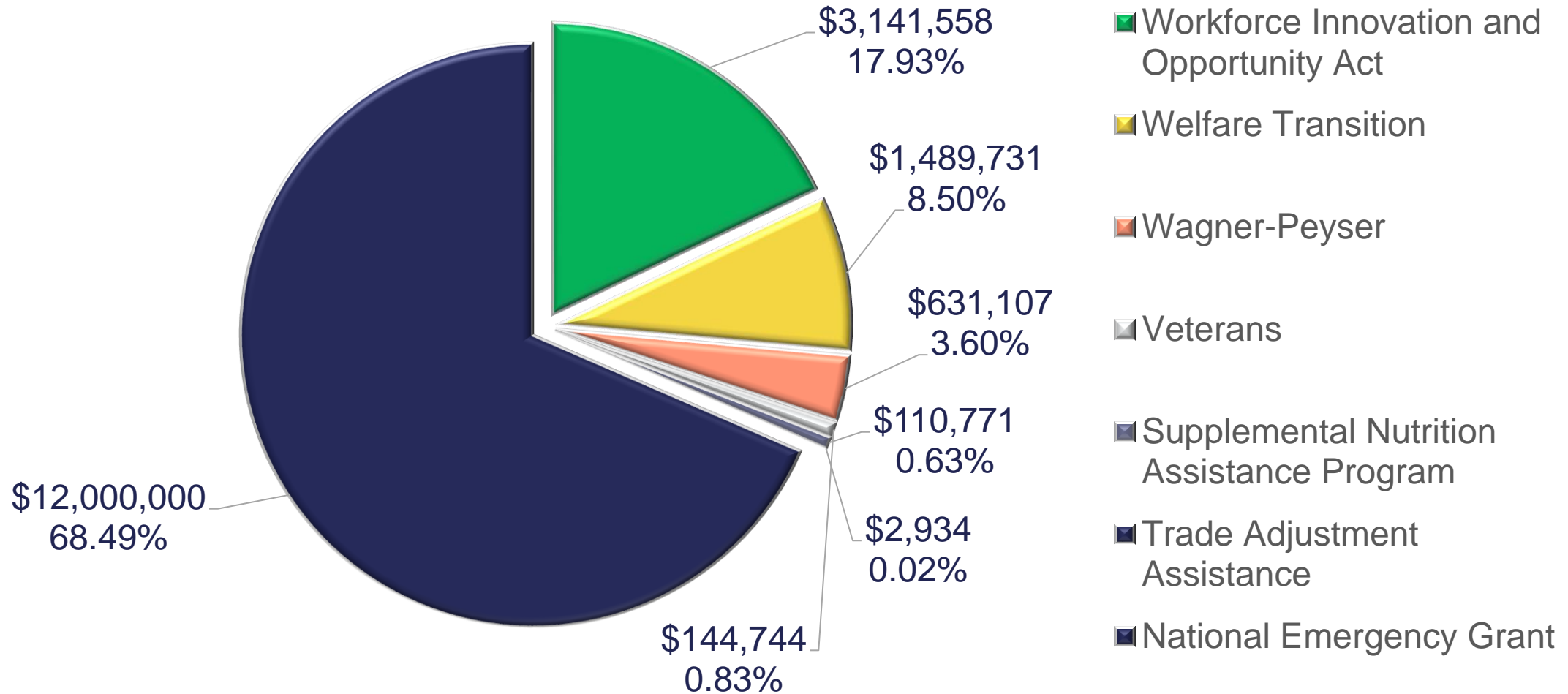
Programmatic and Financial Monitoring
Results



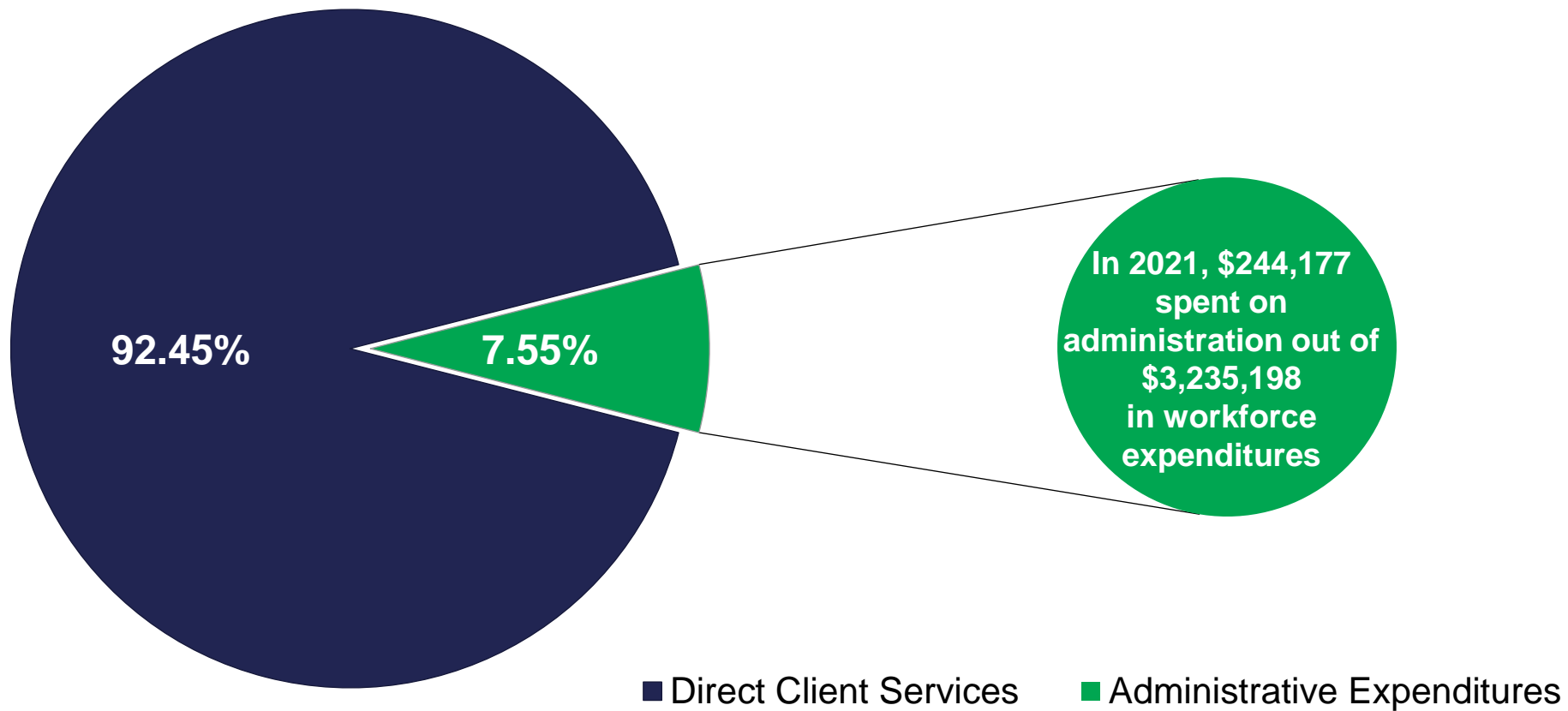
Statewide Funding 2024: \$231,126,445



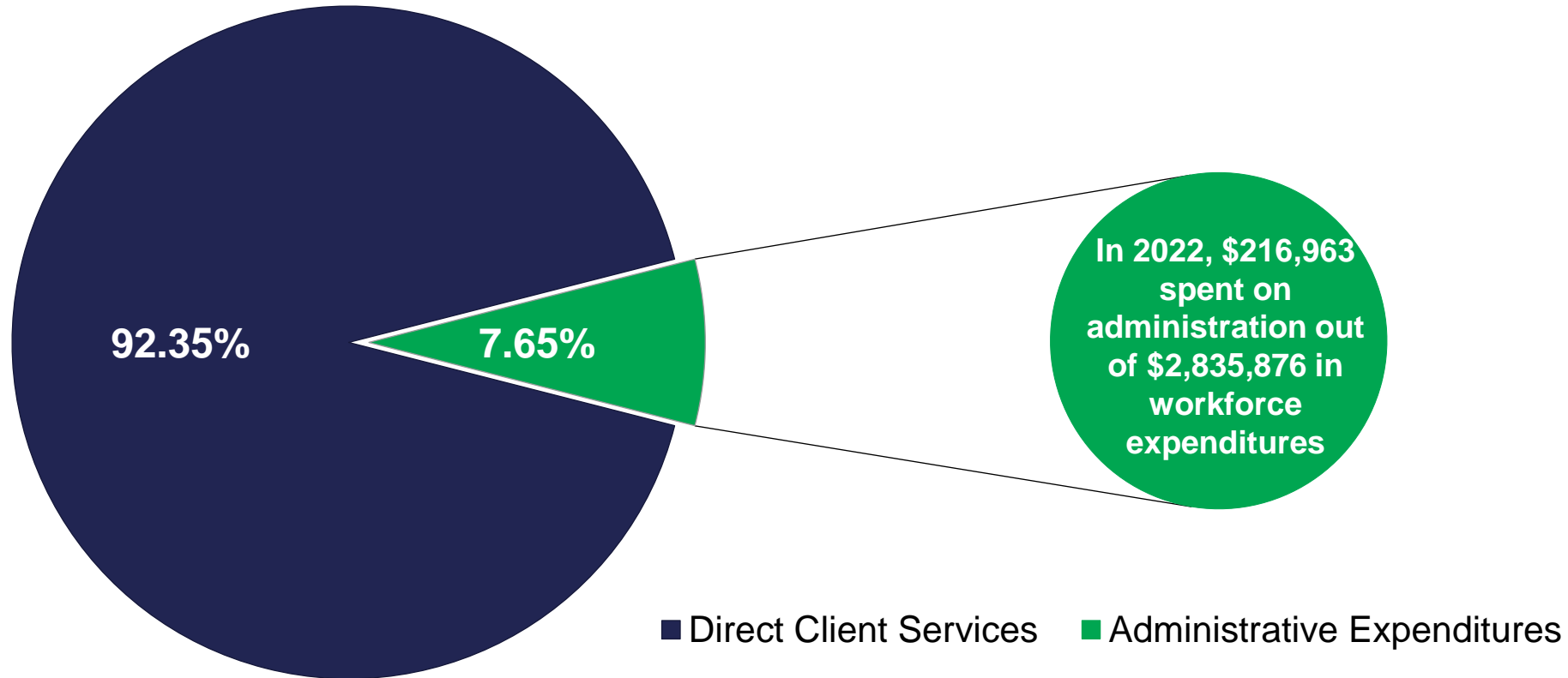
Local Board Funding 2024: \$17,520,845



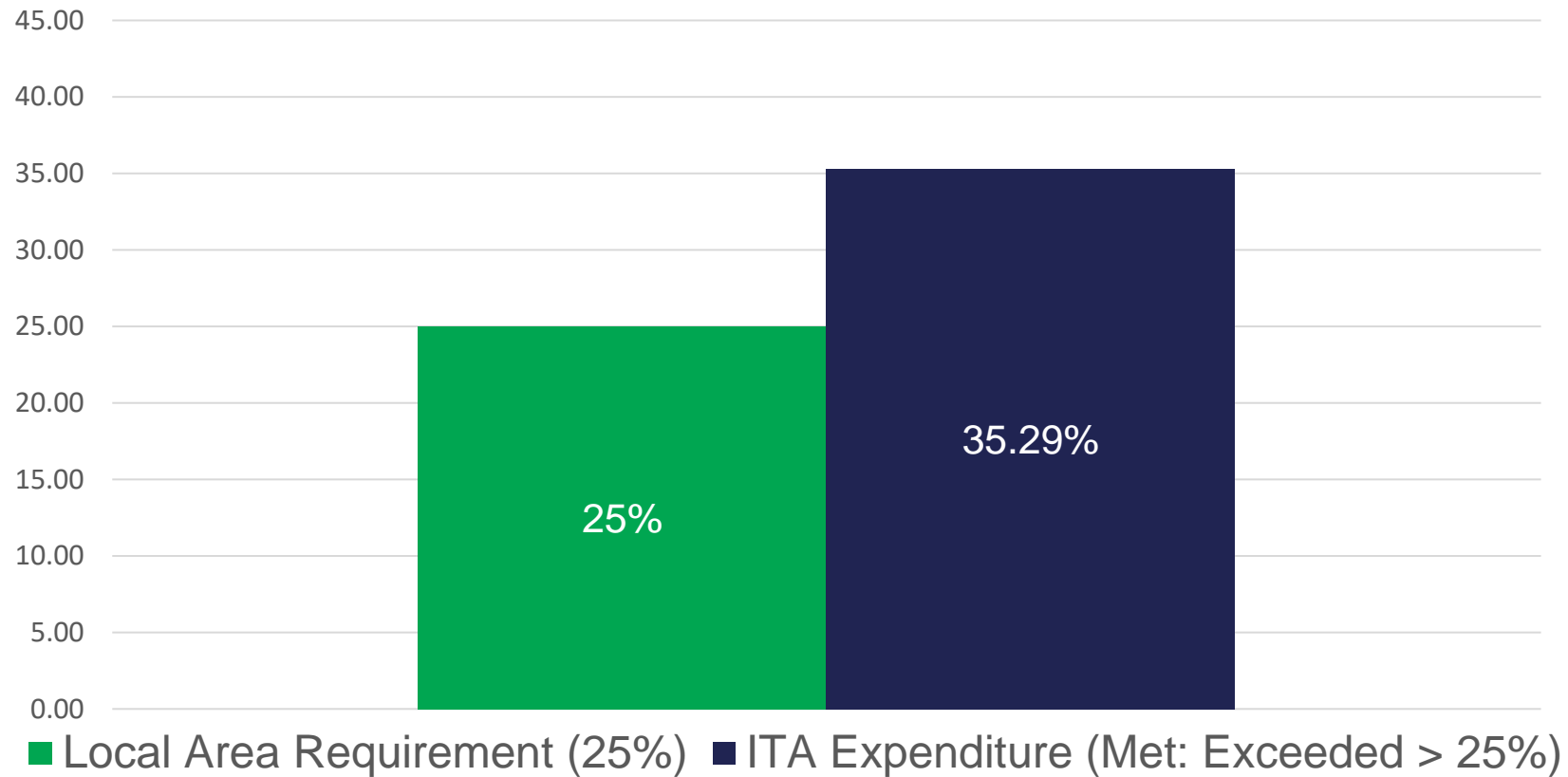
Local Board Direct Client Services and Administrative Expenditures (PY 2021)



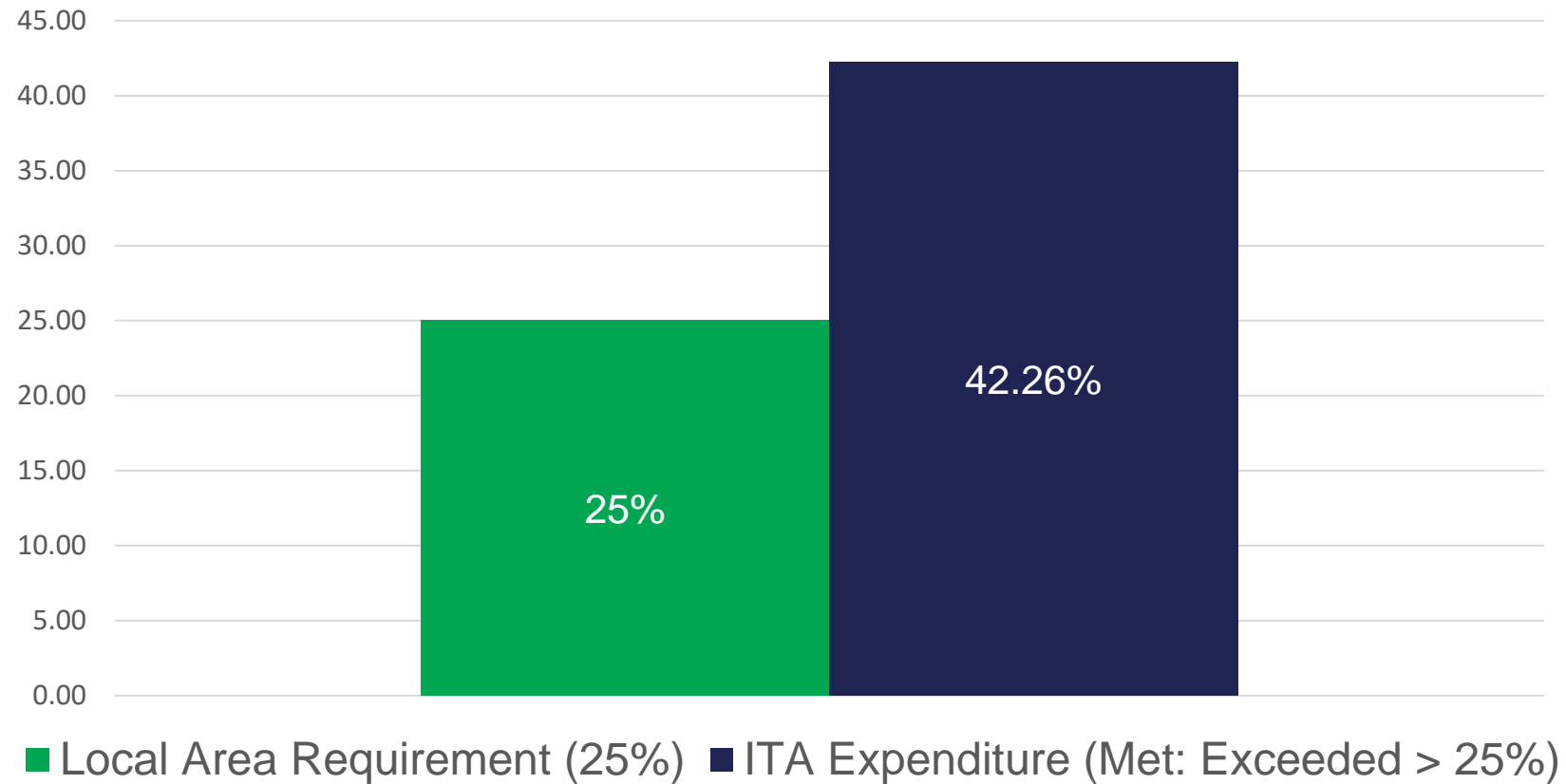
Local Board Direct Client Services and Administrative Expenditures (PY 2022)



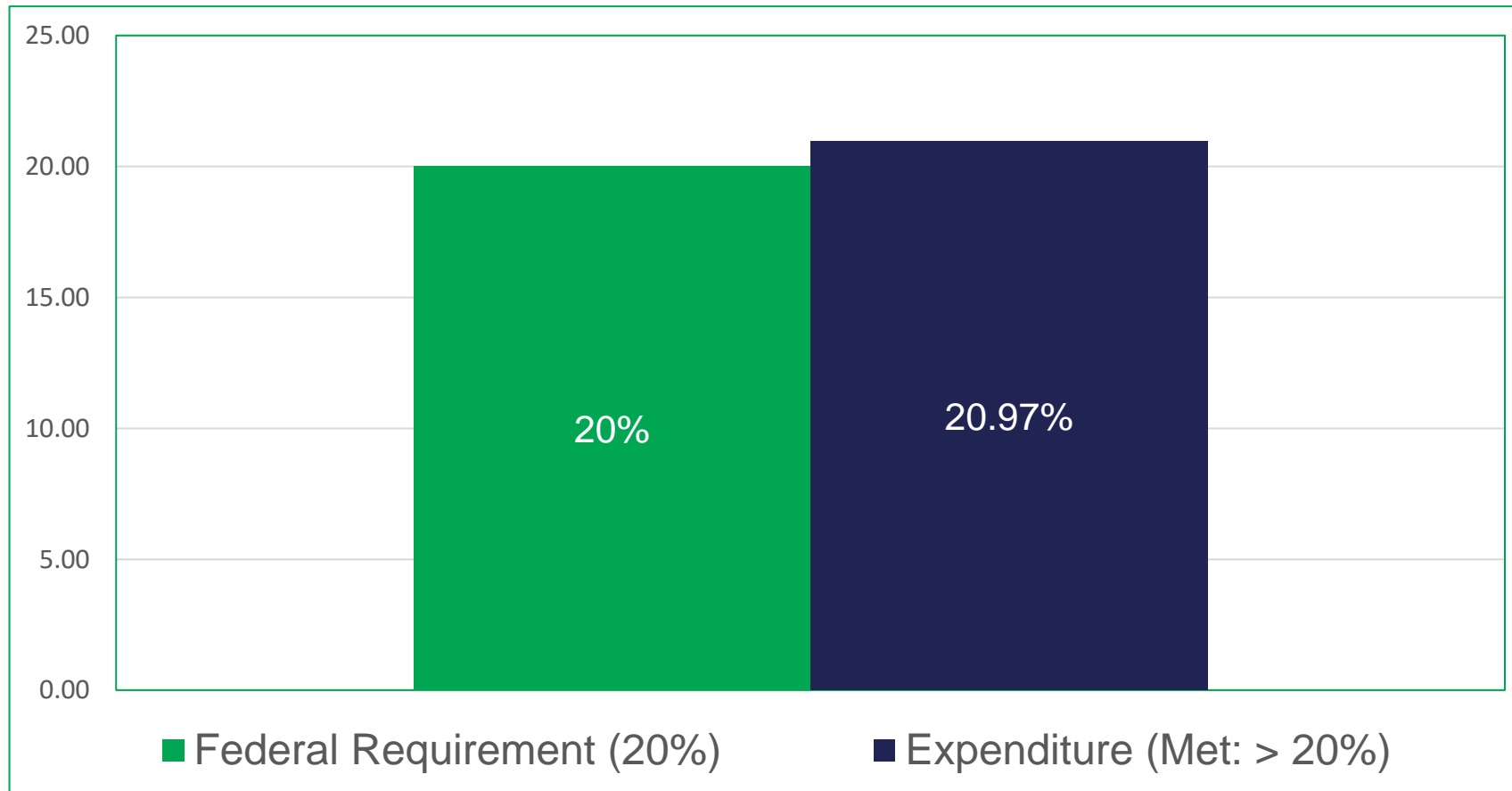
Individual Training Account Expenditures (SFY 2021-2022)



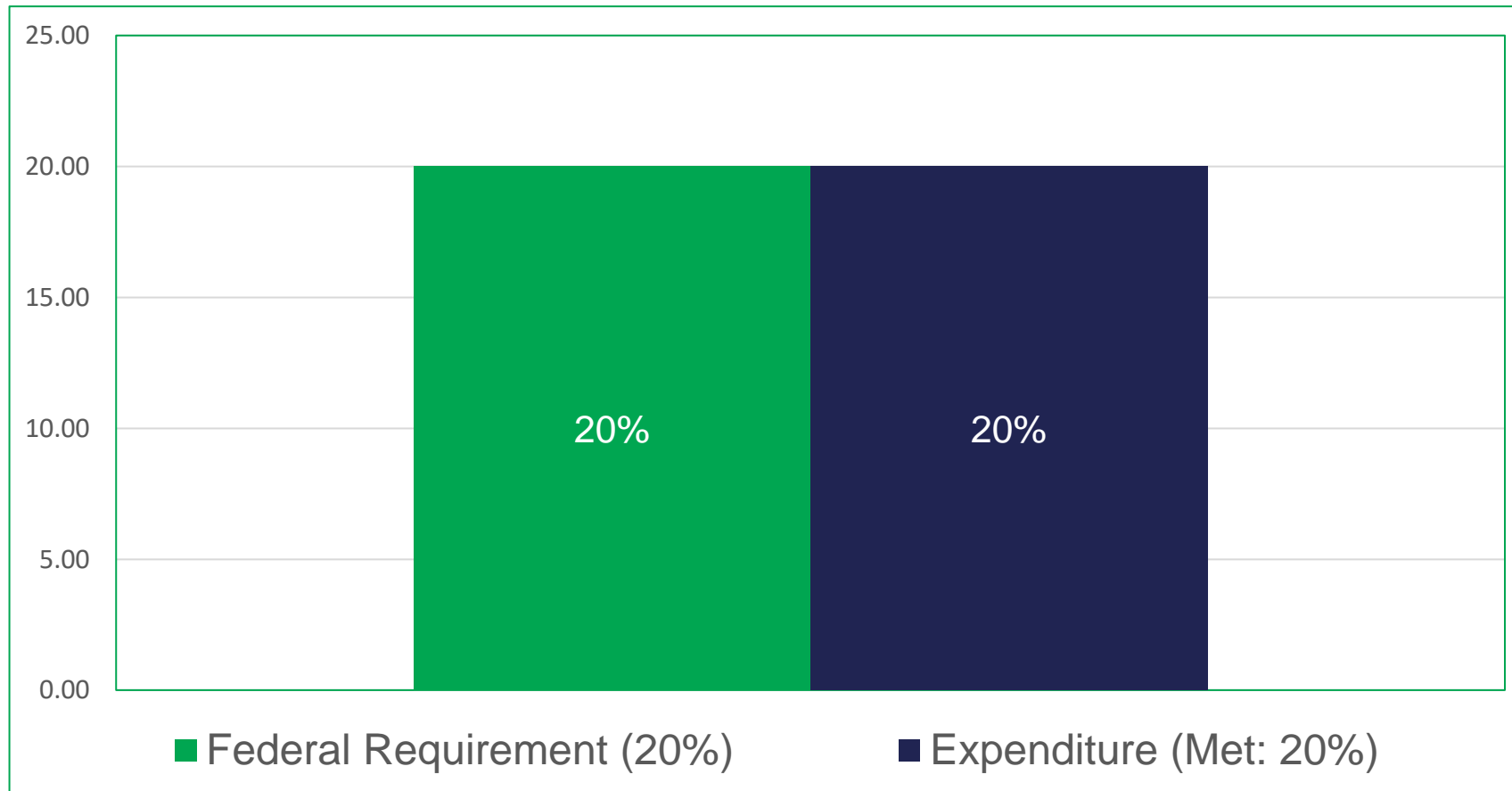
Individual Training Account Expenditures (SFY 2022-2023)



Work Experience Expenditures (FFY 2021)

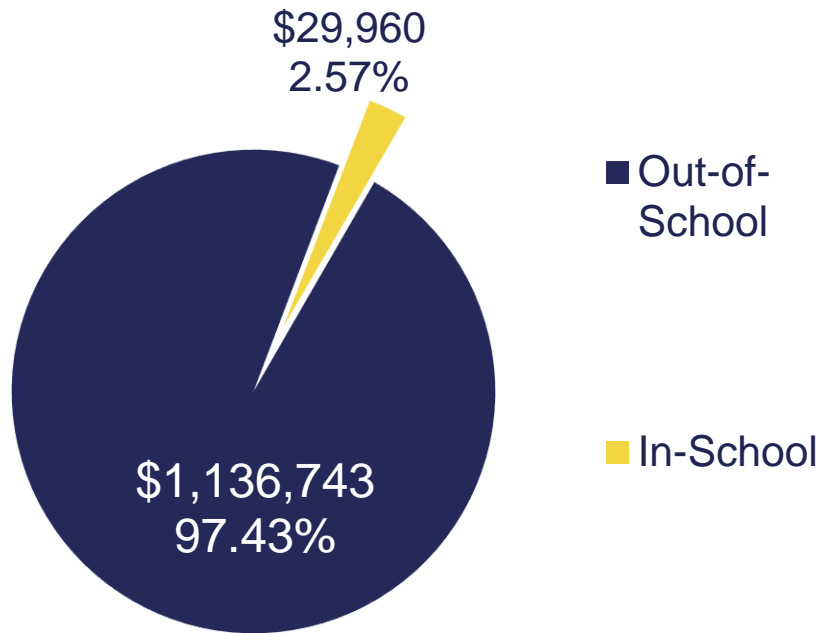


Work Experience Expenditures (FFY 2022)



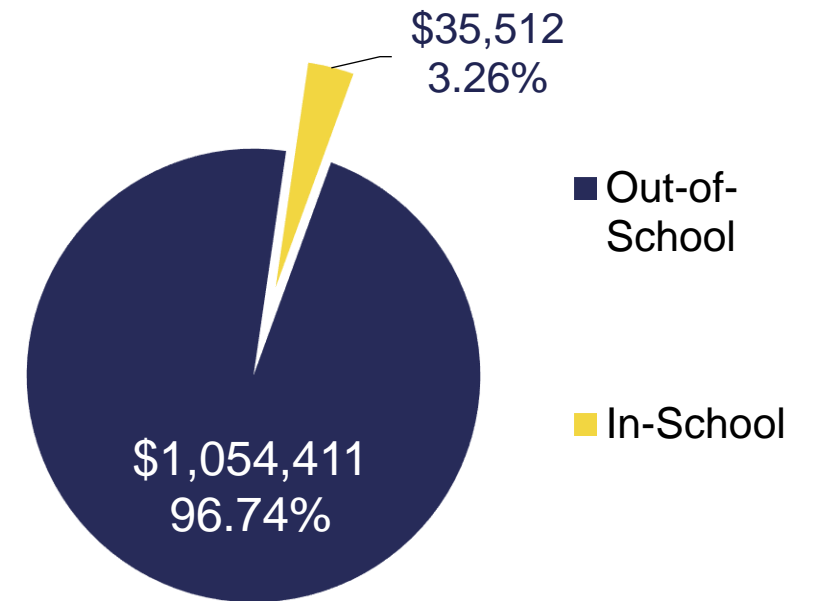
Out-of-School Youth Expenditures

PY2021



Federal Requirement = 75%

PY2022



Federal Requirement = 50%



Primary Indicators of Performance

Customer Groups

- Adult Metrics (5)
- Dislocated Worker Metrics (5)
- Youth Metrics (5)
- Wagner-Peyser Metrics (3)

Metrics

1. Employed in 2nd quarter after exiting the program
2. Employed in 4th quarter after exiting the program
3. Median wages in 2nd quarter after exiting the program
4. Credential attainment rate (Not applicable for Wagner-Peyser)
5. Measurable Skill Gains (Not applicable for Wagner-Peyser)



Primary Indicators of Performance

| LWDB 10 Program Year (PY) 2022 & 2023 Performance for July 1– June 30 | PY2022 Negotiated Performance Goals | PY2022 Adjusted Performance Goals | PY2022 4th Quarter Performance | | PY2023 Negotiated Performance Goals | PY2023 4th Quarter Performance |
|--|---|---|--------------------------------------|--|---|--------------------------------------|
| Adult Programs: | | | | | | |
| Employed 2nd Quarter After Exit | 92.0 | 92.5 | 91.4 | | 92.0 | 80.6 |
| Median Wage 2nd Quarter After Exit | \$7,961 | \$9,511 | \$9,440 | | \$7,961 | \$9,643 |
| Employed 4th Quarter After Exit | 90.0 | 90.7 | 73.5 | | 90.0 | 90.7 |
| Credential Attainment Rate | 75.0 | 75.7 | 82.2 | | 75.0 | 72.3 |
| Measurable Skill Gains | 79.7 | 83.7 | 87.1 | | 79.7 | 94.9 |
| Dislocated Workers Programs: | | | | | | |
| Employed 2nd Quarter After Exit | 82.0 | 77.6 | 75.0 | | 82.0 | 0.0 |
| Median Wage 2nd Quarter After Exit | \$9,000 | \$7,928 | \$8,840 | | \$9,000 | \$0 |
| Employed 4th Quarter After Exit | 86.8 | 77.4 | 60.0 | | 86.8 | 66.7 |
| Credential Attainment Rate | 83.8 | 85.5 | 100.0 | | 83.8 | 100.0 |
| Measurable Skill Gains | 75.0 | 52.4 | 0.0 | | 75.0 | 66.7 |
| Youth Programs: | | | | | | |
| Employed 2nd Quarter After Exit | 80.6 | 82.5 | 83.0 | | 80.6 | 67.5 |
| Median Wage 2nd Quarter After Exit | \$3,737 | \$3,653 | \$3,949 | | \$3,737 | \$4,017 |
| Employed 4th Quarter After Exit | 78.6 | 76.2 | 75.2 | | 78.6 | 75.8 |
| Credential Attainment Rate | 91.2 | 90.7 | 96.9 | | 91.2 | 97.8 |
| Measurable Skill Gains | 89.2 | 72.6 | 96.8 | | 89.2 | 93.6 |
| Wagner Peyser Programs: | | | | | | |
| Employed 2nd Quarter After Exit | 69.4 | 70.4 | 70.8 | | 69.4 | 67.7 |
| Median Wage 2nd Quarter After Exit | \$5,122 | \$5,204 | \$6,290 | | \$5,122 | \$6,432 |
| Employed 4th Quarter After Exit | 68.1 | 66.9 | 71.2 | | 68.1 | 68.7 |

Not Met (less than 90% of adjusted)
 Met (90 - 100% of adjusted)
 Exceeded (greater than 100% of adjusted)



Letter Grades

Customer Groups

WIOA (Adult, Dislocated Worker, Youth), Wagner-Peyser, Supplemental Nutrition Assistance Program, Welfare Transition, National Dislocated Worker Grant, Trade Adjustment Assistance, Employers

Metrics

1. Participants with Increased Earnings
2. Reduction in Public Assistance
3. Employment and Training Outcomes
4. Participants in Work-Related Training
5. Continued Repeat Business
6. Year-Over-Year Business Penetration
7. Completion-To-Funding
8. Extra Credit: Serving Individuals on Public Assistance



Letter Grades, Cont.

The screenshot shows a web browser at the URL <https://analytics.careersourceflorida.com/LetterGrades>. The page features a dark blue navigation bar with the CareerSource Florida logo and menu items: ANALYTICS HOME, LETTER GRADES (highlighted), CLIFF DASHBOARD, BUSINESS & WORKFORCE, BOARD PERFORMANCE, FUNDING, and BARRIERS TO EMPLOYMENT. Below this is a white sub-navigation bar with the Letter Grades logo, HOME (highlighted), PERFORMANCE, METHODOLOGY, FAQ, RESOURCES, and a LOG IN button. The main content area is a large banner with a light blue background on the left showing a map of Florida, and a darker blue background on the right with the Letter Grades logo and the text "Grading Success".

Visit: <https://analytics.careersourceflorida.com>



Programmatic Monitoring Activities

| LWDB 10 Program Year (PY) 2022-23 | PY 2021-22 Findings | PY 2022-23 Findings |
|--|------------------------|------------------------|
| Welfare Transition | 0 | 2 |
| Wagner-Peyser | 3 | 3 |
| Supplemental Nutrition Assistance Program - Employment and Training | 0 | 0 |
| WIOA Adult / Dislocated Worker / Youth / Special Initiatives | 3 | 1 |
| Trade Adjustment Assistance | 2 | 0 |
| Jobs for Veterans State Grants | 1 | 2 |
| Other: Local Board Governance | 0 | 1 |
| Total Findings | 9 | 9 |



Financial Monitoring Activities

| LWDB 10 Program Year (PY) 2022-23 April 1, 2022 – June 30, 2022 | PY 2021 | PY 2022 |
|--|----------------|----------------|
| Findings | 0 | 1 |
| Issues of Non-Compliance | 1 | 1 |
| Observations | 0 | 0 |
| Technical Assistance | 1 | 0 |



Questions & Answers



Contact Us

Thank You.

If you have questions or comments about this presentation, please contact us.



Karmyn Hill

Email: Karmyn.Hill@Commerce.fl.gov

Office: Bureau of One-Stop and Program Support



BOARD MEMBERSHIP TERMS - November 2024

| WORKFORCE REP(20%)=8 MEMBERS (AT 33 TOTAL) | | | | | | | |
|---|----------------------------|------------------------|-------------------|------------------|---------------|---------------------|---------------|
| | SECTOR | Industry Sector | NAME | APPOINTED | LENGTH | TERM EXPIRES | COUNTY |
| 1 | Apprenticeship | Uniton | Fred Morgan | 7/1/2021 | 8 | 2029 | Marion |
| 2 | CBO/ Barriers | Non-Profit | Theresa Flick | 7/1/2021 | 8 | 2029 | Citrus |
| 3 | CBO/ Barriers | Non-Profit | Charles Harris | 7/1/2021 | 5 | 2026 | Marion |
| 4 | CBO/Barriers-Vet | Veteran's Programs | Vacant | | 7 | 2028 | Citrus |
| 5 | Labor | Union | Fred Morgan | 7/1/2021 | 8 | 2029 | Marion |
| 6 | Labor | Union | Andy Starling | 7/1/2021 | 8 | 2029 | Levy |
| 7 | Youth Serving Organization | DCF | Jorge Martinez | 7/1/2021 | 6 | 2027 | Marion |
| 8 | Youth Serving Organization | Education | Vacant | | 5 | 2029 | Levy |
| GOVERNMENT/ EDC 4 SEATS | | | | | | | |
| 9 | Economic Development | Economic Development | Steven Baham | 9/30/2024 | 5 | 2026 | Citrus |
| 10 | Economic Development | Economic Development | Kevin Sheilley | 6/21/2023 | 5 | 2026 | Marion |
| 11 | Trans/ Public Housing | Housing | Angela Juraristic | 6/21/2023 | 6 | 2027 | Marion |
| 12 | Voc Rehab | Voc Rehab | Vacant | | 8 | 2029 | All |
| EDUCATION 4 SEATS | | | | | | | |
| 13 | Education-Adult | Education | Ben Whitehouse | 7/1/2021 | 6 | 2027 | Marion |
| 14 | Education-Higher Private | Education | Pete Beasley | 7/1/2021 | 8 | 2029 | Marion |
| 15 | Education-Higher Public | Education | Mark Paugh | 7/1/2021 | 5 | 2026 | All |
| 16 | Education-School District | Education | Debra Stanley | 7/1/2021 | 7 | 2028 | Citrus |
| PRIVATE SECTOR 17 SEATS | | | | | | | |
| 17 | Private Sector | Retail | Al Jones | 7/1/2021 | 7 | 2028 | Citrus |
| 18 | Private Sector | Real Estate | Kevin Cunningham | 7/1/2021 | 5 | 2026 | Citrus |
| 19 | Private Sector | Construction | Larry White | 6/21/2023 | 7 | 2028 | Citrus |
| 20 | Private Sector | Publishing | John Murphy | 7/1/2021 | 7 | 2028 | Citrus |
| 21 | Private Sector | Energy | Staci Bertrand | 6/21/2023 | 8 | 2029 | Citrus |
| 22 | Private Sector | Finance | Carl Flanagan | 7/1/2021 | 5 | 2026 | Citrus |
| 23 | Private Sector | Manufacturing | Arno Proctor | 7/1/2021 | 8 | 2029 | Levy |
| 24 | Private Sector | Energy | Kim Baxley | 7/1/2021 | 6 | 2027 | Levy |
| 25 | Private Sector | Manufacturing | John Hemken | 7/1/2021 | 7 | 2028 | Levy |
| 26 | Private Sector | Banking | Steven Weinstein | 9/30/2024 | 5 | 2026 | Levy |
| 27 | Private Sector | | Vacant | | 5 | 2026 | Levy |
| 28 | Private Sector | Insurance | Brandon Whiteman | 7/1/2021 | 6 | 2027 | Marion |
| 29 | Private Sector | Manufacturing | Darlene Goddard | 7/1/2021 | 5 | 2026 | Marion |
| 30 | Private Sector | Manufacturing | Jeff Chang | 7/1/2021 | 7 | 2028 | Marion |
| 31 | Private Sector | Energy | Kathy Judkins | 7/1/2021 | 5 | 2026 | Marion |
| 32 | Private Sector | Manufacturing | Pat Reddish | 7/1/2021 | 6 | 2027 | Marion |
| 33 | Private Sector | Retail | Equilla Wheeler | 7/1/2021 | 7 | 2028 | Marion |



RECORD OF ACTION/APPROVAL

Board Meeting

Wednesday, December 11, 2024

TOPIC/ISSUE:

Building Pathways to Infrastructure Jobs Grant – CareerSource North Florida Subrecipient Agreement

BACKGROUND:

We have previously contracted with Workforce Region 6 for Sole Source assistance with our Broadband Grant. The contract must be renewed.

POINTS OF CONSIDERATION:

As the lead agency we will need to have executive subrecipient agreements to administer funding to the other participating workforce regions for their portion of the work contained in the grant's scope of work. The agreement will be for a four-year period October 31, 2028.

STAFF RECOMMENDATIONS:

Renew of the subrecipient agreement with Region 6.

COMMITTEE ACTION:

BOARD ACTION:



RECORD OF ACTION/APPROVAL

Board Meeting

Wednesday, December 11, 2024

TOPIC/ISSUE:

Building Pathways to Infrastructure Jobs Grant – CareerSource North Central Florida Subrecipient Agreement

BACKGROUND:

We have previously contracted with Workforce Region 7 as a Sole Source subrecipient for the Broadband Grant. Since that time Region 7 was merged with Region 9 to become Region 26.

POINTS OF CONSIDERATION:

As the lead agency we will need to execute subrecipient agreements to administer funding to the other participating workforce regions for their portion of the work contained in the grant's scope of work. CareerSource North Central Florida's budget will be in the amount of \$240,750. The agreement will be for a four-year period ending October 31, 2028.

STAFF RECOMMENDATIONS:

Authorize engaging with Region 26 to execute a Sole Source contract for Broadband Grant activities.

COMMITTEE ACTION:

BOARD ACTION:



RECORD OF ACTION/APPROVAL

Board Meeting

Wednesday, December 11, 2024

TOPIC/ISSUE:

Procurement of New Mobile Unit Van

BACKGROUND:

The Board approved the disposal of the large mobile unit, a 37-foot Winnebago, and moving forward with a more agile mobile service delivery approach using a van, trailer and generator.

Staff issued a Request for Bids (RFB) for a "Transit style" van. No bids were received, and the staff contacted the dealers who were issued RFBs. Many commented that they did not respond because the RFB was for only a single vehicle. Some commented that some feature requests made bidding prohibitive (features included 110V external plugs and similar items). Staff edited the original RFB, and it was reissued.

Two bids were received, one from Phillips Chrysler Dodge Jeep RTAM and one from Gary Yeomans Ford Ocala-Villages.

POINTS OF CONSIDERATION:

Phillips bid was for \$45,523.86
Yeoman's bid was for \$50,316.00

STAFF RECOMMENDATIONS:

Staff recommends accepting the Phillips bid of \$45,523.86.

COMMITTEE ACTION:

BOARD ACTION:

Gary Yeomans Ford Ocala - Villages



Date: 11/15/2024
 Salesperson: Pete Warner
 Manager: Shane Plummer


FOR INTERNAL USE ONLY

| | | |
|------------------------------|---|------------------------------------|
| BUSINESS NAME CONTACT | <i>Career Source</i> | Home Phone : |
| Address : | <i>2703 NE 14th St. Ocala, FL 34470 United States</i> | Work Phone : |
| E-Mail : | | Cell Phone : <i>(352) 538-5445</i> |

VEHICLE

| | | | |
|--|-----------------------------|--------------------------------|-------------------|
| Stock # : <i>KB67812</i> | New / Used : New | VIN : <i>1FTBR1Y85RKB67812</i> | Mileage: <i>5</i> |
| Vehicle : <i>2024 Ford Transit-250 Cargo</i> | Color : <i>Oxford White</i> | | |
| Type : | <i>R1Y</i> | | |
| Body Size : | Style : | Weight : <i>4952</i> | Unit Class : |
| Market Value Selling Price | | | <u>49,431.00</u> |
| Taxable Fees (Estimated) | | | <u>389.00</u> |
| Doc Fee | | | <u>187.50</u> |
| Non Tax Fees | | | <u>308.50</u> |
| Balance | | | <u>50,316.00</u> |

Customer Approval:  Management Approval: 
 By signing this authorization form, you certify that the above personal information is correct and accurate, and authorize the release of credit and employment information. By signing above, I provide to the dealership and its affiliates consent to communicate with me about my vehicle or any future vehicles using electronic, verbal and written communications including but not limited to eMail, text messaging, SMS, phone calls and direct mail. Terms and Conditions subject to credit approval. For Information Only. This is not an offer or contract for sale.

Tax Removed
11/15/2024




RECORD OF ACTION/APPROVAL

**Board Meeting, Wednesday, December 11, 2024
Performance and Monitoring Committee. Tuesday, November 12, 2024**

TOPIC/ISSUE:

Subrecipient monitoring

BACKGROUND:

We are required to monitor subrecipients annually to ensure that they remain in compliance with contractual obligations. The attached monitoring report is for the program year 2023-2024.

POINTS OF CONSIDERATION:

Powell and Jones conducted a monitoring of Eckerd Connects that concluded on September 25, 2024. One issue was identified in Procedure 1. An adjustment to contract verbiage and the inclusion of the sub-recipient's Unique Entity Identifier (UEI). This issue will be corrected in the next sub-recipient agreement effective 7/01/2025 and is not an issue by the sub-recipient.

STAFF RECOMMENDATIONS:

Accept the audit report as presented.

COMMITTEE ACTION:

Theresa Flick made a motion to accept the monitoring report. Jeff Chang seconded the motion. Motion carried.

BOARD ACTION:



RECORD OF ACTION/APPROVAL

Board Meeting, Wednesday, December 11, 2024
Marketing and Outreach Committee, Wednesday, November 13, 2024

TOPIC/ISSUE:

Release of Request for Proposals (RFP) for careersourceclm.com website.

BACKGROUND:

Our current website was launched in 2018. The platform it was created on has reached its end of life. It is no longer capable of required updates to keep it workable in our ever-changing environment.

POINTS OF CONSIDERATION:

An RFP will allow us to provide web development firms a list of the needed functions and quality of life features for our users to ensure the new site meets our specific needs and will provide flexibility in the future. RFP's are not based solely on proposed budgets by bid respondents and allows the committees and board flexibility to select a vendor that best suits our needs.

STAFF RECOMMENDATIONS:

Requesting approval for authority to release a Request for Proposals for the creation of a new careersourceclm.com website.

COMMITTEE ACTION:

Darlene Goddard made a motion to approve the release for the Request for Proposals for the creation of a new website. Kathy Judkins seconded the motion. Motion carried.

BOARD ACTION:



RECORD OF ACTION/APPROVAL

Board Meeting, Wednesday, December 11, 2024
Marketing and Outreach Committee, Wednesday, November 13, 2024

TOPIC/ISSUE:

Release of Request for Proposals (RFP) for business services outreach.

BACKGROUND:

We have begun looking at our approach to marketing our local work-based learning programs – On the Job Training, Custom Business Training (employed workers) and Paid Internships and Paid Work Experience. We have identified a need to increase use of these programs in the business community. Increased use will help with better business relations and understanding of the many services we offer, performance, and investment in new, transitioning and existing members of the workforce in our region.

POINTS OF CONSIDERATION:

We would like to solicit proposals from subject matter experts in the field of business engagement to assist us in the final steps of revamping our outreach materials, communication tools and staff approach of outreach.

STAFF RECOMMENDATIONS:

Requesting approval for authority to release a Request for Proposals for business services outreach consultation services.

COMMITTEE ACTION:

Kathy Judkins made a motion to approve the release of Request for Proposal for business services outreach consultation services. Darlene Goddard seconded the motion. Motion carried.

BOARD ACTION:



**CAREERSOURCE CITRUS LEVY MARION
Education and Industry Consortium**

MINUTES

DATE: November 14, 2024
PLACE: CareerSource CLM
2703 NE 14th Street, Ocala, FL 34470
TIME: 9:00 a.m.

MEMBERS PRESENT

Dr. Ann Hembrook
Bob RuteMiller
David Roland
Dr. Jennifer Fryns
Joe Corley
Marci Holder
Rebecca Johnson
Tanya Taylor
Tim Gilbert

MEMBERS ABSENT

Ashley Shorb
Chris Formisano
Eric Willis
Rachel Gibbs

Other Attendees

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

Cira Schnettler, CSCLM
Tony Waterson, One Stop Operator
Kristen Barry, One Stop Operator
Dawna Boley, Citrus County Schools

CALL TO ORDER

The meeting was called to order by Joe Corley, Chair, at 9:00 a.m.

ROLL CALL

Cira Schnettler called roll and a quorum was declared present.

APPROVAL OF MINUTES

Dr. Jennifer Fryns made a motion to approve the minutes from the August 29, 2024, meeting. Tim Gilbert seconded the motion. Motion carried.

PRESENTATION

Cory Weaver gave an overview of the presentation. She reviewed the committee’s purpose and answered questions on how the committee plans to fulfill the purpose.

The committee will meet its objectives through discussion and presentations:

- Talent needs of local industry targeted sectors will be identified.
- Educational partners will present courses and certifications currently available as well as promote upcoming programs and projects in development.
- CareerSource CLM will review training programs offered through business services.

Occupation Reports and Expected Demand

Below are highlights from the discussion throughout the presentation:

- **Healthcare**
 - Surge techs and medical lab technicians consistently are in high demand.
 - Medical facilities are relying on traveling technicians and would like to grow local talent to fill these positions.
 - CF will be offering a medical lab tech apprenticeship program.
 - There was discussion about how often curriculums were updated to meet business needs. The educational partners all serve on advisory committees, such as this committee, which discuss the needs of the business community. Curriculum building is an ongoing process.
- **Construction**
 - The pre-apprenticeship program at Lake Weir High School has been popular with nineteen students enrolled. It is anticipated that the program will continue to grow. This program will allow students to transition to formal apprenticeship programs or function as a bridge directly to a career path.
 - Marion County Schools is partnering with the Florida Connect Academy, which offers construction transportation certifications.
- **Education**
 - The lack of instructors across various fields is a major challenge in offering programs after curriculums are developed. Instructor wages are not competitive with wages in the field, leading to numerous vacancies. These vacancies have negative impacts such as limited class sizes, safety concerns, and inconsistencies on availability of programs.
 - Educational partners utilize bonus and incentive programs to attract instructors.
 - CareerSource CLM is working with Lifeline Institute for additional certification support.
 - Bus Drivers continue to be in high demand.
- **Manufacturing**
 - Quality Control and inspector career paths are in demand.
- **Logistics**
 - The latest reporting shows a slight dip in wages.
 - CDL Drivers and other types of drivers are always in high demand.

- Professional
 - Noted high demand occupations:
 - Veterinary career paths. Wages are increasing in these paths.
 - Data Analysts

Talent Supply - Top Skills Gaps – Poll Results

- Cory Weaver reviewed the talent supply market.
- There is a significant difference between what skills employers are listing in job postings versus what skills applicants were listing on their resumes.
- The poll results from the last meeting were reviewed.

Skills Based Hiring

- Tony Waterson and Kristin Barry from Southern Indiana Works provided insight into skills-based hiring.
- The presentation prompted discussion on the positive impacts current and accurate job postings can be for hiring agencies and potential applicants. Reviewing job descriptions regularly to ensure that they contain current duties, skills, and responsibilities is vital to increased retention. Job postings that are accurate set the employee up for success in expectations and productivity.

Career Exploration

- Committee members were invited to attend upcoming expos and job fairs.
- CareerSource CLM received a grant for a two-year subscription to Transfr VR. Transfr VR utilizes a virtual reality experience to introduce individuals to career paths through job simulations. Committee members were extremely enthusiastic about using the technology to engage with students.

DISCUSSION ITEMS

None

PUBLIC COMMENT

None

MATTERS FROM THE FLOOR

None

ADJOURNMENT

There being no further business, the meeting adjourned at 10:11 a.m.

APPROVED:



CareerSource
CITRUS | LEVY | MARION

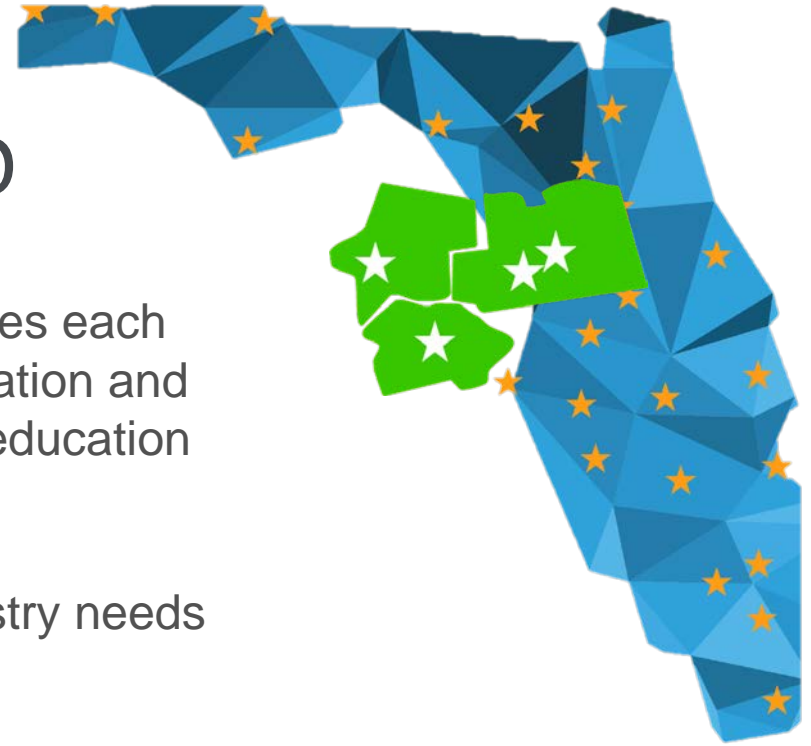
EDUCATION & INDUSTRY CONSORTIUM



CONSORTIUM BACKGROUND

Signed into law May 15th, 2024, Senate Bill 240 requires each local workforce development board to create an Education and Industry Consortium composed of representatives of education and businesses in the local service area.

Purpose: To align educational programming with industry needs at the local level



Talent Needs of Local Industry
Targeted Sectors



Education Offerings Available



Labor Market Information
Talent Pipeline

HEALTHCARE

| NAICS | Industry | Current | | | 5-Year Forecast | | | | |
|-------|-------------------|----------|---------------|------|-----------------|-------|-----------|--------|--------------|
| | | Employed | Avg Ann Wages | LQ | Total Demand | Exits | Transfers | Growth | Ann % Growth |
| 62 | HEALTHCARE | 28,107 | \$59,706 | 1.05 | 17,776 | 6,966 | 7,500 | 3,309 | 2.3% |

| Top Occupations by Industry Demand | | | | | | | |
|------------------------------------|---|---------|---------------|---------------|-----------|-------------|--------------|
| SOC | Occupation | Current | | 5-Year Demand | | | Total Demand |
| | | Empl | Avg Ann Wages | Exits | Transfers | Empl Growth | |
| 31-1131 | Nursing Assistants | 2,099 | \$34,800 | 718 | 889 | 190 | 1,796 |
| 31-1122 | Personal Care Aides | 1,788 | \$30,700 | 762 | 669 | 302 | 1,733 |
| 29-1141 | Registered Nurses | 3,220 | \$80,000 | 584 | 371 | 335 | 1,290 |
| 31-9092 | Medical Assistants | 1,215 | \$38,600 | 325 | 554 | 181 | 1,060 |
| 43-6013 | Medical Secretaries and Administrative Assistants | 1,195 | \$37,700 | 349 | 336 | 129 | 813 |
| 43-4171 | Receptionists and Information Clerks | 753 | \$34,400 | 262 | 291 | 81 | 634 |
| 39-9011 | Childcare Workers | 666 | \$41,600 | 255 | 330 | 45 | 630 |
| 31-1121 | Home Health Aides | 634 | \$30,700 | 197 | 212 | 107 | 516 |
| 29-2061 | Licensed Practical and Licensed Vocational Nurses | 830 | \$55,800 | 185 | 158 | 76 | 419 |
| 31-9091 | Dental Assistants | 413 | \$45,300 | 128 | 186 | 48 | 362 |
| 11-9111 | Medical and Health Services Managers | 562 | \$110,800 | 95 | 138 | 122 | 355 |
| 43-9061 | Office Clerks, General | 453 | \$39,400 | 144 | 141 | 26 | 311 |
| 25-2011 | Preschool Teachers, Except Special Education | 411 | \$35,500 | 105 | 134 | 46 | 285 |
| 37-2012 | Maids and Housekeeping Cleaners | 280 | \$27,200 | 113 | 102 | 27 | 242 |
| 29-1171 | Nurse Practitioners | 375 | \$110,300 | 55 | 55 | 129 | 239 |

CONSTRUCTION

| NAICS | Industry | Current | | | 5-Year Forecast | | | | |
|-------|---------------------|----------|---------------|------|-----------------|-------|-----------|--------|--------------|
| | | Employed | Avg Ann Wages | LQ | Total Demand | Exits | Transfers | Growth | Ann % Growth |
| 23 | CONSTRUCTION | 16,352 | \$52,070 | 1.50 | 8,793 | 2,979 | 4,369 | 1,445 | 1.7% |

| Top Occupations by Industry Demand | | | | | | | |
|------------------------------------|---|---------|---------------|---------------|-----------|-------------|--------------|
| SOC | Occupation | Current | | 5-Year Demand | | | |
| | | Empl | Avg Ann Wages | Exits | Transfers | Empl Growth | Total Demand |
| 47-2061 | Construction Laborers | 2,198 | \$39,100 | 423 | 605 | 233 | 1,261 |
| 47-2031 | Carpenters | 1,349 | \$48,100 | 256 | 344 | 118 | 717 |
| 47-1011 | First-Line Supervisors of Construction Trades and Extraction Workers | 1,116 | \$65,900 | 201 | 274 | 107 | 582 |
| 47-2111 | Electricians | 741 | \$48,900 | 137 | 223 | 92 | 451 |
| 11-9021 | Construction Managers | 724 | \$108,200 | 99 | 179 | 76 | 354 |
| 47-2152 | Plumbers, Pipefitters, and Steamfitters | 606 | \$49,900 | 106 | 178 | 56 | 340 |
| 43-9061 | Office Clerks, General | 511 | \$43,900 | 159 | 156 | 18 | 333 |
| 49-9021 | Heating, Air Conditioning, and Refrigeration Mechanics and Installers | 569 | \$47,700 | 98 | 164 | 66 | 328 |
| 47-2181 | Roofers | 622 | \$45,400 | 92 | 166 | 58 | 315 |
| 47-2141 | Painters, Construction and Maintenance | 605 | \$42,500 | 112 | 141 | 54 | 307 |
| 47-2073 | Operating Engineers and Other Construction Equipment Operators | 503 | \$44,400 | 91 | 138 | 51 | 280 |
| 11-1021 | General and Operations Managers | 384 | \$120,800 | 52 | 112 | 34 | 198 |
| 43-3031 | Bookkeeping, Accounting, and Auditing Clerks | 292 | \$48,100 | 99 | 77 | 12 | 188 |
| 53-3032 | Heavy and Tractor-Trailer Truck Drivers | 241 | \$51,600 | 59 | 78 | 25 | 162 |
| 43-6014 | Secretaries and Administrative Assistants, Except Legal/Medical | 266 | \$39,700 | 79 | 72 | 4 | 154 |

EDUCATION

| NAICS | Industry | Current | | | 5-Year Forecast | | | | |
|-------|------------------|----------|---------------|------|-----------------|-------|-----------|--------|--------------|
| | | Employed | Avg Ann Wages | LQ | Total Demand | Exits | Transfers | Growth | Ann % Growth |
| 61 | EDUCATION | 12,499 | \$43,787 | 0.86 | 7,425 | 3,020 | 3,132 | 1,273 | 2.0% |

| Top Occupations by Industry Demand | | | | | | | |
|------------------------------------|---|---------|---------------|---------------|-----------|-------------|--------------|
| SOC | Occupation | Current | | 5-Year Demand | | | |
| | | Empl | Avg Ann Wages | Exits | Transfers | Empl Growth | Total Demand |
| 25-2021 | Elementary School Teachers, Except Special Education | 1,799 | \$65,500 | 338 | 328 | 197 | 863 |
| 25-9045 | Teaching Assistants, Except Postsecondary | 1,098 | \$31,300 | 345 | 358 | 118 | 821 |
| 25-2031 | Secondary School Teachers, Except Special and Career/Technical Education | 1,294 | \$68,300 | 207 | 229 | 143 | 579 |
| 25-2022 | Middle School Teachers, Except Special and Career/Technical Education | 893 | \$58,800 | 168 | 163 | 98 | 428 |
| 37-2011 | Janitors and Cleaners, Except Maids and Housekeeping Cleaners | 415 | \$32,400 | 159 | 159 | 42 | 360 |
| 53-3051 | Bus Drivers, School | 286 | \$37,600 | 167 | 72 | 30 | 270 |
| 25-3031 | Substitute Teachers, Short-Term | 333 | \$35,600 | 116 | 107 | 44 | 267 |
| 43-6014 | Secretaries and Administrative Assistants, Except Legal, Medical, and Executive | 352 | \$39,100 | 105 | 96 | 8 | 209 |
| 11-9032 | Education Administrators, Kindergarten through Secondary | 347 | \$92,700 | 52 | 73 | 38 | 163 |
| 21-1012 | Educational, Guidance, and Career Counselors and Advisors | 323 | \$59,000 | 54 | 71 | 36 | 161 |
| 35-2012 | Cooks, Institution and Cafeteria | 170 | \$32,100 | 64 | 77 | 18 | 158 |
| 43-9061 | Office Clerks, General | 232 | \$40,500 | 73 | 72 | 12 | 157 |
| 25-2012 | Kindergarten Teachers, Except Special Education | 224 | \$62,000 | 57 | 73 | 24 | 154 |
| 25-3041 | Tutors | 146 | \$45,800 | 73 | 63 | 15 | 151 |
| 35-3023 | Fast Food and Counter Workers | 107 | \$27,300 | 65 | 69 | 11 | 145 |

MANUFACTURING

| NAICS | Industry | Current | | | 5-Year Forecast | | | | |
|-------|----------------------|----------|---------------|------|-----------------|-------|-----------|--------|--------------|
| | | Employed | Avg Ann Wages | LQ | Total Demand | Exits | Transfers | Growth | Ann % Growth |
| 31 | MANUFACTURING | 11,479 | \$58,098 | 0.79 | 7,052 | 2,409 | 3,611 | 1,032 | 1.7% |

Top Occupations by Industry Demand

| SOC | Occupation | Current | | 5-Year Demand | | | |
|---------|--|---------|---------------|---------------|-----------|-------------|--------------|
| | | Empl | Avg Ann Wages | Exits | Transfers | Empl Growth | Total Demand |
| 51-2092 | Team Assemblers | 1,293 | \$37,800 | 283 | 524 | 82 | 889 |
| 51-4121 | Welders, Cutters, Solderers, and Brazers | 406 | \$45,900 | 67 | 147 | 42 | 256 |
| 51-1011 | First-Line Supervisors of Production and Operating Workers | 416 | \$60,800 | 82 | 127 | 38 | 246 |
| 53-7062 | Laborers and Freight, Stock, and Material Movers, Hand | 259 | \$36,200 | 68 | 115 | 27 | 211 |
| 53-3032 | Heavy and Tractor-Trailer Truck Drivers | 283 | \$51,900 | 69 | 91 | 25 | 185 |
| 51-9061 | Inspectors, Testers, Sorters, Samplers, and Weighers | 236 | \$45,600 | 53 | 91 | 18 | 163 |
| 41-4012 | Sales Representatives, Wholesale and Manufacturing, Except Technical and Scientific Products | 258 | \$71,700 | 47 | 78 | 26 | 151 |
| 51-9111 | Packaging and Filling Machine Operators and Tenders | 162 | \$39,500 | 44 | 54 | 21 | 119 |
| 11-1021 | General and Operations Managers | 220 | \$131,400 | 30 | 65 | 22 | 117 |
| 51-2099 | Assemblers and Fabricators, All Other | 167 | \$39,600 | 36 | 68 | 11 | 115 |
| 51-4041 | Machinists | 178 | \$47,400 | 39 | 55 | 17 | 111 |
| 43-9061 | Office Clerks, General | 166 | \$41,700 | 52 | 51 | 8 | 111 |
| 51-2028 | Electrical, Electronic, and Electromechanical Equipment Assemblers, Except Coil Winders, Tapers, and Finishers | 162 | \$39,600 | 44 | 50 | 16 | 110 |
| 49-9041 | Industrial Machinery Mechanics | 160 | \$52,800 | 34 | 39 | 33 | 106 |
| 43-4051 | Customer Service Representatives | 143 | \$44,800 | 42 | 58 | 6 | 106 |

LOGISTICS

| NAICS | Industry | Current | | | 5-Year Forecast | | | | |
|-------|-----------------------------------|----------|---------------|------|-----------------|-------|-----------|--------|--------------|
| | | Employed | Avg Ann Wages | LQ | Total Demand | Exits | Transfers | Growth | Ann % Growth |
| 48 | TRANSPORTATION/WAREHOUSING | 7,929 | \$46,830 | 0.88 | 5,578 | 2,002 | 2,582 | 995 | 2.4% |

| Top Occupations by Industry Demand | | | | | | | |
|------------------------------------|--|---------|---------------|---------------|-----------|-------------|--------------|
| SOC | Occupation | Current | | 5-Year Demand | | | |
| | | Empl | Avg Ann Wages | Exits | Transfers | Empl Growth | Total Demand |
| 53-3032 | Heavy and Tractor-Trailer Truck Drivers | 1,738 | \$53,000 | 433 | 568 | 196 | 1,196 |
| 53-7062 | Laborers and Freight, Stock, and Material Movers, Hand | 1,032 | \$37,000 | 284 | 479 | 156 | 918 |
| 53-3033 | Light Truck Drivers | 971 | \$55,700 | 258 | 339 | 186 | 783 |
| 53-7065 | Stockers and Order Fillers | 583 | \$39,700 | 201 | 318 | 69 | 587 |
| 53-7051 | Industrial Truck and Tractor Operators | 305 | \$41,300 | 54 | 108 | 36 | 198 |
| 43-5052 | Postal Service Mail Carriers | 419 | \$60,800 | 91 | 75 | 22 | 188 |
| 53-1047 | First-Line Supervisors of Transportation and Material Moving Workers, Except Aircraft Cargo Handling Supervisors | 219 | \$62,200 | 43 | 81 | 32 | 156 |
| 43-5021 | Couriers and Messengers | 165 | \$37,000 | 43 | 52 | 14 | 109 |
| 43-5071 | Shipping, Receiving, and Inventory Clerks | 158 | \$42,100 | 35 | 52 | 14 | 101 |
| 53-3054 | Taxi Drivers | 124 | \$36,100 | 37 | 34 | 23 | 95 |
| 53-7064 | Packers and Packagers, Hand | 102 | \$31,600 | 34 | 47 | 10 | 90 |
| 43-4051 | Customer Service Representatives | 101 | \$42,700 | 31 | 43 | 10 | 84 |
| 43-5053 | Postal Service Mail Sorters, Processors, and Processing Machine Operators | 150 | \$52,700 | 41 | 27 | 4 | 72 |
| 43-9061 | Office Clerks, General | 102 | \$41,700 | 33 | 32 | 7 | 72 |
| 11-1021 | General and Operations Managers | 94 | \$110,700 | 13 | 29 | 12 | 54 |

PROFESSIONAL, SCI, TECH

| NAICS | Industry | Current | | | 5-Year Forecast | | | | |
|-------|-----------------------|----------|---------------|------|-----------------|-------|-----------|--------|--------------|
| | | Employed | Avg Ann Wages | LQ | Total Demand | Exits | Transfers | Growth | Ann % Growth |
| 54 | PRO, SCI, TECH | 6,830 | \$67,824 | 0.52 | 3,713 | 1,184 | 1,739 | 791 | 2.2% |

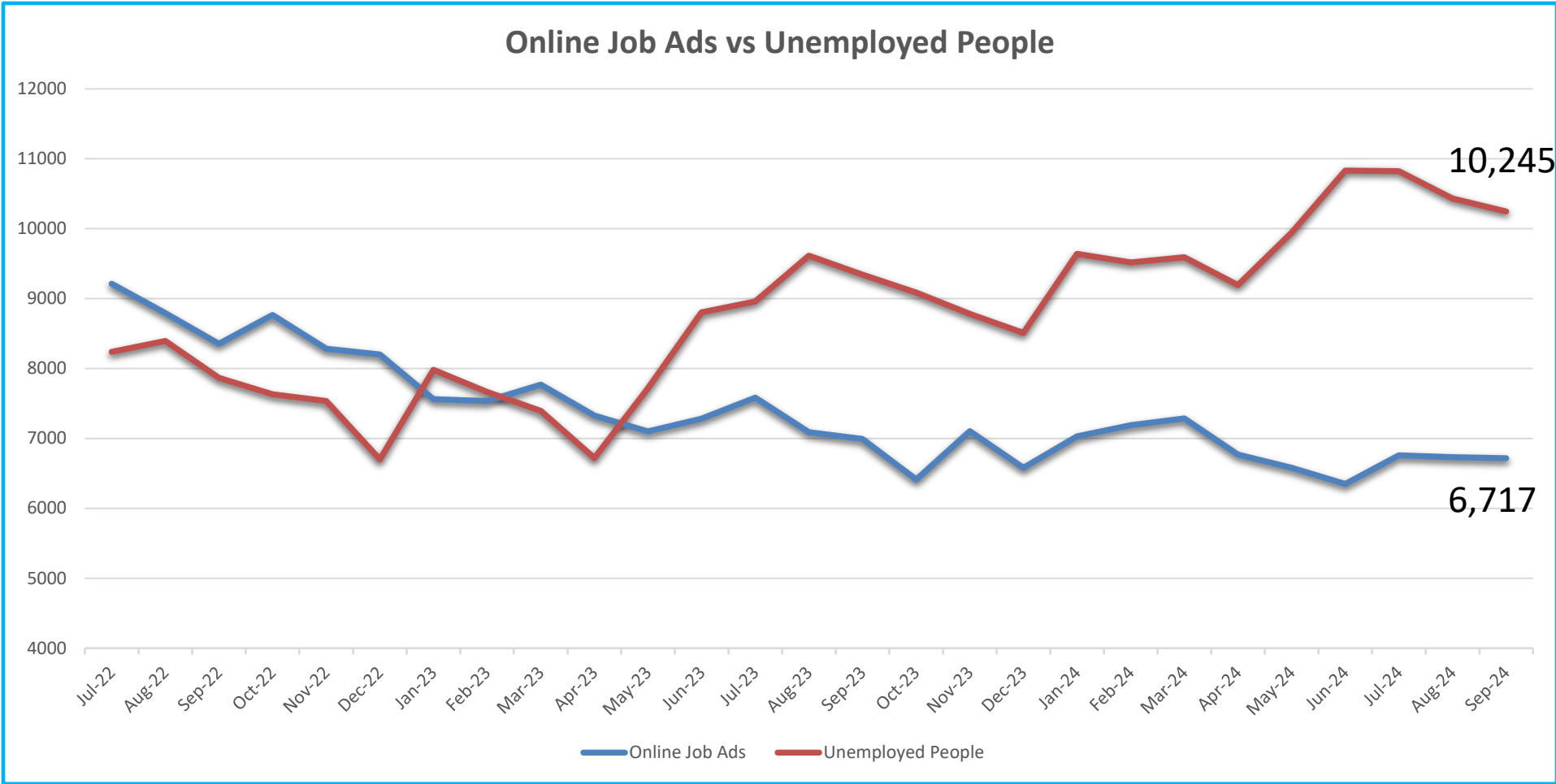
| Top Occupations by Industry Demand | | | | | | | |
|------------------------------------|--|---------|---------------|---------------|-----------|-------------|--------------|
| SOC | Occupation | Current | | 5-Year Demand | | | |
| | | Empl | Avg Ann Wages | Exits | Transfers | Empl Growth | Total Demand |
| 31-9096 | Veterinary Assistants and Laboratory Animal Caretakers | 242 | \$35,200 | 88 | 186 | 45 | 319 |
| 29-2056 | Veterinary Technologists and Technicians | 290 | \$39,400 | 58 | 95 | 53 | 206 |
| 13-2011 | Accountants and Auditors | 396 | \$87,100 | 67 | 97 | 38 | 202 |
| 11-9199 | Managers, All Other | 345 | \$91,400 | 58 | 79 | 32 | 169 |
| 13-1111 | Management Analysts | 299 | \$84,700 | 56 | 76 | 35 | 167 |
| 43-4171 | Receptionists and Information Clerks | 191 | \$33,300 | 66 | 74 | 20 | 160 |
| 23-2011 | Paralegals and Legal Assistants | 228 | \$53,600 | 48 | 79 | 24 | 150 |
| 23-1011 | Lawyers | 413 | \$129,400 | 53 | 35 | 51 | 139 |
| 43-3031 | Bookkeeping, Accounting, and Auditing Clerks | 155 | \$47,400 | 53 | 42 | 9 | 104 |
| 43-9061 | Office Clerks, General | 143 | \$41,200 | 46 | 45 | 10 | 101 |
| 43-4051 | Customer Service Representatives | 121 | \$40,500 | 37 | 51 | 11 | 99 |
| 15-1252 | Software Developers | 171 | \$113,900 | 17 | 37 | 34 | 88 |
| 39-2021 | Animal Caretakers | 71 | \$33,200 | 27 | 48 | 13 | 88 |
| 13-1161 | Market Research Analysts and Marketing Specialists | 138 | \$69,800 | 24 | 45 | 19 | 88 |
| 11-1021 | 66 General and Operations Managers | 149 | \$155,200 | 21 | 45 | 19 | 86 |

TALENT SUPPLY

620,574
Regional Population
(2023)

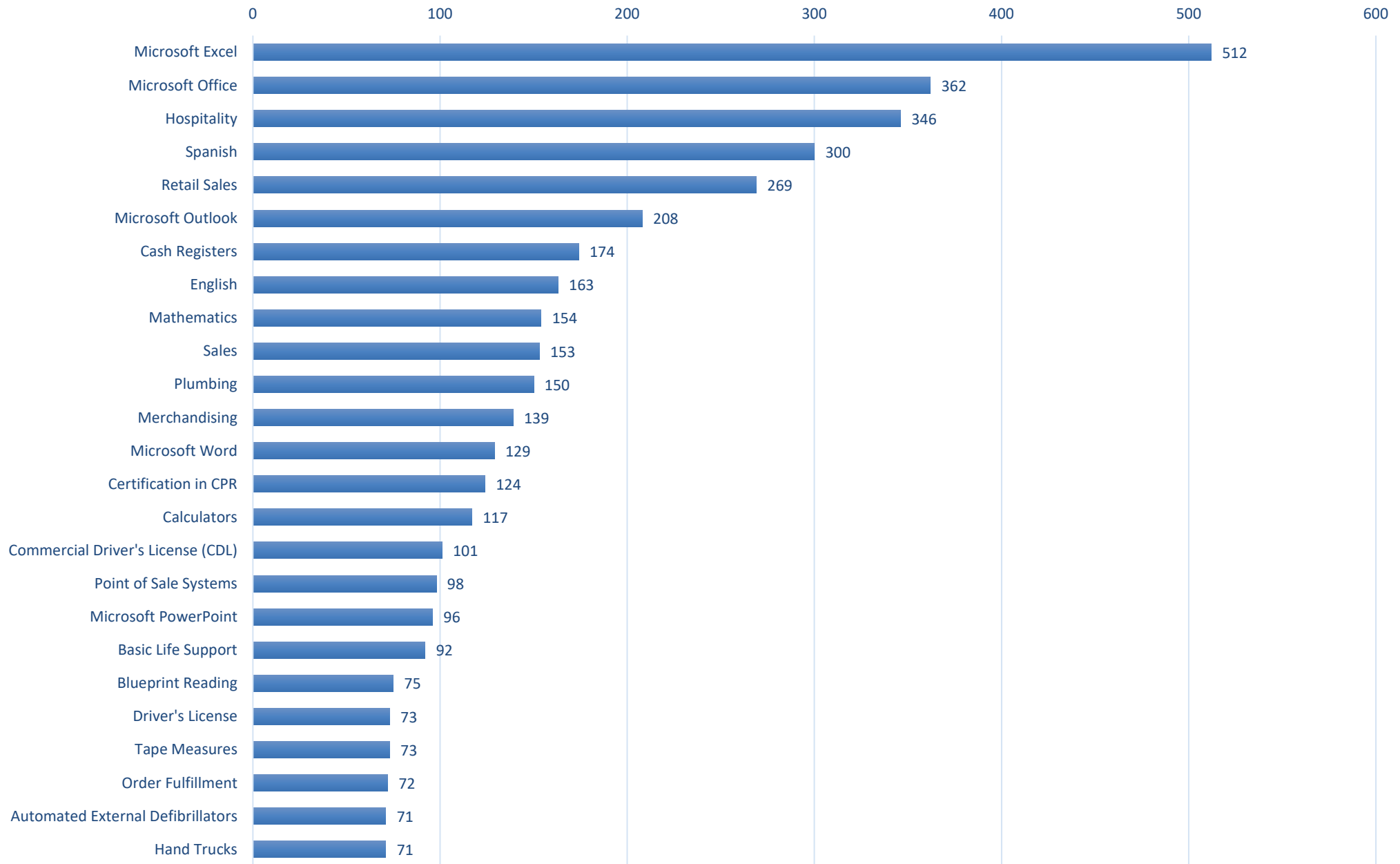
219,792
Labor Force
(September 2024)

10,245
Regional Unemployed
(September 2024)



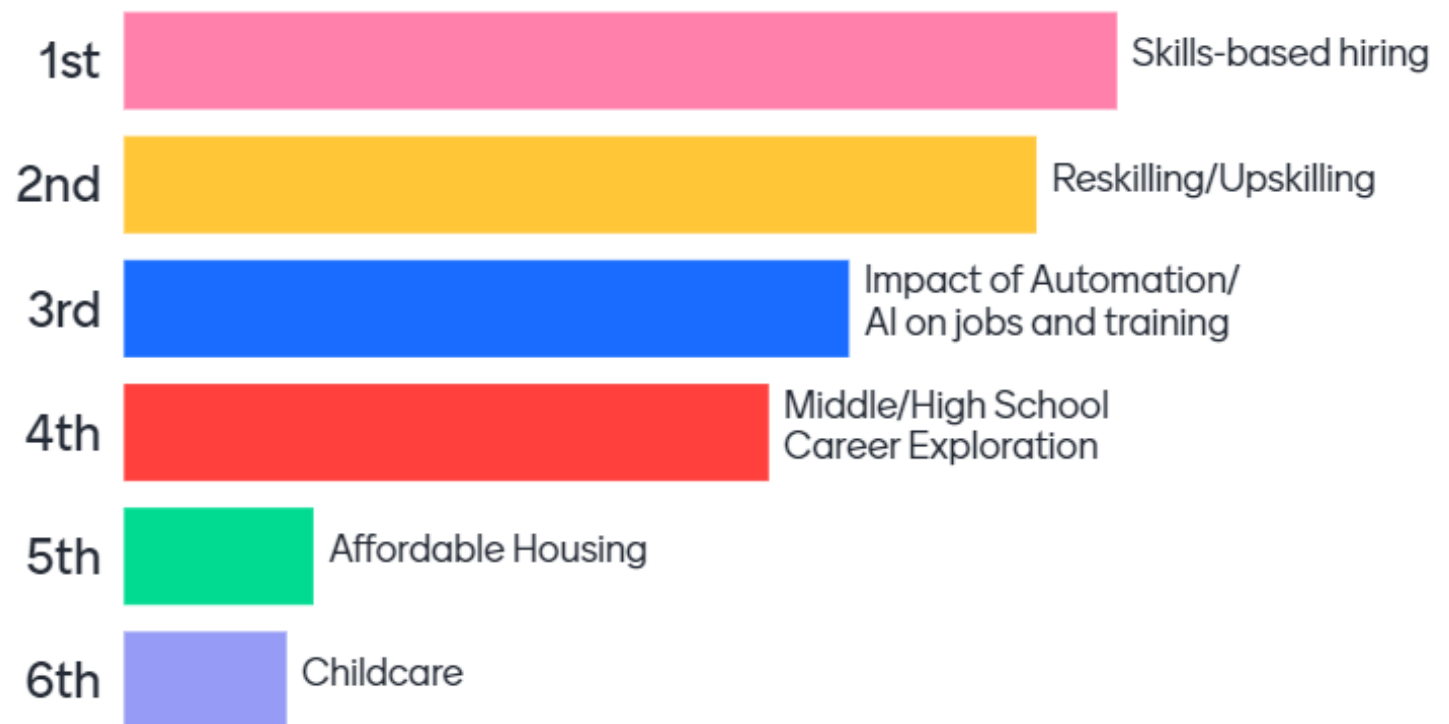
Source: ⁶⁷ LAUS/BLS

TOP SKILLS GAPS – TOP 25



8/29 POLL RESULTS

What topics are you most interested in diving deeper on?



SKILLS-BASED HIRING

- ❖ Remove credential requirements when possible
- ❖ Use competencies specific to on the job
- ❖ Reduce bias



SKILLS-BASED HIRING

A Pedigree-Based Job Posting



Uses Credentials

such as work experience to compare candidates' potential performance.



List of Qualifications

on the job posting that lack specificity and prioritization



Unintentional Bias

in the job posting that discourages qualified applicants from applying.

A Skills-Based Job Posting



Uses Competencies

to attract and hire candidates that can do the job.



Distinguishes Qualifications

between required and preferred competencies.



Reduces Bias

by using inclusive language on the job posting and description.



SKILLS-BASED HIRING

14%

more applications per view



Jobs posts that highlight **"responsibilities"** instead of **"requirements"** get **14% more applications per view**

5x

better hiring



Hiring for skills is **5x more predictive of job performance** than hiring for education and **2.5x more predictive than hiring for work experience**

42%

more responses



Job descriptions that **use more inclusive language** led to **42% more responses** and a **two week faster hiring time** than those with less inclusive language

34%

better retention



Employees **without a 4-year degree** tend to **stay 34% longer** than employees with a degree

80%

outperformance of peers



Fair screening can **reduce bias**, which may lead to more diverse teams. **Diverse teams outperform their peers by 80%**

70%

increase in productivity



Effective **onboarding programs** increase **productivity by over 70%** and **retention by up to 82%**

Source: The Markle Foundation-Skills-based Sourcing and Hiring Playbook, LinkedIn-LinkedIn Trends & Research-Why Skills-Based Hiring Starts with Your Job Descriptions, BCG-How Diverse Leadership Teams Boost Innovation, Rework America Alliance-Employer Resources

CAREER EXPLORATION

Events:

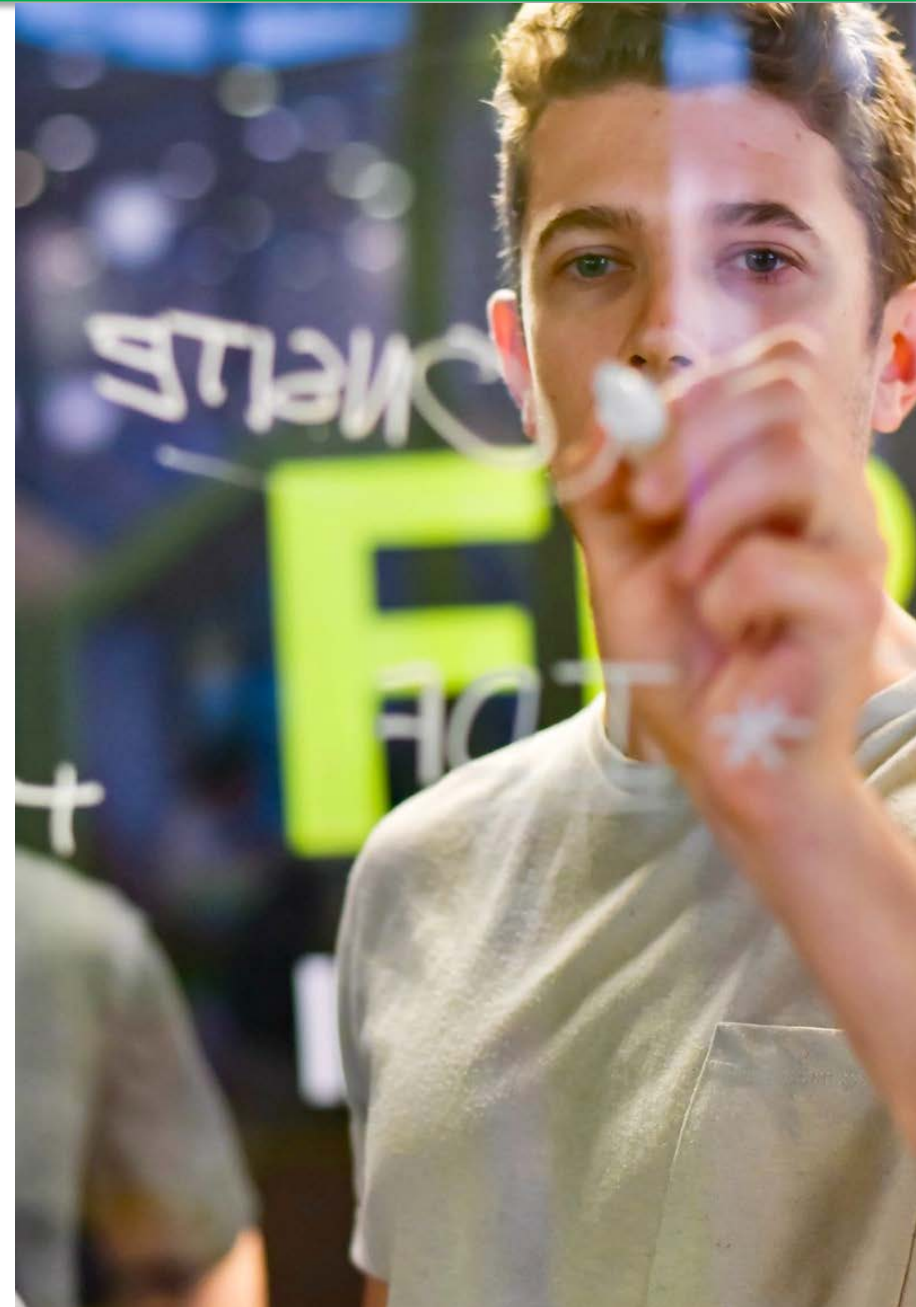
- High School Career Fairs
- Career and Colleges Expos
- County Youth Expos
- NEXTworking
- Advisory Councils
- Youth Job Fairs

Opportunities:

OJT/Shadowing/Internship Opportunities
CTE Guest Speakers
Company Tours

New Resource:

Transfr VR – Virtual Reality Job Simulations



Questions

Next Meeting Date:
February 6th, 2025



CareerSource
CITRUS | LEVY | MARION

careersourceclm.com



RECORD OF ACTION/APPROVAL

Board Meeting, Wednesday, December 11, 2024
Executive Committee, Wednesday, November 20, 2024
Career Center Committee, Thursday, November 7, 2024

TOPIC/ISSUE:

Release of the Invitation to Negotiate for the youth service provider contract.

BACKGROUND:

CareerSource Citrus Levy Marion currently contracts a service provider to provide youth WIOA services. The current contract with Eckerd Connects is set to expire on June 30th, 2025.

POINTS OF CONSIDERATION:

Procurement standards require that all service provider contracts are opened for bid at a minimum, every four years. The last contract for youth services was established in 2021 and has been renewed the maximum times allowable (three renewals for a total of four service years).

Staff is currently updating the ITN release. Due to the extensive requirements of an ITN release it is important that adequate time is provided to all interested organizations to provide a response. Additionally, staff needs adequate time to review all submissions in order to conduct a proper evaluation of all responses.

STAFF RECOMMENDATIONS:

Requesting approval for authority to release an ITN for Youth Services to solicit responses for program operation slated to begin July 1, 2025. The anticipated release date of the ITN will be December 12, 2024.

COMMITTEE ACTION:

Career Center – Pat Reddish made a motion to approve the release of the ITN for Youth Services. Jorge Martinez seconded the motion. Motion carried.

Executive Committee - Charles Harris made a motion to approve the release of the ITN for Youth Services. Jeff Chang seconded the motion. Motion carried.

BOARD ACTION:



RECORD OF ACTION/APPROVAL

**Board Meeting, Wednesday, December 11, 2024
Executive Committee, Thursday, November 20, 2024**

TOPIC/ISSUE:

Regional Planning Letter of Intent- Formal Submission

BACKGROUND:

The Board and Consortium approved an initial letter expression of intent to apply as a regional planning area (RPA). This request was approved by the CareerSource Florida Board. The attached is the formal request for RPA identification. The draft has been reviewed by the CEOs of each LWDA and will be submitted to their Boards in meetings this year. The formal RPA request is scheduled to be considered by the CareerSource Florida Board when it meets in February 2025.

The name proposed by the three CEO's is "Nature Coast Regional Planning Area."

POINTS OF CONSIDERATION:

Approval of the documents will allow us to develop a regional plan that brings increased services to our businesses and job seekers while capitalizing on coordination and cost sharing practices.

STAFF RECOMMENDATIONS:

Staff recommends approval

COMMITTEE ACTION:

Al Jones made a motion to approve the regional plan. Pete Beasley seconded the motion. Motion carried.

BOARD ACTION: