

## **Soft Skills Committee Meeting Agenda**

Meeting Date and Time: March 15, 2017, 10:30 – 12:30 a.m.

Locate: CareerSource Brevard Boardroom, 297 Barnes Blvd, Rockledge

### Roll Call and Introductions

### Action Plan Development

1. Issue: Increase interpersonal skills/work readiness skills in current and future workforce
  - a. Refine performance measures
  - b. Discuss soft skill workshop information provided by Eastern Florida State College, CareerSource Brevard, and Kara Anderson and review for alignment of topics/competencies
  - c. Develop process for utilization of CareerSource Brevard's Essential Workplace Skills Classes for employer referrals pre-hire
  - d. Discuss workforce employed-worker training grants
  - e. Further develop and discuss interpersonal skills integration in public education
  - f. Report-Out from Dr. Howell regarding encouragement of EFSC Health Sciences students to attend existing soft skills workshops
  - g. Report-Out from Caroline Joseph-Paul regarding the launch of the Essential Workplace Skills Training through CareerSource Brevard Career Centers
  - h. Report-Out from Carol Macrander regarding issue referrals to Community Resources and Regulations Committees
  - i. Formulate recommendations to the full Consortium in regards to listing soft skills as leading indicators on position descriptions
  - j. Formulate recommendations to the full Consortium in regards to integration of employer visits to educational institutions and/or CareerSource Career Centers to educate students/participants regarding employer expectations
2. Discussion of other potential issues or action items for Action Plan

### Identify Next Steps for the Committee