

Industry Workforce Committee MeetingOctober 18, 2018

8:30 A.M. - 10:00 A.M.- CSB Boardroom

(*Teleconference* 321-394-0707)

Attendees:

Susan Glasgow (Chair), Kristin Bakke, Daryl Bishop, Colleen Browne, Lloyd Gregg, Elizabeth Huy, Jennifer Kenny, Traci Klinkbeil, Linda Miedema, D. Travis Proctor, Janice Scholz, Terry Schrumph, Julie Song

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 Educate the Brevard Community of CSB Services and 	
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Adjourn

Susan Glasgow

Pursuant to the provisions of the Americans with Disabilities Act, any person requiring special accommodations to participate in this meeting is asked to

Pursuant to the provisions of the Americans with Disabilities Act, any person requiring special accommodations to participate in this meeting is asked to advise CareerSource Brevard at least 48 hours prior to the meeting by contacting Lyn Sevin at (321) 394-0507. Persons who are hearing or speech impaired can contact Lyn Sevin through the Florida Relay Service by dialing 7-1-1

Upcoming Meetings

November 2018

Attendance Roster

 $5^{\rm th}$ Governance/Finance Committee-3:00pm $5^{\rm th}$ Executive Committee-4:00pm $15^{\rm th}$ Board of Directors-8:00am

December 2018

6th 4th Career Center Committee-8:30am

January 2019

17th Industry Workforce Committee-8:30am

February 2019

 4^{th} Governance/Finance Committee-3:00pm 4^{th} Executive Committee-4:00pm 14^{th} Board of Directors-8:00am

March 2019

14th 12th Career Center Committee-8:30am

April 2019

25th Industry Workforce Committee-8:30am

May 2019

6th Governance/Finance Committee-3:00pm 6th Executive Committee-4:00pm 16th Board of Directors-8:00am

June 2019

13th 11th Career Center Committee-8:30am

CareerSource Brevard

Industry Workforce Committee July 26, 2018

Minutes

Members in Attendance: Daryl Bishop, Colleen Brown, Susan Harwood (for Elizabeth Huy), Jennifer Kenny, Traci Klinkbeil (via teleconference), Linda Miedema, Travis Proctor (Acting Chair), Julie Song (via teleconference)

Members Absent: Kristin Bakke, Susie Glasgow, Lloyd Gregg, Terry Schrumpf

Staff in Attendance: Denise Biondi, Judy Blanchard, Megan Cochran, Jennifer Lasser, Don Lusk, Marci Murphy, Foy Staley, Stephanie Mosedale and Marina Stone

Guests in Attendance: Caroline Joseph-Paul, Bob Knippel, Jessica Mitchell, Julie Berrio, Thomas LaFlore, Michele McAlpin of Career Center Staff, Ramsey Oliverez from C2 GPS (via teleconference) and Jacquie Esterline of Inhome Personal Services

Call to Order:

Travis Proctor (Acting Chair) called the meeting to order at 8:31am at CareerSource Brevard (CSB). Introductions were made.

Public Comment:

There was no public comment.

Action Items:

Approval of Workforce Operations Committee Minutes of April 26, 2018

Motion to approve the Minutes from the April 26, 2018 meeting was made by Daryl Bishop. Colleen Browne seconded the motion. The motion passed unanimously.

Discussion/Presentations/Information Items:

AIM Grant Outcomes and Sustainability Presentation

A presentation was shared which focused on the AIM manufacturing grant outcomes and sustainability plan for continuing to support the talent pipeline development in this industry.

Ms. Jacquie Esterline of Inhome Personal Services joined the meeting.

<u>Training Partner Presentation</u>

A presentation on the Nursing Career Pathway Grant was shared highlighting a unique cohort and extensive pre-assessment model being used for these students along with updates showing measures, events and LMI information.

Stephanie Mosedale joined the meeting.

Heathcare Sector Strategy Grant

CareerSource Brevard was awarded grant funding for a staff position to support the Healthcare Sector Strategy. SMART goals were established for performance metrics. Goals were met and results through June 30, 2018 were shared along with upcoming events. The grant was extended through September 30, 2019.

APG IT Sector Strategy Update

The America's Promise Grant (APG) is, in partnership with local IT employers to understand the training needs necessary for their successful hires, identify a training partner, create a workforce partnership among cohorts and create increased opportunities to get career seekers gainful employment. In the four years, 200 participants must be identified, vetted, groomed and placed in job openings, using the grant. Activities related to the America's Promise Grant were reviewed.

<u>Engineering Talent & Healthcare Talent Attraction and Recruitment Campaign and Website Landing Page</u>

Updates in the Engineering talent recruitment and Healthcare talent recruitment campaigns were shared.

Susan Harwood left the meeting.

Soft Skills Training Grant Updates

Updates of the activities to date related to the Soft Skills Training grant were shared.

EFSC Industry Advisory Councils

Due to budget constraints, EFSC has canceled CSB's contract to facilitate their Advisory Councils. CSB will continue to actively participate in meetings, identify industry partners for participation, host meetings when asked and support Council efforts. This contract yielded \$186,400 in funds and we facilitated 65 industry council meetings during the five year period

Regional Apprenticeship Activities

Regional apprenticeship activities were shared.

<u>Legislative Workshop</u>

CareerSource Brevard (CSB) hosted a Legislative Workshop on May 2, 2018 with the goal of developing a plan to cultivate stronger relationships with Elected Officials. Results were shared.

Conduct Outreach to Business Associations on Sector Strategies

An update was provide on Sector Strategy Outreach.

Industry	Relations PY 17-18 Performance Info	gra	phic

An infographic was shared showing PY 17-18 outcomes and successes from the Industry Relations Department.

Community Impact Report PY17-18 Handout

An Economic and Community Impact Report infographic was shared for PY17-18.

Adjourn:

There being no further discussion or business, Travis Proctor (Acting Chair) adjourned the meeting at 9:54am.

Respectfully submitted,		Reviewed by,	
{signature on file}	9/6/18	{signature on file}	9/6/18
Marina Stone	Date	D. Travis Proctor, Chair	Date

Industry Workforce Committee

Goal: Identify current and future workforce needs of the business community and create solutions to meet their needs.

Objective 1: Implement Sector Strategies in Key Industry Sector	Objective 1:	Implement Sec	tor Strategies in E	Cev Industry Sectors
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Strategies	Actions	Timeframes	Status
Effective	Marketing	Ongoing	 Lori Robinson, Mfg. Business Liaison,
implementation	campaign around		attended the 2018 Manufacturing
and outcomes in	the value of the		Exchange Summit (hosted by the
the	trades industry so		Manufacturing Assoc. of Florida) in St.
Manufacturing	that more career		Petersburg, Sept. 19-21, where she met
Sector	seekers will		with top industry players, educators, and
	consider this as a		community stakeholders to learn about
	viable career		the advancements, best practices and
	pathway		workforce needs required for this key
			industry in our region.
			 Continued collaboration between EFSC,
			EDC and Career Center staff to identify
			and recruit individuals for CPT and
			Soldering certifications and CNC
			training.
			 In partnership with EDC, coordinated
			and hosted a Manufacturing Job Fair for
			Manufacturing Month of October,
			scheduled for Oct 10th.
			• CSB is participating in the acceptance of
			a Brevard County Resolution recognizing
			"Manufacturing Month in Brevard" set to
			be presented by the County Commission
			on October 23 rd .
Effective	Develop and	Ongoing	 Healthcare Sector Strategy Grant Updates
implementation	implement a plan		 See Information Brief
and outcomes in	to sustain the		
the Healthcare	Healthcare Sector		
Sector	Strategy		
Effective	Develop and	Ongoing	APG IT Sector Strategy Updates – See
implementation	implement a plan		Information Brief
and outcomes in	to sustain the IT		
the IT Sector	Sector Strategy		



Information Brief

Healthcare Sector Strategy Update

Background

CareerSource Brevard was awarded a grant funding extension for a staff position to support the Healthcare Sector Strategy through September 30, 2019. SMART goals were established for performance metrics for Quarter 9 (July 1, 2018 – September 30, 2018). The goals were met as indicated by the performance chart below.

Training	<u>Medical</u>	CNA or	<u>LPN</u>	<u>Aggregate</u>	<u>Aggregate</u>
Program	<u>Assistant</u>	<u>PCA</u>		<u>Total</u>	% of Goal
Quarter 9	1	3	10	14	26%
Goals					
Quarter 9	0	2	17	19	35%
Results					

Activities that Support the Sector Strategy Initiatives:

- Macedonia Education Technology and Career Academy (METCA) Elderly Compassionate Care program held a recruitment fair for CNA and LPN candidates on August 10, 2018. 60 applicants submitted their information to be considered for CNA or LPN scholarships. 20 CAN and 26 LPN training candidates have been vetted and referred to Career Counselors for scholarship eligibility and suitability determination.
- A Healthcare Virtual Chat was held on August 22, 2018 in partnership with Health First Private Duty Liaison, Richard Rossell. Richard provided career information, what employers look for in candidates and tips on applying for positions and interviewing. All three CSB Career Center attendees (14 total) were able to view the event live and ask questions.
- The Brevard Healthcare Workforce Consortium meeting was held on August 28, 2018. The event was attended by 39 individuals representing 23 organizations. 9 attendees expressed interest in participating on committees.
- The Inaugural TABE Boot Camp for CNA candidates began on September 19, 2018 with 16 candidates attending classes through October 4, 2018 in order to meet or

- exceed the minimum TABE requirements. This is being held by Community Adult Education in collaboration with METCA-ECC and CSB.
- CSB hosted a Healthcare Career Fair on September 19, 2018. Consortium partner
 employers and training providers participated (22 businesses and 3 training providers)
 and 139 candidates attended the event. The event was marketed to both skilled
 professionals for employment opportunities and individuals considering training for
 career entry or advancement. CSB promoted career services and scholarship resources
 and 25 attendees signed up for training assistance.
 - We have reached outside the normal advertising mediums to find job seekers we may not have reached before to include Spotlight Magazine and Senior Scene. The Senior Scene ad cost was shared with the AARP program and an example is provided below:



• CSB was a table sponsor for the September 22nd Walk to End Alzheimer's. Healthcare training resources and career services were promoted. We also networked with the other table sponsors who were mostly healthcare providers. 6 individuals provided their contact information for training assistance.

Practical Nursing Training Provider Issue:

On September 6, 2018, CSB received notification from Harris Casel Institute they would not be able to hold their Fall Practical Nursing class, and would be closing their institution. In response, CSB reached out to Eastern Florida State College (EFSC) and Keiser University for assistance in addressing this concern. EFSC extended a community courtesy opportunity for scholarship recipients to apply to their LPN program. 10 out of 17 expressed interest and those with completed applications will be reviewed for program eligibility and acceptance. Keiser University is building a LPN program to meet community needs and other developments are in the works.

Meet ALICE:

In response to Travis Proctor's feedback regarding a scholarship recipient turning down the help due to fear of loss of benefits, we are trying to get a better understanding of this issue and looking at ways to mitigate barriers that prevent individuals from completing meaningful post-secondary training. The United Way has conducted research on ALICE – Asset Limited, Income Constrained, Employed. Many of the individuals served by United Way community resources fall in this category (https://www.unitedwayalice.org/home). During our 2018 Workforce Summit, we learned about the Florida College Access Networks, whose single goal is to increase the proportion of residents holding a high-quality postsecondary degree or credential, contributing to Florida's postsecondary attainment goal of 60% by the year 2025 (https://floridacollegeaccess.org/local-college-access-networks/). We believe our sector work is in alignment with this initiative and are exploring how we can better position our consortium membership to develop strategies and locate resources to better promote credential attainment that translates to career pathways to self-sufficiency.



Information Brief

APG IT Sector Strategy Updates

Background

The America's Promise Grant (APG) is tasked with gathering data that will help guide and improve the IT workforce from everyone's perspective, our Employers, Job seekers and Education and Community Partners. Collaboratively we craft tools that will affect this workforce growth for now and in the future. To do this we not only need everyone's buy in but also their involvement in finding these solutions. The IT industry, as a technology, is an ever changing field. This requires the unselfish trust to continue to participate in our common goals. We have knowledge experts here that are the best in the world. Seeing them selflessly dedicate themselves in the fulfillment of this APG. Competitors sitting side by side working towards the common good.

Discovery will be a lifelong part of the APG efforts. Recent findings are addressing real and immediate needs. Collaboration with many will enhance the opportunities made available to us far beyond the efforts of just a few.

Apple computers has come knocking. The Department of Defense is adding additional requirements and unforeseen expectations on our local contractors that strains their resources. Our partners struggle to accurately guide our local Job Seekers, which forces employers to hire from outside the area. Without the APG Consortiums efforts our successes might be diminished.

Results

We're tackling this one discovery at a time:

Anyone counseling career seekers, Colleges and Universities, Post-Secondary Schools,
Parents, and Employers, all struggle to find tools to help advance those investigating a
career in I.T. Each has created something slanted to their own level of understanding
towards the industry that is ever changing. Each understands this industry from a different
and limited perspective. Our APG Subcommittee, devised

of volunteers from all IT sector participants has undertaken the task of creating a definitive Occupation Pathway reference guide. It will identify the top IT occupations, at levels ranging from Introductory, to Mid-level to Advanced, for each occupation. It will include

the certifications and training necessary for a job seeker to reach each level and be all inclusive as to reflect the desires of the Employer, Educator and Employee. This roadmap will demystify these occupations so that clear goals can be set by the student as they embark on career in IT.

- Apple Computers has recognized their shortcomings related to cell phone applications development mindshare versus those devoted to the Android applications development their direct competition. They have selected this area along with five others in the US to implement an Apple Development training program which will be launch through Continuing Ed at the Brevard School District. The APG Consortium will partner to bring together our knowledge experts, Entrepreneurs and community partners to unite support the success of this program for a giant in the industry. The long term effects of this will be putting Brevard County on the map and perhaps create another recognized IT certification that the APG can add to the grant.
- While working with a local Chapter of ASIS an I.T. association we discovered the DOD 8570 Cybersecurity CISSP certification requirement now required by all DOD contractors. This unexpected mandate became a financial burden when looking at putting hundreds and for some, upwards of a thousand employees through a program costing around \$3K each. In discovering this the APG was able to add this I.T. certification to the grant, fund some of it for many of our largest and smallest employers. It additionally gave us an opportunity to strengthen CSB's relationship as an organization with them. Further, an opportunity was discovered where we could co-host an Education and Job Expo for this association.

Performance Metric	Grant Required Outcome	Performance to Date
Total Participants	400	59
Served		
Total Participants	400	56
Enrolled in Training		
Activities		
Total Participants	360	34
Completing Training		
Activities		
Total Participants	320	27
Completing Training		
and Receive a Degree or		
Credential		
Total Participants who	270	13
Complete Training and		
Obtain Employment		

Industry Workforce Committee

Goal: Identify current and future workforce needs of the business community and create solutions to meet their needs.

Objective 2: Support Additional Key Industries through Sector Work

Strategies	Actions	Timeframes	Status
Effective		Ongoing	• Industry Relations management has hired
implementation			a new Aerospace/Aviation Business
and outcomes in			Liaison and will be joining the team on
the Aerospace			10/29.
and Aviation			• Committee member, Lloyd Gregg, ASRC,
Effective	Engineering Talent	Ongoing	participated in a roundtable that was hosted by Space Florida to educate key members of Sen. Nelson's office on the workforce needs of the industry. Mr. Gregg was joined by representatives of FIT, EFSC, Lockheed Martin, One Web and Boeing. He highlighted the Aerospace Technician on-the-job training partnership between ASRC, EFSC and CSB as an innovative solution to developing the talent pipeline. CSB staff provided Reduction in Force presentations and support services to two aerospace contractors located at the Cape that will be affected due to contract changes. Continued partnership with ASRC to support their Aerospace Technician Apprenticeship program. Submitted two OJTs for recent graduates of EFSC Aerospace Technician program. Provided outreach support to increase attendance at both an ASRC and Lockheed Martin career event to discuss current open positions, future endeavors and offer networking of potential applicants to connect for future jobs. See Quarterly Multimedia Outreach (July – September 2018)
and outcomes in	Recruitment		
other Sectors	Campaign		
	Healthcare Talent Recruitment Campaign	Ongoing	• See Quarterly Multimedia Outreach (July – September 2018)

Soft Skills Training Initiative	Ongoing	Soft Skills Training Grant Updates – See Discussion Brief
Regional Apprenticeship Activities	Page	CareerSource Brevard and the Brevard County School District's Adult Education program has been coordinating with existing Registered Apprenticeship (RA) programs in the Local Workforce Development Board (LWDB) Area 13 for the last 12 months to expand the number of participants who select and succeed in apprenticeships. This effort's focus is to minimize working in silos and to maximize collaboration. This collaboration has assisted in creating the Brevard Adult Education Preapprenticeship Program to support Building & Construction trades. A grant request was submitted to CareerSource Florida for \$100,000 with a leveraged local funds of \$30,580 for a total of \$130,580. An outcome of the planning grant is to train 20 persons. CareerSource Brevard (CSB) in partnership and collaboration with CareerSource Palm Beach (CSPB) intend to replicate a very successful, employer-driven preapprenticeship program that has been proven to support industry needs in California. The Aero-Flex Pre-Apprenticeship program will also meet the workforce development needs common to our region's aerospace and aviation manufacturing industry partners. This unique training program provides a customized layer within the framework to allow each employer to design or 'flex' its own program, meeting not only needs of the industry but each participating employer. A grant request was submitted to CareerSource Florida for \$149,129 with a leveraged local funds of \$189,125 for a total of \$338,254. A planning grant for \$125,000 was submitted in support of a Florida Makes grant submission to the U.S. Department of Commerce National Institute of Standards & Technology (NIST) to support the efforts of the Aero-Flex grant above.

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Information Brief

Soft Skills Grant Update

Background

CSB received a grant from CareerSource Florida to operate a one-year soft skills training pilot program focused on competency-based and credentialed training to increase overall customer satisfaction, produce better hiring results and an increase in employee retention rates. This pilot will build credibility in our Sector Strategy initiatives by listening to the voice and concerns of industry and providing solutions to the talent changes. CSB has committed to placing 500 career seekers through the training and to specifically provide measurable results of the soft skills training on the job and at the workplace.

Update of Training Activities

- Mid-July was the beginning of preparing for the soft skills information sessions
 at a select few of the Brevard County libraries. This targeted career seekers that
 did not have feasible transportation to and from the centers and did not have
 easy access to computers. Bringing the online soft skills training program to them
 is part of a jobseeker outreach plan that would be developed in the following few
 months.
- The Employer/SHRM (volunteer) "Guest Spots" were incorporated into the Essentials Training beginning with the Titusville center, toward the end of July. The president of the local SHRM chapter spoke to the class about conflict resolution and dealing with difficult people in the workplace. This topic went hand in hand with the soft skill topic of the day-Teamwork. In August and September, a SHRM consultant visited all three centers and did "guest spots". The feedback from the participants has been regarding the Guest Spots has been favorable.
- On August 9th, the Macedonia Educational Technical & Career Academy (METCA) event was a successful recruitment for soft skills candidates. Over 20 interested individuals signed up. F. Staley, Project Lead, followed up with an email to interested candidates and the center managers to assign them to career counselors.



- As of August, along with their certificate of completion, participants will also receive a packet of thank you note cards to give to their interviewers as a follow up, a pen, and a reminder card for Acing their Interview. The immediate feedback survey was also finalized and has been given out to participants on the day they pass the proctored assessment. All of the surveys that have come back are positive and participants are responsive to the soft skills training program.
- Officially in August, Florida Ready to Work announced that at no cost to the jobseekers and students statewide there is open registration for career readiness training that includes the same soft skills training program WIN Learning and the ability to earn two state endorsed credentials. We are working closely with Ready to Work to ensure we capture our needed participants and grant outcomes.
- The Brevard Healthcare Workforce Consortium took place on August 28, an update and highlights of the soft skills training program was presented by the Project-Lead, F. Staley.
- The first employer/employee evaluation tool was sent out in mid-August, for 90 day follow up. It was completed and returned by both parties and the soft skills training program scored high in all categories. Evaluations will continue to be sent as participants hit their 90-day employment mark. Staff is analyzing the evaluations for program process improvement.
- CSB was notified in August that our no-cost request to extend the soft skills training program performance period until June 30, 2019 was approved. This extension allows for additional participants to complete the training as well as for staff to place them into employment and receipt of the 90-day evaluation.
- CSB participated in 'Innovation Alley' at Florida's Workforce Professional Development Summit in Orlando, September 24-26, manning a table/booth highlighting the program and offering participants information on this training program.
- As of September 2018, CareerSource Brevard has 332 enrollees and of those, 290 participants have completed the program and received their credential.
- At of the end of September, over 35 soft skilled candidates have been placed in jobs through CSB and are part of the evaluation process.

Industry Workforce Committee

Goal: Identify current and future workforce needs of the business community and create solutions to meet their needs.

Objective 3: Develop and Implement Overall Initiatives in Sector Strategies				
Strategies	Actions	Timeframes	Status	
Create more visible, accurate and timely data	Create a data portal that is viewable by different stakeholder groups	2019	Data Portal: Using Data for Consensus-Based Decision Making to Identify Target Industries No current updates	
Educate and recruit critical partners for Sector Strategies	Educate the Brevard Community on CSB Services and Sector/Industry Initiatives	Ongoing	 On 10/7 Marci Murphy, joined by EDC's Lynda Weatherman and Commissioner Rita Pritchett, were featured on the WUCF TV show: Metro Center Outlook. Ms. Murphy highlighted our sector strategy service delivery model. On 8/29 Marci Murphy and Judy Blanchard were interviewed by the Orlando Sentinel on how CSB is addressing and supporting the region's rebound post Shuttle retirement. On 8/21 Gary Sulski addressed the Space Coast Chapter of the Society for Information Management (SIM) on the APG efforts, certifications, training opportunities and the employer services provided by CSB. Jeff Witt, CSB IT Director, facilitated this opportunity. 20+regional IT directors were in attendance, yielding additional consortium members. Gary Sulski also addressed the ISC2 (Northern Florida's IT and Cyber Security Professional Organization) on 6/25 about the APG efforts and associated programs. 	
	Conduct outreach to key partners on sector strategies	Ongoing	See Quarterly Multimedia Outreach (July – September 2018)	

CareerSource BREVARD Quarterly Multimedia Outreach (July – September 2018)		
Non-Paid Social Media Marketing	Employer/Job seeker events, Manufacturing Job Fair, IT Live Chat and Virtual Tour, Soft Skills training, Hurricane Maria, Healthcare sector, AARP 50+: Facebook, Twitter, LinkedIn	
Direct (Email) Marketing	Employer/Job seeker events, Manufacturing Job Fair, IT Live Chat and Virtual Tour, Soft Skills training, Hurricane Maria workshops and ESOL classes, Healthcare Consortium: Constant Contact	
Paid Advertising	Healthcare Sector Strategy, AARP 50+, Soft Skills, Hurricane Maria workshops, Business Retention: Ad in: Spotlight Brevard, Senior Scene, BBN, Facebook, SHRM, Al Dia Today	
Media Relations & Press Coverage (Radio, TV, Print, Online)	Marci Murphy on the economics of business w/ EDC's Lynda Weatherman and Commissioner Rita Pritchett. Metro Center Outlook show: WUCF TV, Airs following 9/4/ interview: Sunday, 9 a.m. Marci Murphy, Judy Blanchard on how the area has bounced back in recent years thanks to the growth of the private space industry. 8/29/ interview with Orlando Sentinel. Hots Jobs, Healthcare consortium, Soft Skills, Hurricane Maria, Employer/Job seeker events: Orlando Sentinel, BBN, Florida Today, Channel 13, NPR (WQCS), Al Dia Today	
Community Partner Outreach Programs	CSB and the EDC: The CSB IT Sector Strategy program initiative will be included on the EDC's website within their "Live Big" talent attraction pages. Brevard County libraries host soft skills training, and provides counter space for CSB services/program collateral.	
Print collateral/Event Support	Soft Skills Program, Healthcare Sector Strategy: Mobile banners, print collateral, ad specialties; NextGen brochures	
Website	Content development and enhancements: Soft skills Training, Hurricane Maria, and more	
State Co-Op Outreach program	# of targeted population reached 134.4k # o	ogle ads: of targeted population reached – 32.4k hat clicked on the Ads – 657.0
	# of targeted population reached – 42.1k # o	ogle ads: of targeted population reached – 35.5kk hat clicked on the Ads – 1.3k ceived hits to their website: Visiting Angels – 15 Rockledge Regional – 12