

CareerSource Brevard

Career Center Committee

October 29, 2019

Minutes

Members in Attendance:

Nancy Heller (Chair), Jeff Arnott, Shawn Beal, Lynn Brockwell-Carey, Robert Gramolini, Juanita Jackson, Robert Jordan (via teleconference), Laura Koursaris, and Jennifer Sugarman

Members Absent: Marcia Gaedcke and Travis Mack

Staff in Attendance:

Judy Blanchard, Jana Bauer, Denise Biondi, Lisa Fitz-Coy, Don Lusk, Erma Shaver and Marina Stone

Guests in Attendance:

Caroline Joseph-Paul, Ahmanee Collins-Bandoo, Marvetta Gordon, Bob Knippel, Angie Londoño and Michelle McAlpin of CareerSource Brevard (CSB) Career Centers

Call to Order:

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

Public Comment:

There was no public comment.

Presentations:

Jennifer Sugarman joined the meeting.

2019 Summer Youth Employment Recap

A presentation showing the 2019 Palm Bay Junior to Jobs (J2J) Summer Youth Program with a video testimonial student was shared. The committee requested the presentation be sent to them.

Jeff Arnott joined the meeting.

Strategic Outreach and Awareness Plan

Staff shared a Powerpoint presentation of the last four month recap of CSB outreach efforts and outcomes along with photos of the collateral. The committee also requested this presentation be sent to them.

Robert Jordan joined the meeting via teleconference.

2019 – 2020 Measures and Performance Standards

A presentation was shown of the new 2019-2020 new measures and performance standards that the contractor and the region will be responsible for.

Action Items:

Approval of Career Center Committee Minutes of June 11, 2019

Motion to approve the Minutes from the June 11, 2019 meeting was made by Jennifer Sugarman. Shawn Beal seconded the motion. The motion passed unanimously.

Guidelines on Formula Funding Usage for PY 19-20

The guidelines for formula funding usage is reviewed every year with the purpose of ensuring that CareerSource Brevard (CSB) is focusing on programs that are the most effective for businesses and the job seekers. Staff recommended the Training Mix of 50% work-based training, 50% individual training accounts, and a Job Seeker Customer Mix of 60% unemployed, 30% underemployed and 10% employed worker training for PY 19-20. Shawn Beal made a motion to approve staff recommendation for the training funds usage mix. Robert Gramolini seconded the motion. Motion passed unanimously.

Discussion/Information Items:

Career Center Standards Review

The Career Center Standards is a review instrument adopted by the Board to review our One-stop operator for compliance and is a piece of their performance payout in their contract. Specifically, criteria was established by the State and the Local Region that address effectiveness, physical and programmatic accessibility, and continuous improvement of one-stop centers. Each career center was rated in 5 key quality indicator areas. The overall rating for PY 18-19 was 99.6%. Current and historical data was shared.

Committee Goal Status

Staff reviewed the matrix of the Career Center Committee including the Goal, Objectives, Strategies, Actions, Timeframes and Status of each strategy. The committee requested the current ESOL schedule.

End of Year Contractor Performance Results

The CSB Workforce Operations contract is cost reimbursement for direct program costs, however, profit is withheld from the Contractor until measurable performance outcomes are achieved. Payments of withheld costs are available to the Contractor to earn on a quarterly basis. The Contractor succeeded in meeting or exceeding the performance criteria to be paid all withheld costs for the fourth and final quarter of PY2018-2019.

Primary Indicators of Performance

Common Measures were established under WIA and are still required by the Workforce Innovation and Opportunity Act (WIOA). Data was shared showing past performance and actual performance. All performance goals were met or exceeded for the 4th quarter of PY18-19.

Jeff Arnott left the meeting.

First Quarter Contractor Performance PY2019-2020

The CSB/C2 GPS contract is cost reimbursement for direct program costs, however; profit is withheld from the Contractor until measurable performance outcomes are achieved. The Contractor succeeded in meeting or exceeding the performance criteria and was paid all withheld costs for the first quarter of PY19-20. Data was shared.

Working for Brevard Report Semiannual Report

An infographic was presented, entitled "Working for Brevard" which showed businesses served, services provided to businesses and measuring successes, along with the unemployment rate, on-the-job training, veterans served and recruiting events

Economic Community Impact Annual Report

An infographic entitled Economic and Community Impact Report was shared which shows that over \$11.6 million was invested in employment and training services which translates to a \$114 million infusion of wages in Brevard County.

Quarterly Multimedia Outreach Matrix

A chart showing the quarterly activities of the Outreach Department was shared.

Adjourn:

There being no further discussion or business, Nancy Heller (Chair) adjourned the meeting at 9:51am.

Respectfully submitted,

Reviewed by,

{Signature on file}
Marina Stone

11/07/19
Date

{signature on file}
Nancy Heller (Chair)

11/07/19
Date