



Board of Directors Meeting

June 13, 2024

Breakfast 8:00 - 8:30am

8:30am – 10:00am Board Meeting

CSB Boardroom Rockledge or Virtually

Join on your computer, or mobile app [Click here to join the meeting](#)

Or call in (audio only) +1 561-486-1414,,99932890# Phone Conference ID: 999 328 90#

Attendees: Frank Abbate, Shawn Beal, Mary Jane Brecklin, Colleen Browne, Lloyd Gregg (Chair), Art Hoelke, Traci Klinkbeil, Karen Locke, Nuno Mana, Mike Menyhart, Wayne Olson, Amar Patel, Pamela Reed, Cordell Rolle, Monica Shah, Holly Tanner, and Lynda Weatherman.

Agenda

To facilitate and be the catalyst for workforce development services that are responsive to the employment needs of Brevard County

		<u>Page No.</u>
Call to Order	Lloyd Gregg	
Roll Call	Holly Paschal	
Public Comment		
Presentations:		
A. Florida Commerce Annual Performance Presentation	Florida Commerce	
B. HR Compensation Consultants, LLC	Joe Antczak	
C. Board Member Recognitions	Marci Murphy	
D. Form 1F Presentation	Holly Paschal	
Action Items:		
E. Board of Directors Meeting Minutes – 02/15/24	Lloyd Gregg	1 - 3
F. Approval of Youth Services Operator for Flagler Volusia	Jim Watson	
G. Regional Targeted Occupations List 2024-2025	Jim Watson	4 - 14
H. 403(b) Amendment	Jeff Witt	15
Committee Chair Reports:		
I. Industry Workforce Committee	Mike Menyhart	
J. Career Center Committee	Pamela Reed	
K. Finance Committee	Colleen Browne	
L. President’s Report	Marci Murphy	
Information Items		
M. Third Quarter Contractor Performance		16 - 18
N. Primary Indicators of Performance		19
O. Letter Grade		20
P. Quarterly Multimedia Outreach		21 - 24
Q. Financial Reports (Charts 1, 2, & 3)		25 – 29

R. Grow the Resources of the Board	30 – 35
S. Committee Meeting Minutes	
a. Finance Committee – 05/06/24	36 – 37
b. Executive Committee – 05/06/24	38 – 40
c. Industry Workforce Committee – 01/16/24 & 04/09/24	41 – 44
d. Career Center Committee – 01/23/24 & 04/23/24	45 – 50
T. Presentations at Committee Meetings	51 - 92
<i>Adjourn</i>	

Meeting information available @ careersourcebrevard.com

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 Holly Paschal at (321) 394-0507. Persons who are hearing or speech impaired can contact Holly Paschal through the Florida Relay Service by dialing 7-1-1

Upcoming Meetings:

No meetings

CareerSource Brevard
Board of Directors Meeting
February 15, 2024

MINUTES

Members in Attendance: Frank Abbate (virtual), Mary Jane Brecklin (virtual), Colleen Browne (virtual), Randall Fletcher (virtual), Lloyd Gregg (Chair), Art Hoelke (virtual), Karen Locke (virtual), Nuno Mana (virtual), Mike Menyhart, Wayne Olson (virtual), Amar Patel (virtual), Cordell Rolle (virtual), Holly Tanner (virtual) and Lynda Weatherman (virtual).

Members Absent: Shawn Beal, Karen Houston, Traci Klinkbeil, Pamela Reed, and Monica Shah.

Staff Present: Marci Murphy, Holly Paschal, Thomas LaFlore, Lynn Hudson, Laura Hutcheson, Melissa Janssen, Lisa Fitz-Coy, Caroline Joseph-Paul (virtual), Kristine Wolff (virtual), Amberstar Bush (virtual), Marina Stone (virtual), James Watson, Erma Shaver (virtual), Kristine Wolff, Lori Robinson, Linda Hadley, Marina Stone, Michelle Jones, Kory Sillerud, Sally Patterson, and Ahmanee Collins-Bandoo.

Guests: Zach Arroyo, Janice Beahn (virtual), James Halleran (virtual), and Hector Lopez.

Call to Order: The CareerSource Brevard (CSB) Board Meeting was called to order at 8:30am by Lloyd Gregg.

Public Comment: There was no public comment.

Presentations:

Employer Recognition

Raul Santana recognized employer Brevard County and Brevard County Parks & Recreation for their continuous support of CSB to include sponsoring many CSB events. Zach Arroyo and Hector Lopez with Brevard County accepted the award.

CSB Staff Recognition

Melissa Janssen recognized CSB staff member, Laura Hutcheson for always going above and beyond, and for her continuous contributions to CSB.

Education & Industry Consortium

Thomas LaFlore gave a presentation on the Education & Industry Consortium. Mr. LaFlore explained the purpose and goals of the consortium and thanked leadership for creating a consortium that includes CareerSource Flagler Volusia which supports the consolidation efforts in a positive manner.

Audit Report

James Halleran from James Moore & Co. presented the Independent Auditor's Report of the financial position of Brevard Workforce Development Board, Inc. dba CareerSource Brevard for the fiscal year ending on June 30, 2023. Mr. Halleran explained the contents of the audit and informed that CSB did not have any findings this year.

Action Items:

Audit Report

Motion to accept the Independent Auditor's report for PY 2022-2023 made by Mike Menyhart and seconded by Mary Jane Brecklin. Motion passed unanimously.

Approval of Board of Directors Meeting Minutes

Motion to approve the Board of Directors Meeting minutes for November 16, 2023, made by

Mike Menyhart and seconded by Colleen Browne. Motion passed unanimously.

WIOA DW to Adult Transfer Request

Lynn Hudson reviewed the WIOA DW to Adult Transfer Request with the Committee. Motion to approve the WIOA DW to Adult Transfer Request made by Mike Menyhart and seconded by Mary Jane Brecklin. Motion passed unanimously.

Reports:

Mike Menyhart gave a report on the Industry Workforce Committee meeting held on January 16, 2024.

James Watson gave a report on the Career Center Committee meeting held on January 23, 2024.

Colleen Browne gave a report on the Finance Committee meeting held on February 5, 2024.

Marci Murphy shared updates on taking over as fiscal agent for CareerSource Flagler Volusia and updates on the consolidation since the last board meeting in November:

- The fiscal agent agreement was completed, and CareerSource Brevard assumed fiscal agent responsibilities for CSFV on January 8, 2024.
- Ms. Murphy also shared that the county attorneys of Brevard, Flagler and Volusia have started working on the new interlocal agreement that needs to be in place no later than June 30, 2024.

Ms. Murphy states that the IT Director at CSB is now officially working for both regions since CSFV's IT Director retired.

CSB is working with our Career Center contractor, C2 Global Professional Services (C2 GPS) to modify their contract so they can assume One-Stop Operator and Career Services for Flagler and Volusia on July 1, 2024.

CSB will be going out for an RFP for youth services in Flagler/Volusia counties. Youth Services in Brevard are done by C2.

Ms. Murphy informed that the Board Secretary, Holly Paschal has sent an email with the 2023-2024 refresher board training, and states it takes approximately 40 minutes to complete and requested that the board member send their certificate to the secretary. Ms. Murphy explained that if we don't have 100% participation, we will get a finding.

Ms. Murphy shared that when the new interlocal agreement gets signed by all three counties, the newly created governance council will be soliciting memberships for the new board. She will keep everyone informed.

Informational Items:

Other Business:

There being no further business, the meeting was adjourned at 9:26am.

Submitted by,

Reviewed by,

{Signature on file} 2/22/2024
Holly Paschal Date

{Signature on file} 2/22/2024
Lloyd Gregg, Chair Date

Action Brief

Regional Targeted Occupations List for 2024-2025

Background

CareerSource Brevard (CSB) is required to produce and publish the Regional Targeted Occupations List (RTOL) on an annual basis. This brief completes the local activity required to create the list. Creation and revision of the RTOL generally includes the following:

REGIONAL TARGETED OCCUPATIONS LIST (RTOL) DEVELOPMENT PROCESS		
Step/ Timeline	Activity	Resources Used/Action Required
1 Early April <input checked="" type="checkbox"/>	Establish Draft Regional Targeted Occupations List	<ul style="list-style-type: none"> Review Statewide/Regional TOL Internal Review by Industry Relations, Program Managers and Staffing Specialists Utilize Labor Market Information (LMI) from multiple sources.
2 Mid- April <input checked="" type="checkbox"/>	Key Partner & Training Vendor Filtering	Solicit Feedback from <ul style="list-style-type: none"> Training Vendors School District Other Economic & Business entities
3 Late April <input checked="" type="checkbox"/>	Business & Industry Filtering	Solicit Feedback from the following groups: <ul style="list-style-type: none"> Industry Workforce Committee Career Center Committee which includes business and other organizations.
4 May <input checked="" type="checkbox"/>	Alignment with Economic Development Priorities	Determine how occupations fit with LWDB 13 Key Industry Analysis which include: <ul style="list-style-type: none"> Florida Targeted Industries Florida Infrastructure Industries Local Economic Development Priorities
5 May <input checked="" type="checkbox"/>	Customization	<ul style="list-style-type: none"> This includes reviewing State Demand Report and determining which occupations should be added or removed and the coding for training.
6 June <input checked="" type="checkbox"/>	Final Approval by the CSB Board of Directors	<ul style="list-style-type: none"> Consent Action Item at the May/June BOD Meeting
7 June <input checked="" type="checkbox"/>	Follow-Up on Results Sent to all on contact list from groups listed above.	<ul style="list-style-type: none"> Email should include: Any issues and information impacting the RTOL. Description of the changes, additions, deletions and training category changes.
8 June	Final Actions	<ul style="list-style-type: none"> Post final RTOL on website by June 30th.

Denotes completed activities Denotes pending activities

Recommendation

The PY 2024-2025 RTOL is attached. The changes to the RTOL are based on current employment trends and data, in addition to feedback received from community partners, educators and staff. Some of the additions to the RTOL were requested by Brevard Community and Adult Education and LEAD Brevard.

A few notes about changes to this year's list:

- Aligning as Region 27, the PY24-25 RTOL is inclusive of Brevard, Flagler, and Volusia counties. Each prior region's PY23-24 RTOLs were taken into consideration while developing the PY24-25 Region 27 RTOL.
- The 2024-25 R27 Regional Targeted Occupations List (RTOL) has seen significant updates from the previous year. It now includes 260 occupations, an increase from the 162 listed in the 2023-24 R11 RTOL and the 241 in the 2023-24 R13 RTOL. This year's list has been refined with the addition of 2 new occupations based on received suggestions, while 50 occupations were removed for not meeting the current criteria. Notably, there is an overlap in the removals, with 41 occupations being dropped from the 2023-24 R13 RTOL and 19 from the 2023-24 R11 RTOL, including 10 occupations that were present on both lists.
- Many of the occupations on the list will now reflect legacy Florida education requirement designations with the Competitive Education Requirement designations adopted by the Florida Labor Market Estimating Conference (LMEC). Occupations that are not listed on the Statewide DOL for Region 27 reflect the FLDOE Education Requirements. These changes impacted the occupations list as, some occupations that were previously designated as requiring a post-secondary award are now designated as requiring a high school diploma and no longer meet the educational criteria for the list, while the reverse is true for other occupations. Occupations that were reduced as a result of this change or that are below criteria yet are in demand for Region 27, have been marked with an asterisk to indicate that a path to self-sufficiency must be delineated in the participants IEP or as part of sector strategy project.
- In order to better identify the data provided for the occupations, we have added a new column, 'Qualifying Level' intended to identify the National (N), State (S), and Regional (R).

Added to RTOL	
259031	Instructional Coordinator
271021	Commercial and Industrial Designers
292011	Medical and Clinical Laboratory Technologists
292012	Medical and Clinical Laboratory Technicians

Action

Approve the attached RTOL recommended by CSB staff.

2024-2025 Regional Demand Occupations List

Sorted by Occupational Title

Workforce Development Area 27 - Brevard, Flagler, and Volusia counties

Selection Criteria:

- 1 LMEC Educational Requirements: 3 (Some College, No Degree), 4 (Postsecondary Non-Degree Award), 5 (Associate Degree), or 6 (Bachelor's Degree)
FLDOE Training Code - 3 (PSAV Certificate), 4 (Community College Credit/Degree), or 5 (Bachelor's Degree)
* indicates that a path to self-sufficiency must be delineated in the participants IEP or as part of sector strateg
- 2 80 annual openings and positive growth
- 3 Mean Wage of \$16.88/hour and Entry Wage of \$13.72/hour
- 4 High Skill/High Wage (HSHW) Occupations:
Mean Wage of \$26.45/hour and Entry Wage of \$16.88/hour

*****Qualifying Level:**

- R = Meets regional wage and openings criteria based on state Labor Market Statistics employer survey data.
- S = Meets statewide wage and openings criteria based on state Labor Market Statistics employer survey data.
- N = Meets national wage and openings criteria based on national Labor Market Statistics employer survey data.
- N/A = Not available/releasable.

*SOC Code and Occupational Title refer to Standard Occupational Classification codes and titles.

**HSHW = High Skill/High Wage.

LMEC = Labor Market Estimating Conference

DOL = Department of Labor

SOC Code*	HSHW**	Occupation Title*	Regional		2022 Hourly Wage		LMEC or DOL Training Code	Qualifying Level***
			Annual % Growth	Annual Openings	Mean	Entry		
132011	HSHW	Accountants and Auditors	1.28	344	37.42	22.20	6	R
113012	HSHW	Administrative Services Managers	1.38	41	46.45	26.09	6	S
112011	HSHW	Advertising and Promotions Managers	1.90%	2.8	\$54.21	\$27.95	5	N
173021	HSHW	Aerospace Engineering and Operations Technologists and Technicians	8.30%	1	\$44.3	\$28.14	4	N
172011	HSHW	Aerospace Engineers	6.10%	3.8	\$63.61	\$43.72	5	N
493011	HSHW	Aircraft Mechanics and Service Technicians	N/A	N/A	29.38	20.49	5	S
532022	HSHW	Airfield Operations Specialists	4.90%	1.4	\$30.21	\$16.92	3	N
532011	HSHW	Airline Pilots, Copilots, and Flight Engineers	N/A	N/A	81.41	47.68	6	N
171011	HSHW	Architects, Except Landscape and Naval	N/A	N/A	46.20	23.87	6	S
173011	HSHW	Architectural and Civil Drafters	N/A	N/A	28.21	19.01	5	S
119041	HSHW	Architectural and Engineering Managers	1.99	90	77.94	56.16	6	R
271011	HSHW	Art Directors	N/A	N/A	39.54	26.84	6	S

274011		Audio and Video Technicians	N/A	N/A	26.66	16.22	5	S
493021		Automotive Body and Related Repairers	1.20%	13.4	\$24.25	\$17.39	* 2	N
493023		Automotive Service Technicians and Mechanics	0.55	326	21.59	14.06	4	R
492091	HSHW	Avionics Technicians	4.30%	1.9	\$33.16	\$25.64	4	N
433021		Billing and Posting Clerks	0.00%	46.7	\$20.92	\$16.37	3	N
172031	HSHW	Bioengineers and Biomedical Engineers	5.10%	1.2	\$51.48	\$33.62	5	N
194021		Biological Technicians	N/A	N/A	19.34	14.72	6	N
433031		Bookkeeping, Accounting, and Auditing Clerks	0.11	630	20.40	14.48	3	R
472021		Brickmasons and Blockmasons	0.50%	5.9	\$21.84	\$15.77	* 2	N
493031		Bus and Truck Mechanics and Diesel Engine Specialists	0.98	48	24.27	17.62	4	S
533052		Bus Drivers, Transit and Intercity	5.40%	21.2	\$18.66	\$15.67	* 2	N
131199	HSHW	Business Operations Specialists, All Other	1.27	291	35.55	19.10	6	R
131020	HSHW	Buyers and Purchasing Agents	0.23	189	34.64	20.61	6	R
535021	HSHW	Captains, Mates, and Pilots of Water Vessels	1.70%	4.1	\$43.54	\$21.44	3	N
292031		Cardiovascular Technologists and Technicians	3.70%	3.9	\$26.99	\$16.19	4	N
251194	HSHW	Career/Technical Education Teachers, Postsecondary	N/A	8.7	\$32.49	\$18.8	4	N
252032	HSHW	Career/Technical Education Teachers, Secondary School	N/A	N/A	28.65	22.17	6	S
435011		Cargo and Freight Agents	9.70%	11	\$25.48	\$17.57	* 2	N
472031		Carpenters	0.83	408	21.39	16.00	4	R
472051		Cement Masons and Concrete Finishers	N/A	14.2	\$21.94	\$16.86	* 1	N
351011		Chefs and Head Cooks	1.16	117	25.50	16.14	5	R
194031		Chemical Technicians	N/A	N/A	22.48	16.20	5	N
192031	HSHW	Chemists	N/A	N/A	38.60	22.55	6	N
211021		Child, Family, and School Social Workers	1.37	72	23.04	16.61	6	S
172051	HSHW	Civil Engineers	N/A	N/A	50.57	26.87	6	S
131031	HSHW	Claims Adjusters, Examiners, and Investigators	N/A	N/A	32.84	23.80	3	S
212011		Clergy	0.60%	21.9	\$24.77	\$17.44	5	N
292010		Clinical Laboratory Technologists and Technicians	0.70	111	25.29	15.58	5	R
272022	HSHW	Coaches and Scouts	9.20%	38.4	\$37.67	\$17.64	5	N
519124		Coating, Painting, and Spraying Machine Setters, Operators, and Tenders	0.60%	15.5	\$22.4	\$16.33	* 2	N
532012	HSHW	Commercial Pilots	N/A	N/A	41.13	24.99	4	N
211099		Community and Social Service Specialists, All Other	1.46	24	28.23	13.33	6	N
211094		Community Health Workers	N/A	N/A	23.05	15.00	6	N
131141	HSHW	Compensation, Benefits, and Job Analysis Specialists	N/A	N/A	33.23	20.22	6	S
131041	HSHW	Compliance Officers	1.43	100	33.54	19.26	6	R

113021	HSHW	Computer and Information Systems Managers	N/A	N/A	72.31	46.87	6	S
172061	HSHW	Computer Hardware Engineers	4.60%	4.6	\$66.88	\$40.2	5	N
151241	HSHW	Computer Network Architects	N/A	N/A	53.68	35.48	6	N
151231	HSHW	Computer Network Support Specialists	1.40	66	34.02	22.76	5	S
151299	HSHW	Computer Occupations, All Other	N/A	N/A	39.95	21.85	6	S
151211	HSHW	Computer Systems Analysts	1.88	108	47.22	29.49	6	R
151232		Computer User Support Specialists	1.07	149	25.34	16.62	4	R
474011	HSHW	Construction and Building Inspectors	0.42	83	28.87	21.05	4	R
474099		Construction and Related Workers, All Other			\$20.35	\$16.11	N/A	N
472061		Construction Laborers	4.40%	129.4	\$19.39	\$14.92	* 2	N
119021	HSHW	Construction Managers	1.35	162	52.24	29.69	6	R
352014		Cooks, Restaurant	20.40%	252.4	\$16.54	\$13.8	* 2	N
131051	HSHW	Cost Estimators	N/A	N/A	29.84	18.48	6	S
537021	HSHW	Crane and Tower Operators	0.20%	4.5	\$32.51	\$21.59	3	N
152051	HSHW	Data Scientists	N/A	N/A	49.71	29.77	6	S
151242	HSHW	Database Administrators	7.00%	5.7	\$46.22	\$26.28	5	N
151243	HSHW	Database Architects	10.00%	4.5	\$63.89	\$38.13	5	N
319091		Dental Assistants	1.52	214	20.27	16.85	4	R
291292	HSHW	Dental Hygienists	1.66	64	35.76	31.04	5	S
292032	HSHW	Diagnostic Medical Sonographers	N/A	N/A	35.21	28.60	5	S
291031	HSHW	Dietitians and Nutritionists	6.60%	5.6	\$33.43	\$26.38	6	N
212021		Directors, Religious Activities and Education	N/A	N/A	24.54	14.98	6	S
472081		Drywall and Ceiling Tile Installers	1.60%	7.9	\$21.	\$13.67	* 2	N
119039	HSHW	Education Administrators, All Other	2.80%	4	\$36.98	\$19.07	5	N
173023	HSHW	Electrical and Electronic Engineering Technologists and Technicians	0.80%	9.9	\$29.84	\$22.4	4	N
492094	HSHW	Electrical and Electronics Repairers, Commercial and Industrial Equipment	N/A	4.4	\$29.68	\$22.46	3	N
172071	HSHW	Electrical Engineers	N/A	N/A	50.59	32.51	6	S
499051	HSHW	Electrical Power-Line Installers and Repairers	N/A	N/A	34.40	22.17	4	N
512028		Electrical, Electronic, and Electromechanical Equipment Assemblers, Except Coil Winders, Tapers	4.50%	31.8	\$19.57	\$14.6	* 2	N
472111		Electricians	1.17	304	22.67	16.90	4	R
172072	HSHW	Electronics Engineers, Except Computer	N/A	N/A	53.41	39.63	6	N
252021		Elementary School Teachers, Except Special Education	0.83	286	25.43	20.88	6	R
292042		Emergency Medical Technicians	5.40%	13.1	\$19.58	\$15.65	3	N
173029	HSHW	Engineering Technologists and Technicians, Except Drafters, All Other	N/A	N/A	36.66	19.77	5	N
172199	HSHW	Engineers, All Other	N/A	N/A	53.53	32.46	6	N

173025		Environmental Engineering Technologists and Technicians	1.30%	1.3	\$24.41	\$17.66	4	N
194042		Environmental Science and Protection Technicians, Including Health	5.80%	3.8	\$21.71	\$17.21	4	N
192041	HSHW	Environmental Scientists and Specialists, Including Health	1.74	26	28.99	17.82	6	N
399031		Exercise Trainers and Group Fitness Instructors	13.70%	69	\$20.09	\$11.72	3	N
113013	HSHW	Facilities Managers	0.94	28	41.34	23.22	6	S
119013	HSHW	Farmers, Ranchers, and Other Agricultural Managers	N/A	N/A	N/A	N/A	6	S
512051		Fiberglass Laminators and Fabricators	N/A	2.4	\$18.75	\$16.15	* 2	N
274032	HSHW	Film and Video Editors	9.40%	5	\$28.29	\$19.24	5	N
132051	HSHW	Financial and Investment Analysts	N/A	N/A	40.22	28.17	6	S
132061	HSHW	Financial Examiners	N/A	N/A	31.20	21.51	6	N
113031	HSHW	Financial Managers	2.09	130	69.91	35.47	6	R
132099	HSHW	Financial Specialists, All Other	1.55	22	33.43	18.45	6	S
332011		Firefighters	1.61	132	20.44	14.69	4	R
471011	HSHW	First-Line Supervisors of Construction Trades and Extraction Workers	0.85	305	31.85	20.63	3	R
391014		First-Line Supervisors of Entertainment and Recreation Workers, Except Gambling Services	N/A	N/A	21.45	13.58	3	S
351012		First-Line Supervisors of Food Preparation and Serving Workers	4.90%	188.9	\$20.39	\$14.86	* 2	N
371011		First-Line Supervisors of Housekeeping and Janitorial Workers	3.00%	30.4	\$22.73	\$16.08	* 2	N
371012		First-Line Supervisors of Landscaping, Lawn Service, and Groundskeeping Workers	1.14	127	24.69	16.89	3	R
491011	HSHW	First-Line Supervisors of Mechanics, Installers, and Repairers	0.83	200	31.51	20.38	3	R
411012	HSHW	First-Line Supervisors of Non-Retail Sales Workers	0.34	157	43.03	23.20	3	R
431011	HSHW	First-Line Supervisors of Office and Administrative Support Workers	0.36	495	28.60	18.79	3	R
391022		First-Line Supervisors of Personal Service Workers	N/A	N/A	22.24	14.99	3	S
331012	HSHW	First-Line Supervisors of Police and Detectives	N/A	N/A	38.39	27.21	6	N
511011	HSHW	First-Line Supervisors of Production and Operating Workers	0.97	207	31.76	19.66	3	R
331099	HSHW	First-Line Supervisors of Protective Service Workers, All Other	3.40%	2.3	\$30.91	\$24.13	* 2	N
411011		First-Line Supervisors of Retail Sales Workers	0.13	677	22.99	14.78	3	R
531047	HSHW	First-Line Supervisors of Transportation and Material Moving Workers, Except Aircraft Cargo Hanc	N/A	N/A	25.18	17.28	3	S
119051	HSHW	Food Service Managers	0.85	154	31.28	19.33	3	R
194092		Forensic Science Technicians	12.60%	2.6	\$26.39	\$18.55	4	N
131131		Fundraisers	N/A	N/A	24.61	14.68	6	S
112033	HSHW	Fundraising Managers	5.10%	2.5	\$59.	\$33.68	5	N
119171	HSHW	Funeral Home Managers	2.20%	2.7	\$38.24	\$24.84	4	N
111021	HSHW	General and Operations Managers	1.12	953	50.11	21.73	6	R
472121		Glaziers	2.20%	5.5	\$20.76	\$15.71	* 2	N
271024		Graphic Designers	N/A	N/A	26.19	16.34	6	S

211091	HSHW	Health Education Specialists	N/A	N/A	26.01	16.75	6	N
299021		Health Information Technologists and Medical Registrars	N/A	N/A	27.23	15.42	4	S
251071	HSHW	Health Specialties Teachers, Postsecondary	N/A	N/A	34.65	21.91	6	S
292099		Health Technologists and Technicians, All Other	N/A	N/A	21.70	15.99	4	N
319099		Healthcare Support Workers, All Other	5.70%	16	\$19.13	\$13.5	* 2	N
499021		Heating, Air Conditioning, and Refrigeration Mechanics and Installers	0.81	221	22.27	16.42	4	R
533032		Heavy and Tractor-Trailer Truck Drivers	1.10	468	22.14	15.99	4	R
474051		Highway Maintenance Workers	7.90%	15.2	\$18.9	\$15.13	* 2	N
113121	HSHW	Human Resources Managers	1.25	31	64.29	38.63	6	S
131071	HSHW	Human Resources Specialists	1.15	243	30.66	17.78	6	R
173026	HSHW	Industrial Engineering Technologists and Technicians	N/A	N/A	27.66	21.82	5	N
172112	HSHW	Industrial Engineers	N/A	N/A	45.84	33.54	6	S
499041		Industrial Machinery Mechanics	2.45	69	24.52	17.61	4	S
113051	HSHW	Industrial Production Managers	1.60%	15.3	\$59.59	\$35.22	5	N
537051		Industrial Truck and Tractor Operators	3.70%	80.9	\$21.08	\$16.11	* 2	N
151212	HSHW	Information Security Analysts	N/A	N/A	50.53	33.45	6	S
519061		Inspectors, Testers, Sorters, Samplers, and Weighers	0.68	246	22.01	15.30	4	R
259031	HSHW	Instructional Coordinators	2.50%	19.2	\$31.08	\$23.57	6	N
413021	HSHW	Insurance Sales Agents	N/A	N/A	29.40	17.16	4	S
271025		Interior Designers	N/A	N/A	25.75	15.85	6	S
273091		Interpreters and Translators	N/A	N/A	25.40	17.18	6	N
252012	HSHW	Kindergarten Teachers, Except Special Education	N/A	N/A	25.49	21.24	6	S
373011		Landscaping and Groundskeeping Workers	3.50%	156.6	\$16.54	\$14.25	* 1	N
292061		Licensed Practical and Licensed Vocational Nurses	0.65	190	24.36	20.66	4	R
194099		Life, Physical, and Social Science Technicians, All Other	N/A	N/A	22.41	12.03	6	N
533033		Light Truck Drivers	11.50%	141.3	\$22.3	\$13.94	* 2	N
132072		Loan Officers	0.43	59	32.22	15.78	6	S
119081	HSHW	Lodging Managers	N/A	N/A	33.54	17.74	6	S
131081	HSHW	Logisticians	4.65	104	38.61	24.12	6	R
514041		Machinists	N/A	N/A	21.80	16.30	4	N
292035	HSHW	Magnetic Resonance Imaging Technologists	7.70%	2.6	\$36.13	\$31.21	4	N
499071		Maintenance and Repair Workers, General	3.60%	152.4	\$20.28	\$15.02	3	N
131111	HSHW	Management Analysts	2.45	360	43.54	22.16	6	R
119199	HSHW	Managers, All Other	1.24	212	60.89	33.78	6	R
172121	HSHW	Marine Engineers and Naval Architects	0.70%	0.4	\$43.26	\$29.38	5	N

131161	HSHW	Market Research Analysts and Marketing Specialists	2.77	271	32.38	17.29	6	R
112021	HSHW	Marketing Managers	N/A	N/A	69.81	35.95	6	S
319011		Massage Therapists	N/A	N/A	23.33	15.61	4	S
537199		Material Moving Workers, All Other	3.50%	3.2	\$19.01	\$14.4	* 1	N
173027	HSHW	Mechanical Engineering Technologists and Technicians	0.60%	3.7	\$31.	\$22.25	4	N
172141	HSHW	Mechanical Engineers	1.87	135	45.76	30.98	6	R
292012		Medical and Clinical Laboratory Technicians			\$27.24	\$16.53	5	N
292011		Medical and Clinical Laboratory Technologists			\$27.24	\$16.53	5	N
119111	HSHW	Medical and Health Services Managers	3.05	165	62.82	31.35	6	R
319092		Medical Assistants	1.59	446	17.55	14.49	4	R
319093		Medical Equipment Preparers	5.40%	9.5	\$17.61	\$15.71	* 2	N
499062		Medical Equipment Repairers	N/A	N/A	21.14	15.33	5	S
292072		Medical Records Specialists	1.18	74	21.74	14.51	4	S
191042	HSHW	Medical Scientists, Except Epidemiologists	N/A	N/A	53.07	28.69	6	N
436013		Medical Secretaries and Administrative Assistants	0.84	407	17.09	13.61	3	S
131121		Meeting, Convention, and Event Planners	N/A	N/A	25.24	15.79	6	S
211023		Mental Health and Substance Abuse Social Workers	N/A	N/A	21.72	14.45	6	N
211023		Mental Health and Substance Abuse Social Workers	10.60%	9.5	\$23.85	\$16.16	6	N
252022		Middle School Teachers, Except Special and Career/Technical Education	0.84	127	24.95	20.86	6	R
493042		Mobile Heavy Equipment Mechanics, Except Engines	0.69	26	24.85	17.09	4	S
493051		Motorboat Mechanics and Service Technicians	N/A	N/A	23.51	16.42	4	S
272041		Music Directors and Composers	1.10%	5.1	\$33.25	\$16.58	5	N
272042	HSHW	Musicians and Singers	N/A	N/A	33.96	18.52	3	S
119121	HSHW	Natural Sciences Managers	N/A	N/A	43.73	26.25	6	N
151244	HSHW	Network and Computer Systems Administrators	1.20	91	43.30	28.88	6	R
311131		Nursing Assistants	4.10%	202.4	\$16.15	\$13.83	3	N
195011	HSHW	Occupational Health and Safety Specialists	N/A	N/A	34.93	21.93	6	S
312011	HSHW	Occupational Therapy Assistants	N/A	N/A	31.25	26.75	5	S
472073		Operating Engineers and Other Construction Equipment Operators	2.70%	38.2	\$22.05	\$17.41	* 2	N
152031	HSHW	Operations Research Analysts	N/A	N/A	39.43	23.24	6	S
292057		Ophthalmic Medical Technicians	N/A	N/A	19.35	14.02	4	S
292081		Opticians, Dispensing	2.70%	6.4	\$25.43	\$17.13	* 2	N
493053		Outdoor Power Equipment and Other Small Engine Mechanics	1.20%	4.2	\$20.5	\$16.17	* 2	N
472141		Painters, Construction and Maintenance	1.50%	29.3	\$20.22	\$15.55	* 2	N
232011		Paralegals and Legal Assistants	1.67	118	25.14	17.79	5	R

292043		Paramedics	5.40%	5.1	\$23.5	\$19.95	3	N
412022		Parts Salespersons	1.00%	31.4	\$18.51	\$12.79	* 2	N
132052	HSHW	Personal Financial Advisors	N/A	N/A	45.96	18.18	6	S
372021		Pest Control Workers	3.10%	12.6	\$21.06	\$16.65	* 2	N
373012		Pesticide Handlers, Sprayers, and Applicators, Vegetation	2.00%	3	\$19.56	\$13.73	* 2	N
292052		Pharmacy Technicians	1.30	192	17.65	14.69	4	R
319097		Phlebotomists	N/A	N/A	17.17	14.76	4	S
274021		Photographers	4.10%	13.9	\$19.79	\$13.94	* 2	N
312021	HSHW	Physical Therapist Assistants	N/A	N/A	30.39	23.36	5	S
291071	HSHW	Physician Assistants	26.50%	12.2	\$59.52	\$40.51	6	N
472152		Plumbers, Pipefitters, and Steamfitters	0.63	156	23.13	17.73	4	R
333051	HSHW	Police and Sheriff's Patrol Officers	N/A	N/A	25.42	19.56	5	S
251199	HSHW	Postsecondary Teachers, All Other	3.60%	21.8	\$35.07	\$20.59	6	N
272012	HSHW	Producers and Directors	N/A	N/A	34.00	17.35	6	N
435061		Production, Planning, and Expediting Clerks	1.04	145	25.65	17.17	3	R
131082	HSHW	Project Management Specialists	1.55	304	48.03	27.54	6	R
132020	HSHW	Property Appraisers and Assessors	0.82	25	31.13	20.59	6	S
119141		Property, Real Estate, and Community Association Managers	0.79	124	30.53	16.47	6	R
292053		Psychiatric Technicians	9.70%	10.2	\$18.47	\$14.29	3	N
273031	HSHW	Public Relations Specialists	1.45	93	30.49	17.45	6	R
435031		Public Safety Telecommunicators	3.40%	10.4	\$21.39	\$17.1	* 2	N
131023	HSHW	Purchasing Agents, Except Wholesale, Retail, and Farm Products			\$36.5	\$22.28	4	N
113061	HSHW	Purchasing Managers	N/A	N/A	64.07	43.85	6	N
291124	HSHW	Radiation Therapists	2.40%	0.7	\$41.8	\$35.32	4	N
492021	HSHW	Radio, Cellular, and Tower Equipment Installers and Repairers	3.40%	1.4	\$29.3	\$20.58	4	N
292034	HSHW	Radiologic Technologists and Technicians	0.44	51	28.12	21.40	5	S
419021	HSHW	Real Estate Brokers	N/A	N/A	37.82	20.31	4	N
419022		Real Estate Sales Agents	N/A	N/A	27.82	15.43	4	S
251193	HSHW	Recreation and Fitness Studies Teachers, Postsecondary	3.30%	1.3	\$35.49	\$22.54	6	N
291141	HSHW	Registered Nurses	0.56	703	35.22	27.50	6	R
212099		Religious Workers, All Other	N/A	N/A	22.31	13.93	6	S
399041		Residential Advisors	6.00%	17.6	\$19.8	\$14.06	3	N
291126	HSHW	Respiratory Therapists	N/A	N/A	30.45	24.20	5	S
472181		Roofers	2.00%	12.2	\$19.99	\$13.74	* 2	N
535011		Sailors and Marine Oilers	2.00%	3.3	\$23.05	\$16.78	* 2	N

112022	HSHW	Sales Managers	N/A	N/A	\$64.09	\$32.42	6	S
413091		Sales Representatives of Services, Except Advertising, Insurance, Financial Services, and Travel	1.30	470	30.31	16.02	6	R
414012	HSHW	Sales Representatives, Wholesale and Manufacturing, Except Technical and Scientific Products	N/A	N/A	31.48	15.95	3	S
414011	HSHW	Sales Representatives, Wholesale and Manufacturing, Technical and Scientific Products	N/A	N/A	43.37	21.39	6	S
252031	HSHW	Secondary School Teachers, Except Special and Career/Technical Education	0.85	215	26.70	22.43	6	R
413031	HSHW	Securities, Commodities, and Financial Services Sales Agents	1.28	141	33.60	19.92	6	R
492098		Security and Fire Alarm Systems Installers	2.80%	8.9	\$25.93	\$18.36	3	N
492098		Security and Fire Alarm Systems Installers	N/A	N/A	23.84	16.90	4	S
472211		Sheet Metal Workers	N/A	11.4	\$23.51	\$17.66	* 2	N
119151	HSHW	Social and Community Service Managers	1.11	40	36.31	21.88	6	S
211093		Social and Human Service Assistants	8.60%	47.4	\$20.32	\$15.01	5	N
211029		Social Workers, All Other	N/A	N/A	25.36	18.04	6	N
151252	HSHW	Software Developers	N/A	N/A	57.74	38.38	6	S
151253	HSHW	Software Quality Assurance Analysts and Testers	N/A	N/A	44.84	26.42	6	S
472231		Solar Photovoltaic Installers	22.30%	3.5	\$21.37	\$18.05	* 2	N
252058	HSHW	Special Education Teachers, Secondary School	N/A	N/A	26.53	22.90	6	S
271014	HSHW	Special Effects Artists and Animators	N/A	N/A	30.45	20.58	6	N
472221		Structural Iron and Steel Workers	1.80%	6.3	\$25.22	\$18.77	* 2	N
211018		Substance Abuse, Behavioral Disorder, and Mental Health Counselors	2.16	73	25.66	16.70	6	S
292055		Surgical Technologists	N/A	N/A	22.27	16.63	4	N
173031		Surveying and Mapping Technicians	1.30	49	21.75	15.56	5	S
537121	HSHW	Tank Car, Truck, and Ship Loaders	1.60%	1.6	\$30.72	\$25.08	* 2	N
253099		Teachers and Instructors, All Other	N/A	N/A	24.53	12.83	6	N
512092		Team Assemblers			\$18.17	\$14.12	* 2	N
273042	HSHW	Technical Writers	6.90%	4.8	\$42.42	\$27.86	5	N
492022	HSHW	Telecommunications Equipment Installers and Repairers, Except Line Installers	N/A	N/A	26.84	17.53	4	S
499052		Telecommunications Line Installers and Repairers	N/A	N/A	23.78	17.74	4	N
472044		Tile and Stone Setters	6.90%	5.1	\$22.11	\$17.12	* 2	N
131151	HSHW	Training and Development Specialists	2.07	120	31.53	17.44	6	R
339093		Transportation Security Screeners	0.00%	4.7	\$20.09	\$17.02	* 2	N
113071	HSHW	Transportation, Storage, and Distribution Managers	0.97	37	57.60	30.17	6	S
292056		Veterinary Technologists and Technicians	N/A	N/A	17.48	13.58	5	S
151255	HSHW	Web and Digital Interface Designers	N/A	N/A	42.23	22.40	5	N
151254	HSHW	Web Developers	N/A	N/A	42.61	21.84	5	S
514121		Welders, Cutters, Solderers, and Brazers	1.27	159	21.60	16.51	4	R

273043	HSHW	Writers and Authors	N/A	N/A	23.79	13.05	6	N
259031	HSHW	Instructional Coordinators	0.03	19	31.08	23.57	5	N
271021		Commercial and Industrial Designers	0.02	2	31.61	16.55	4	N



June 13, 2024

Action Brief

403(b) Plan Amendment

Background

Due to the consolidation with CareerSource Flagler Volusia (CSFV), adjustments to the Brevard Workforce Development Board 403(b) Plan are needed to accommodate the CSFV employees who will be hired by Brevard Workforce Development Board, Inc.

Below is the adjustment in the plan:

4-5 **SERVICE WITH PREDECESSOR EMPLOYER.** If the Employer is maintaining the Plan of a Predecessor Employer, service with such Predecessor Employer is automatically counted for eligibility, vesting and for purposes of applying any allocation conditions under AA §6-7 and AA §6B-7.

In addition, this AA §4-5 may be used to identify any Predecessor Employers for whom service will be counted for purposes of determining eligibility, vesting and allocation conditions under this Plan.

If this AA §4-5 is not completed, no service with a Predecessor Employer will be counted except as otherwise required under this AA §4-5.

(a) **Identify Predecessor Employer(s):**

(1) The Plan will count service with all Employers which have been acquired as part of a transaction under Code §410(b)(6)(C).

(2) The Plan will count service with the following Predecessor Employers:

Name of Predecessor Employer	Eligibility	Vesting	Allocation Conditions
<input checked="" type="checkbox"/> (1) <u>Workforce Development Board of Flagler and Volusia Counties, Inc.</u>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

(b) **Describe** any special provisions applicable to Predecessor Employer service: There will be a one-time open enrollment on 10/1/24 after 90 days of employment.

[*Note: Any special provisions may not violate the nondiscrimination requirements under Code §401(a)(4).*]

This action will honor CSFV employee’s years of service for the vesting portion of our 403(b) plan. It will also allow for a one-time open enrollment period after 90 days of employment instead of waiting till January 1, 2025.

Action

Approve Brevard Workforce Development Board, Inc.’s 403(b) Plan Amendment.



June 13, 2024

Information Brief

Third Quarter Contractor Performance PY 2023-2024

Background

The CSB Workforce Operations (Career Centers) 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. Payment of withheld profit uses a performance measurement model based on the following elements:

- **Element A:** Contractor must meet minimum performance on 80% of the measures (16 of 20 for quarters 1, 2 & 3 and 17 of 21 for quarter 4)
- **Element B:** Contractor must meet accelerated performance on 50% of the measures (10 of 20 for quarters 1, 2 & 3 and 11 of 21 for quarter 4)
- **Element C:** Meeting or exceeding a minimum score of 75 on a Board performance evaluation related to programmatic monitoring results.

PY 2023-24 Performance Results

The Contractor has met the required number of measures to be eligible to earn dollars for Element A. They were also successful in exceeding the performance criteria to be paid on Element B.

Elements of Contractor Performance Earnings - PY 23-24						
Measures						
Objective/Criteria	Minimum	Accelerated	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter
WIOA Adult Measures						
Adult Entered Employment Rate	90%	95%	Exceeded (100%)	Exceeded (100%)	Exceeded (100%)	
Adult Average Wage at Placement	107% (\$17.01)	111% (\$17.73)	Exceeded (145.1%)	Exceeded (125.7%)	Exceeded (129.5%)	
Adult Retention at 12 Months	86%	88%	Exceeded (90.9%)	Met (87.3%)	Exceeded (89.9%)	
Adult Credential Attainment Rate	77%	79%	Exceeded (83.95%)	Exceeded (85.6%)	Exceeded (85.4%)	
Adult Measurable Skills Gain	Q1 - 45% Q2 - 55% Q3 - 65% Q4 - 77%	Q1 - 50% Q2 - 60% Q3 - 70% Q4 - 79%	Missed (19.7%)	Missed (51.7%)	Exceeded (79.6%)	
WIOA Dislocated Worker Measures						
Disl. Wkr. Entered Employment Rate	90%	95%	---	Exceeded (100.0%)	Exceeded (100.0%)	
Disl. Wkr. Average Wage At Placement	143% (\$22.75)	150% (\$24.00)	---	Exceeded (155.8%)	Exceeded (155.8%)	

Elements of Contractor Performance Earnings - PY 23-24

Measures						
Objective/Criteria	Minimum	Accelerated	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter
Disl. Wkr. Retention at 12 Months	90%	92%	Exceeded (100%)	Exceeded (100.0%)	Exceeded (100.0%)	
Disl. Wkr. Credential Attainment Rate	72%	75%	Exceeded (83.3%)	Exceeded (87.5%)	Exceeded (100.0%)	
Disl. Wkr. Measurable Skills Gain	Q1 - 55% Q2 - 60% Q3 - 70% Q4 - 75%	Q1 - 60% Q2 - 65% Q3 - 75% Q4 - 80%	Exceeded (66.7%)	Exceeded (80.0%)	Exceeded (100.0%)	
WIOA Youth Measures						
Youth Entered Employment Rate	87%	92%	Met (88.9%)	Met (89.5%)	Missed (77.6%)	
Youth Average Wage At Placement	68.3% (\$10.90)	70% (\$11.15)	Exceeded (106.9%)	Exceeded (90.5%)	Exceeded (92.3%)	
Youth Retention at 12 Months	81.5%	83%	Missed (75.0%)	Missed (68.8%)	Exceeded (83.7%)	
Youth Credential Attainment Rate	70%	73%	Missed (63.0%)	Missed (65.6%)	Missed (67.5%)	
Youth Measurable Skills Gain	Q1 - 40% Q2 - 50% Q3 - 60% Q4 - 65%	Q1 - 45% Q2 - 55% Q3 - 65% Q4 - 68%	Missed (16.0%)	Missed (42.9%)	Missed (50.0%)	
Wagner Peyser Measures						
WP Entered Employment Rate	36%	38%	Exceeded (40.8%)	Exceeded (40.2%)	Exceeded (41.8%)	
WP Average Wage at Placement	72% (\$11.44)	76% (\$12.15)	Exceeded (107.8%)	Exceeded (93.9%)	N/A**	
Welfare Transition						
Entered Employment Rate	31%	33%	Missed (28.3%)	Exceeded (35.8%)	Exceeded (32.9%)	
Training Services						
WT and SNAP Enrolled in Work Related Training	19%	21%	Exceeded (33.3%)	Exceeded (34.5%)	Exceeded (35.7%)	
WIOA/WP Participants Enrolled in Work Rela	6%	13%	Met (7.0%)	Met (6.2%)	Met (5.9%)	
Grants and Special Projects Measured Annually (Tracked for information only)						
Increase FAWA ITA's and OJT's by 100%	3		Exceeded (13)	Exceeded (25)	Exceeded (35)	
Graduate 50 participants in C N A Training	12		Missed (1)	Missed (2)	Missed (23)	

Element A			
Met the minimum percentages set on 16 out of 20 (Q1, Q2 & Q3), and 17 out of 21 (Q4) Performance Measures established in Attachment F	No – Met Minimum on 13 of 18*	Yes – Met Minimum on 16 of 20	Yes – Met Minimum on 17 of 20

Element B				
Met the accelerated percentages set on 10 out of 20 (Q1, Q2, & Q3), 10 out of 20 (Q3) and 11 out of 21 (Q4) established in Attachment F	Yes – Met Accelerated on 12 of 18*	Yes – Met Accelerated on 13 of 20	Yes – Met Accelerated on 16 of 20	
Element C				
Met a minimum score of 75 or higher on the CSB performance evaluation related to the annual state programmatic monitoring results	N/A			

* There were no exits for Dislocated Workers during the first quarter so there is no performance to report. These measures were removed from the overall calculations for this first quarter. Quarter 1 must meet 14 of 18 for Element A and 9 of 18 for Element B.

** There is currently no wage data available for WP customers. This is due to Geographic Solutions move to encrypt personal identifier information such as the social security number. The social security number was a key link between the Employ Florida System and the Wage data system. State staff are working on ways to connect these two data sources with out the social security number but we don't have an estimated time for the completion of this solution.

Performance Analysis

Youth programs continue to struggle with placement, credential attainment and measurable skills gains. Youth who are placed are remaining on the job as evidenced by the retention rates that have improved from 68.8% in the 2nd quarter to 83.7% in the third quarter.

Staff are continuing to work on identifying ways to maintain contact with and obtain completion, credential and placement information for youth, especially those leave a Brevard County residential facility to return to their home communities outside of Brevard.

Staff will continue to monitor, analyze, and report performance in all areas. Credential Attainment, Measurable Skills Gains, and Retention Rates will remain a focus for the next few months.

Information Brief

Primary Indicators of Performance

Background

Common Measures are required by the Workforce Innovation and Opportunity Act (WIOA). While incentive monies are not directly tied to meeting these common measures, there are sanctions tied to missing the same measure two years in a row to include completing a Performance Improvement Plan. They are also included as one of the measures in the Letter Grades Performance. Contractor performance measures are designed to closely match most of the federal measures maintaining the focus on performance in these areas.

Below is the most recent report that shows past performance along with our actual performance through the 2nd quarter of PY 2023-24. Also shown are our goals for PY 2023-24. All performance goals were met or exceeded for the 2nd quarter of Program Year 2023-24 except for Youth Credential Attainment and Youth Measurable Skills Gain.

July 2023-December 2023 Performance

Primary Performance Indicator (PPI)	Performance 2020-2021	Performance 2021-2022	Performance 2022-2023	PY 23-24 Performance	PY23-24 Performance Goals
Adults:					
Entered Employment Rate (2 nd Qtr. after Exit)	88.9%	83.5%	97.50%	97.50%	90.4
Median Earnings (2 nd Qtr. after Exit)	\$8,745	\$8,927	\$10,028	\$10,176	\$8,837
Employment Retention Rate (4 th Qtr. after Exit)	88.50%	92.6%	87.10%	95.90%	86.1
Credential Attainment Rate	85.2%	82.9%	77.60%	84.60%	77.0
Measurable Skills Gain	75%	75.0%	89.50%	73.80%	75.0
Dislocated Workers:					
Entered Employment Rate (2 nd Qtr. after Exit)	87.9%	93.9%	97.20%	95.70%	90.1
Median Earnings (2 nd Qtr. after Exit)	\$12,574	\$10,006	\$12,787	\$12,522	\$11,831
Employment Retention Rate (4 th Qtr. after Exit)	92.4%	86.3%	93.90%	97.20%	90.2
Credential Attainment Rate	69.4%	89.3%	90.90%	90.50%	72.2
Measurable Skills Gain	83.0%	79.3%	100.00%	100.00%	75.0
Youth Common Measures:					
Entered Employment Rate (2 nd Qtr. after Exit)	82.6%	80.2%	89.80%	86.10%	83.5
Median Wage 2nd Quarter After Exit	\$3,643	\$4,423	\$5,638	\$4,021	\$3,855
Employment Retention Rate (4 th Qtr. after Exit)	78.5%	85.7%	82.90%	84.10%	81.5
Credential Attainment Rate	73.0%	73.9%	52.60%	58.60%	75.5
Measurable Skills Gain	66.2%	75.0%	78.10%	56.80%	65.3
Wagner-Peyser:					
Entered Employment Rate (2 nd Qtr. after Exit)	61.9%	63.8%	64.60%	68.20%	65.6
Median Earnings (2 nd Qtr. after Exit)	\$5,468	\$6,152	\$6,459	\$7,030	\$6,002
Employment Retention Rate (4 th Qtr. after Exit)	62.9%	63.0%	63.90%	63.00%	64.2
Not Met (less than 90% of negotiated)	Met (90-100% of negotiated)		Exceeded (greater than 100% of negotiated)		



A+: ≥ 97	C+: 77 to < 80
A: 93 to < 97	C: 73 to < 77
A-: 90 to < 93	C-: 70 to < 73
B+: 87 to < 90	D: 60 to < 70
B: 83 to < 87	F: < 60
B-: 80 to < 83	

Program Year 2023-2024 (Second Quarter)

B

LETTER GRADE

86.46%

FINAL SCORE

Metric (Category)	Weight	Numerator	Denominator	Rate (%)	YOY Rate Difference	Target (%)	Target Met (%)	Weighted Performance (%)
Participants with Increased Earnings (Employment and Training Services, Self-Sufficiency)	.25	2,813	5,702	49.33		50.00	98.66	24.67
Reduction in Public Assistance (Employment and Training Services, Self-Sufficiency)	.25	1,422	3,209	44.31		50.00	88.62	22.16
Employment and Training Outcomes (Employment and Training Services)	.20	16	18	88.89		100.00	88.89	17.78
Participants in Work-Related Training (Training Services)	.10	682	6,697	10.18		25.00	40.72	4.07
Continued Repeat Business (Business Services)	.05	2,097	6,987	30.01		35.00	85.74	4.29
Year-Over-Year Business Penetration (Business Services)	.05				-.52	100.00	70.00	3.50
PY 2020-2021 Business Penetration		2,632	15,341	17.16				
PY 2021-2022 Business Penetration		2,572	15,460	16.64				
Completion-to-Funding Ratio (Employment and Training Services)	.10	6.42	2.88	100.00		100.00	100.00	10.00
Exiters: Local Board (N)/Statewide (D)		5,202	81,026	6.42				
Budget: Local Board (N)/Statewide (D)		\$4,274,677	\$148,251,985	2.88				
Extra Credit: Serving Individuals on Public Assistance (Employment and Training Services, Self-Sufficiency)	Up to 0.05 points	2,390	6,539	36.55				0.00
FINAL SCORE								86.46

OWNED Media

CSB “owned” multi-channel media tactics (social media, email marketing, video, print, and web) are used daily to educate and inform target audiences about its mission, and the benefits of its no-cost programs and services.

View social media efforts by following us!

<https://www.linkedin.com/company/careersourcebrevard/>

<https://www.facebook.com/careersourcebrevard>

<https://twitter.com/csbrevard>

<https://www.youtube.com/user/careersourcebrevard>

https://www.instagram.com/careersource_brevard/

Jobseeker services messaging. Share with jobseekers, referring partners, legislators, community & workforce partners, and media.

- **Ongoing promotions:** Jobseeker services e-news, Hot jobs, Operational programs and services, Virtual and in-person workshops and job fairs, CSB-hosted employer recruiting events, Skills training, supportive services and resources, Jobseeker success stories & testimonials.
- **Quarterly Highlights:**
 - [BACK TO WORK 50+](#)
 - [Program Success stories](#)
 - [Veterans Job Fair](#)
 - [Attending a job fair workshop](#)
 - [Apprenticeship Training](#)
 - [Hope Florida Program jobseeker success story](#)
 - [Online learning CSB's Skillup Brevard](#)
 - [Young Adult Work Experience](#)
 - [Joan, a jobseeker success story](#)
 - [Weekly Recruiting events hosted for employers](#)
 - [Open Interview Day with Health First](#)
 - [Veteran Services, meet our Vet team](#)
 - [Young Adult Job Fair](#)
 - [Ports and Cities Job Fair](#)
 - [Veterans Workshops](#)
 - [weVENTURE- start your own business](#)
 - [Summer Jobs Program young adults](#)
 - [Virtual Job Fair](#)

Business services messaging. Share with employers, referring partners, legislators, community & workforce partners, and media.

- **Ongoing promotions:** Business services e-news, Sector strategy campaigns, Business services and programs, Virtual and in-person business learning events, CSB-hosted job fairs and employer recruiting events, Partner news, employer and partner success stories & testimonials.
- **Quarterly highlights:**
 - [Registered Apprenticeship Accelerator event](#)
 - [Business services successes fact sheet](#)
 - [Recruiting events](#)
 - [Employer testimonial on OJT](#)
 - [Partner program announcement](#)
 - [Veterans Job fair success story](#)
 - [Business Services find and retain talent](#)
 - [M. Byers, your local Apprenticeship Navigator](#)



Quarterly Multimedia Outreach (January – March 2024)

- [CSB partner recognition at Board Meeting](#)
- [Businesses, Provide Community Work Experience](#)
- [Employer success story with job fairs](#)
- [Employer success story hiring veterans](#)
- [Insights from leaders- Business Learning Event](#)
- [Florida Commerce's Veteran Award](#)
- [IT and Healthcare Job Fair](#)
- [Quarterly Business services e-news](#)
- [Brevard Adult & Community Education partnership](#)
- [Launch your Workforce forward, apprenticeship accelerator event](#)
- [Summer Jobs Program young adults](#)
- [Virtual Job Fair](#)

EARNED Media

“Earned” media is non-paid, and the result of relationship building with traditional media outlets as well as community and workforce partners, and customers and employers who have a following CSB can provide services to. This earned media expands CSB’s opportunity to raise awareness of its programs and services.

- **Quarterly highlights:**
 - Florida Workforce Development Association, [includes CSB's Hope Florida jobseeker success story](#)
 - Florida Politics [Solution to Florida's health care crisis includes Dwyer Workforce](#)
 - National Association of State Workforce Agencies [includes FAWA](#)
 - Hometown News [Promoting Veterans Job Fair in Palm Bay](#)
 - Brevard Business News, print and online [Lori Robinson sharing Annual Job Fair, Dwyer Workforce and Business Services news](#)
 - 98.5 The Beach radio, Daily Hot Jobs public service announcements

PAID Media

Buying media reaches audiences beyond those familiar with CSB services.

- **Quarterly highlights:**
 - Florida Trend and Brevard Business News detailed in the FAWA campaign below

Program Campaign Highlights:

Annual Report

- *Annual multimedia campaign sharing our year in review with local, regional and state partners. [2022-2023-annual-report](#)*

Florida Atlantic Workforce Alliance Three regions building a talent pipeline for Aerospace/Aviation/IT/Cybersecurity and Advanced Manufacturing industries.

- *Ongoing outreach campaign to raise awareness of the program, industry councils and training opportunities. Quarterly highlights:*
 - Training initiative campaign [FAWA: Soldering Training FAWA - training for related careers](#)
 - Participation in Space Coast Women in Aviation Alliance Event reaching young adults. [Girls in Aviation partner event](#)
 - Participating in Astronaut Memorial Foundation- [College and Career Readiness Event](#)
 - 1 Paid ad to engage business in industry councils: FI Trend, Florida’s Aviation/Aerospace Industry, May 2024 insertion.
 - 2 paid ads to engage business in virtual meeting and industry councils: BBN



Quarterly Multimedia Outreach (January – March 2024)

- Enhancements to CSB website and News section
 - <https://careersourcebrevard.com/who-we-are/florida-atlantic-workforce-alliance/>
 - <https://careersourcebrevard.com/free-training-opportunities-and-certifications-available-through-florida-atlantic-workforce-alliance-fawa-grant/>
 - <https://careersourcebrevard.com/florida-atlantic-workforce-alliance-february-consortium-recap/>
- Email marketing to businesses and partners.
- Targeted industry consortium awareness and communications campaign
 - [FAWA program virtual consortiums](#)
 - [FAWA Tri Regional business engagement email campaign](#)
 - [FAWA Industry Councils](#)
- Event support: literature, presentations, <https://youtu.be/yAx7pqNzyi0>

Dwyer Workforce Development, in partnership with CSB.

- *Ongoing outreach campaign to attract jobseekers and career-starters with CNA scholarship opportunities that lead to advanced careers in healthcare.*
 - Training initiative campaign [Dwyer CNA training](#)
 - Targeted awareness and communications digital media campaign
 - Enhancements to CSB Healthcare sector web page [Certified Nursing Assistant Training Program](#)

Website & Social Media Management

Daily maintenance, updates with industry-relevant posts, fresh content, refinements to highest performing keywords and messaging of the CSB home site and social channels help maintain excellent Search Engine Optimization (SEO) and increase followers and engagement.

WEBSITE

● **Content Update Quarterly highlights**

- New page: <https://careersourcebrevard.com/summer-jobs-2024-summer-youth-program-applications-open/>
- Semiconductor Apprenticeship video added to homepage-
<https://careersourcebrevard.com/> <https://youtu.be/eDJGM2g7nOk?si=-ESMyh7NDGxlyCsq>

● **News Post Quarterly highlights**

- [Hope Florida in Brevard](#)
- [CSB, Canaveral-port-authority & Cities 2nd-annual job-fair](#)
- [Paid summer youth program](#)
- [Become an Employer Work Site for Summer Jobs Program](#)
- [Upcoming job fairs](#)
- [April workshops for veterans](#)

To see all news posts, visit: <https://careersourcebrevard.com/news/>

- **Website Visitors: 32,484**, previous quarter 31,294

● **Top Sources of Web traffic**

- Direct (Typed in our web address)
- Organic search (Google, Bing, etc.)



Quarterly Multimedia Outreach (January – March 2024)

- Referral (Partner websites)

SOCIAL MEDIA

- 228 new followers this quarter, 256 last quarter (*YOY follower increase solid & on track with nonprofits our size*)
- Top referring social media site: Facebook
- Social media site with strongest follower growth: LinkedIn



June 13, 2024

Information Brief

Financial Reports

Background

The three reports that follow this brief will provide the Finance Committee with the status of CareerSource Brevard's (CSB) funding, budgets, and expenditures for the fiscal period beginning on July 1, 2023, and ending on March 31, 2024.

Report Descriptions

CSB BUDGET TO ACTUAL REPORT (ATTACHMENT 1)

The report provides a comprehensive analysis of funding and spending in the first three quarters of program year 2023-2024 as follows:

- Displays all grant revenues for the current year, including carry-in funding from the prior year, current year grant awards, and planned carryover for the next program year. Major funding streams are detailed in separate columns.
- The annual budget and cumulative expenditures are summarized into eight major categories: (1) staff salaries and fringe benefits; (2) program operations and business services costs; (3) infrastructure and maintenance related costs; (4) IT and technology related costs; (5) contracted service provider costs; (6) customer training activities; (7) customer support services; (8) indirect costs.
- Expenditures are displayed in separate columns for each major funding stream. Total expenditures and percentages of the annual budget expended within each category are also shown.
- Actual indirect costs incurred to date are shown in the right column for each expenditure category. The total indirect cost applied to the grants using our approved indirect cost allocation method is deducted at the bottom of the column to arrive at the surplus or deficit indirect cost recovered to date.

CSB FISCAL DASHBOARD INDICATORS (ATTACHMENT 2)

- Displays the number of individuals identified as placed in EFM or found in Department of Revenue New Hire data, as reported on the Florida Department of Commerce (DOC) Monthly Management Report.

- Displays the number of job seekers in EFM who have not received a reportable service in the last 90 days, as reported on the DOC Monthly Management Report.
- Displays the total number of advertised occupations for each month, as reported on the Help Wanted OnLine Monthly Job Demand Report.
- Calculates the CSB total monthly spending per job placement (total monthly expenditures divided by total monthly job placements).
- Displays the quarterly calculations for required spending caps:
 - 1) Administration – limited to 10% of total grant expenditures at year-end
 - 2) ITA Spending – minimum of 30% of total grant expenditures at year-end
 - 3) Youth Spending – minimum of 75% for out-of-school youth

CSB FEE FOR SERVICE ACTIVITIES (ATTACHMENT 3)

- Reports current balance of unrestricted funds available.
- Displays revenue, expenses and the resulting profit or loss for each Fee for Service project in the current year (since July 1).
- Calculates each revenue and expense category as a percentage of total revenue earned for each revenue and expense category.



Budget to Actual Report

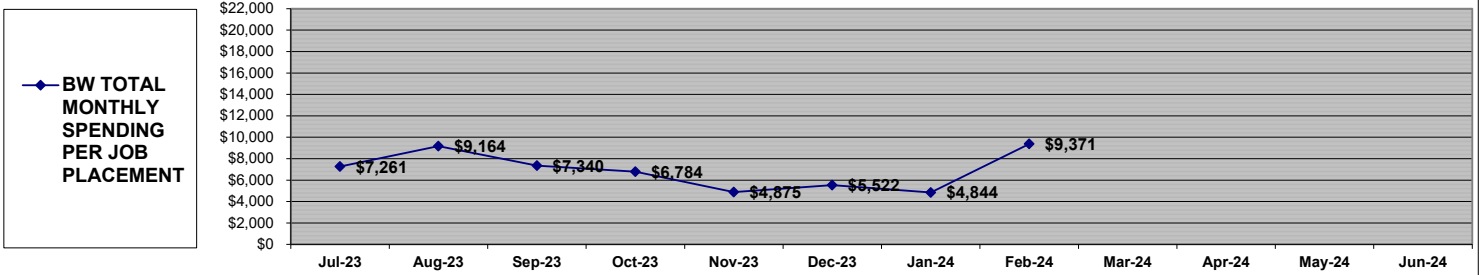
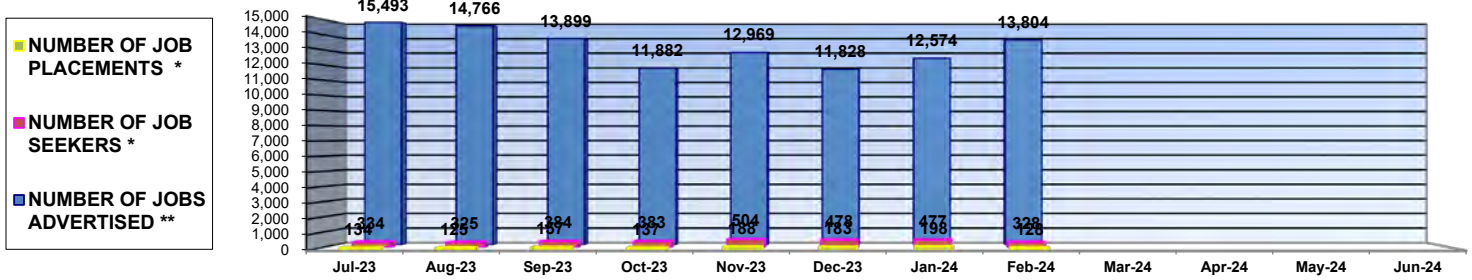
As of March 31, 2024

Revenue PY 2023 - 2024	Annual Budget	WIOA Adult	WIOA Youth	WIOA Disl Wkr	Welfare Transition	NEG Grants	Other Grants	INDIRECT POOL
Carry In Funds From PY 22 - 23	5,736,372	-	163,990	430,397	187,933	1,717,866	3,236,186	
PY 23 - 24 Base Awards	4,154,048	632,152	548,465	625,035	1,105,267	-	1,243,129	
PY 23 - 24 Supplements / Transfers	3,765,780	650,000	-	(516,370)	450,000	3,182,150		
Award Total - Available Funds	13,656,200	1,282,152	712,455	539,062	1,743,200	4,900,016	4,479,315	
LESS planned Carryover For PY 24 - 25	-	-	-	-	-	-	-	
Total Available Revenue	13,656,200	1,282,152	712,455	539,062	1,743,200	4,900,016	4,479,315	

Expenditures								Total Expenditures - 3/31/23	% of Budget - 3/31/23	
Staff Salaries/Fringe Benefits	1,401,800	35,184	54,930	15,843	92,208	587,928	242,642	1,028,735	73.4%	499,443
Program Operations/Business Services	2,828,800	64,787	101,148	29,174	169,792	1,082,613	446,802	1,894,316	67.0%	74,309
Infrastructure/Maintenance Related Costs	919,900	20,064	31,325	9,035	52,584	335,280	138,372	586,660	63.8%	28,197
IT Costs/Network Expenses	407,000	7,497	11,704	3,376	19,647	125,269	51,698	219,191	53.9%	7,296
Contracted One-Stop Services	3,798,400	204,827	266,314	105,006	481,123	438,638	1,112,601	2,608,509	68.7%	-
Customer Training Activities	3,286,300	304,824	80,918	22,489	40,399	1,501,253	314,621	2,264,504	68.9%	-
Customer Support Services	150,000	7,541	9,181	368	16,466	4,125	42,029	79,709	53.1%	-
Indirect Cost (Budgeted at 7% of Direct)	864,000	52,241	32,052	8,420	41,486	269,670	205,375	609,245	70.5%	(609,245)
TOTAL EXPENDITURES	13,656,200	696,966	587,572	193,711	913,704	4,344,776	2,554,139	9,290,869	68.0%	-

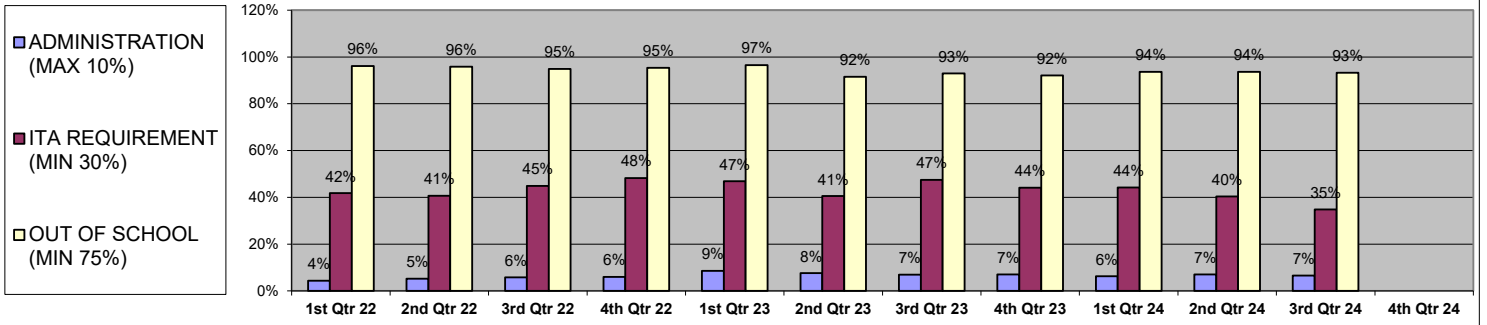
REMAINING AVAILABLE FUNDS	585,186	124,883	345,351	829,496	555,240	1,925,176
% OF FUNDS EXPENDED BY GRANT THROUGH 3/31/24	54.4%	82.5%	35.9%	52.4%	88.7%	57.0%

MONTHLY JOBS REPORT & BW SPENDING PER JOB PLACEMENT



* Source - DOC Monthly Management Reports
 ** Source - HWOL Monthly Job Demand Reports

ANNUAL SPENDING CAPS BY QUARTER



Category	1st Qtr 22	2nd Qtr 22	3rd Qtr 22	4th Qtr 22	1st Qtr 23	2nd Qtr 23	3rd Qtr 23	4th Qtr 23	1st Qtr 24	2nd Qtr 24	3rd Qtr 24	4th Qtr 24
PROGRAM SPENDING:												
ADMINISTRATION (MAX 10%)	151,800	313,374	485,854	678,148	193,893	350,822	496,755	748,288	203,429	429,235	609,245	
PROGRAM ACTIVITIES	3,373,255	5,690,997	7,883,208	10,647,132	2,085,113	4,297,046	6,652,396	9,869,017	3,067,422	5,698,030	8,718,079	
CUSTOMER SPENDING:												
STATE ITA COSTS (MIN 30%)	156,560	267,019	459,397	639,159	218,943	355,097	497,377	565,175	140,134	241,789	340,157	
OTHER PROGRAM COSTS	218,239	389,341	565,417	685,024	247,989	521,175	550,391	716,593	176,993	356,886	637,758	
YOUTH SPENDING:												
IN-SCHOOL	6,131	12,987	24,277	30,364	6,362	32,212	23,010	44,792	13,940	26,367	27,542	
OUT-OF-SCHOOL (MIN 75%)	153,264	296,093	450,860	624,636	178,134	347,893	303,317	521,506	205,123	387,972	380,079	



CURRENT YEAR FEE FOR SERVICE ACTIVITIES (07/01/23 - 03/31/24)

Unrestricted Balances: Cash in Hand \$256,840 Certificates of Deposit \$78,032 Total Cash & Equivalents \$334,872

Unrestricted Balances: Beginning \$290,230 Current Year \$35,557 Total Fund Balance \$325,787

	AARP BTW 50+ & Skills Accelerator		Cocoa Works Program		Ticket to Work & TFF Programs		Foundation Grants & Other Fee for Service Activities		TOTALS	
	% of Revenue		% of Revenue		% of Revenue		% of Revenue		% of Revenue	
Revenue										
Grant Awards	\$ 42,000	100.0	\$ 3,000	100.0	\$ -	-	\$ 20,621	76.3	\$ 65,621	91.1
Contract Revenue	-	0.0	-	0.0	-	-	-	0.0	-	0.0
Sponsorship Revenue	-	0.0	-	0.0	-	-	-	0.0	-	0.0
Donated Revenue	-	0.0	-	0.0	-	-	-	0.0	-	0.0
Charges For Services	-	0.0	-	0.0	-	-	-	0.0	-	0.0
Website Licenses	-	0.0	-	0.0	-	-	-	0.0	-	0.0
Interest Earnings	-	0.0	-	0.0	-	-	6,391	23.7	6,391	8.9
Total Revenue	\$ 42,000	100.0	\$ 3,000	100.0	\$ -	-	\$ 27,012	100.0	\$ 72,012	100.0
Expenses										
Personnel	\$ -	0.0	\$ -	0.0	\$ -	-	\$ -	0.0	\$ -	0.0
Travel / Training	-	0.0	-	0.0	-	-	-	0.0	-	0.0
Outreach	6,681	15.9	-	0.0	-	-	-	0.0	6,681	9.3
Software	-	0.0	-	0.0	-	-	-	0.0	-	0.0
Supplies	68	0.2	-	0.0	-	-	3,345	12.4	3,413	4.7
Equipment	-	0.0	-	0.0	-	-	-	0.0	-	0.0
Professional Services	21,362	50.9	-	0.0	-	-	167	0.6	21,529	29.9
Customer Training	-	0.0	-	0.0	-	-	-	0.0	-	0.0
Customer Support	3,154	7.5	-	0.0	-	-	-	0.0	3,154	4.4
Indirect Costs	1,238	2.9	-	0.0	-	-	439	1.6	1,677	2.3
Total Expenses	\$ 32,504	77.4	\$ -	0.0	\$ -	-	\$ 3,951	14.6	\$ 36,455	50.6
Net Profit (Loss)	\$ 9,496	22.6	\$ 3,000	100.0	\$ -	-	\$ 23,061	85.4	\$ 35,557	49.4

REVISED
05/16/24

Grow the Resources of the Board Report

BOLD Denotes
Revisions or Additions

GRANTS (Federal, State Local Competitive and Non-competitive)				
Resource Information	Amount Awarded	Grant Focus	Current Status	Staff Lead
<p>Grant Name: FAWA - Florida Atlantic Workforce Alliance</p> <p>Timeframe: October 1, 2022 – September 30, 2024</p> <p>Funding Source: WIOA Statewide Funds</p>	<p>\$3,000,000</p>	<p>The purpose of this award is to provide funding for selected Local Workforce Development Boards to assist WIOA eligible participants with training, support services and placement in the offerings available from local school district career and technical education (CTE) programs, adult education providers, local Florida College System institutions, other training vendors and apprenticeship sponsors in support of aviation, aerospace, and defense / advanced manufacturing and cyber-security.</p>	<p>Industry Councils have been meeting regularly. Employer Involvement has increased. Second consortium held 2.21.24. US Chamber Foundation presented on Talent Pipeline Management; Industry Councils presented updates. FAWA webpage to be deliverable for many of the goals (Valuable awareness and resource tool promotes apprenticeships, training opportunities, career pathways, etc.)</p> <p>Soldering Technician bootcamp concluded on 4.13.24 at EFSC Palm Bay. Bootcamp is non-credit and includes 5 soldering IPC certifications in 13 weeks. (4 certifications, PLUS space addendum) 9 students completed the full cohort, (1 did not need the 1st class, and 1 did not take the last class.</p> <p>Employers meet and greet was held- 7 employers met the students. 2 OJTs have been written; 2 more OJTs are anticipated. 1 student got a raise and shift change at her current job.</p> <p>Next Soldering bootcamp to begin July 22nd.</p> <p>Second Code Craft Works Cohort began 4.15.24.</p> <p>19WBTs and 43 ITAs have been written under the FAWA grant this program year.</p> <p>Creation of our FAWA webpage is in progress. This will be a valuable resource for parents, students, educators, employers, workforce development professionals</p>	<p>Stephanie Robinson</p>

GRANTS (Federal, State Local Competitive and Non-competitive)				
Resource Information	Amount Awarded	Grant Focus	Current Status	Staff Lead
			<p>and anyone else interested in the FAWA industries. Webpage draft will be presented at next industry council meetings.</p> <p>Aerospace/Aviation Job Fair to be held at Sands Space Museum August 14, 2024.</p> <p>CSB to sponsor Space Coast Symposium August 23, 2024</p> <p>CSB to participate in Career and Networking event at Astronaut Memorial Foundation 9.14, 2024</p> <p>Partnering with Space Foundation and several other local organizations for awareness initiatives.</p>	
<p>Grant Name: Substance Use Disorder (SUD) Navigator Grant</p> <p>Time Frame: 05/06/21-02/28/24</p> <p>Funding Source: DEO Wagner-Peyser 7 (b)</p> <p>Partner(s): Local agencies involved in SUD treatment & services</p>	\$216,250	<p>This grant is provided to support hiring costs for a designated staff member to plan for and provide services for persons with Substance Use Disease (SUD). This person will utilize the funding to establish connections with existing local resources, as well as to address the stigma and barriers for persons with SUD. The overall goal is to assist in moving these customers to self-sufficient employment.</p>	<p>The Substance Use Disorder navigator grant which focuses on serving reentry, substance use, and others impacted by the opioid crisis. This grant provides workforce solutions to support businesses with hiring and retaining workers in recovery or with substance use disorders (SUD) and helps qualifying job seekers obtain employment leading to self-sufficiency. SUD Navigator is to conduct outreach to the local community partners and employers regarding the benefits of "hiring hidden talents."</p> <p>January-March 2024</p> <ul style="list-style-type: none"> • Although this grant officially ended 2/28/2024, CSB will continue to actively collaborate with community agencies and work with individuals that have been directly and indirectly impacted by substance/opioid use. . • Customer Solutions Facilitators (CSF) facilitated 4 RISE workshops – 12 customers served. 	<p>Caroline Joseph-Paul</p>

GRANTS (Federal, State Local Competitive and Non-competitive)				
Resource Information	Amount Awarded	Grant Focus	Current Status	Staff Lead
			<ul style="list-style-type: none"> • Senior Managing Director attended Brevard County Board of County Commissioners Together in Partnership (TIP) on January 22, 2024 & March 25, 2024. Shared information regarding CSB services. • March 2024, established contacts with Mike Constantine, The RASE project Recovery Advocacy Service Empowerment & Stanley Bizz, Executive Director/Brevard Prevention Coalition. Intent – deepen partnership/collaboration by inviting both agencies to make presentation to CSB staff members regarding their services & potentially host special workshops specifically for individuals directly and indirectly impacted by substance use. Both agencies are now participating in our Crosswalk Agency Referral portal. As such, they are able to refer customers to CareerSource Brevard for employment & training services. 	
<p>Grant Name: “Get There Faster” Salesforce Academy Program Grant</p> <p>Time Frame: 10/01/21 – 06/30/24</p> <p>Funding Source: CareerSource Florida</p> <p>Partner(s): Brevard Public Schools Adult and Community Education, Brevard Public Schools Career and Technical Education, PepUp Tech</p>	\$923,306	This grant is provided to support low-income returning adult learners and youth to connect them with industry-driven credentials. PepUp Tech is a training provider that will offer cohort-based training in Salesforce skill development, a highly desired skillset in the current workforce on a nationwide scale. The grant will fund up to 50 participants for training, work experience and supportive services.	<p>Salesforce training to WIOA eligible adults and youth has completed its 5 Cohorts that produced a total of 53 graduates. While the grant has been extended to June of 2024, training has commenced, and the additional time will allow CSB to continue to serve participants who are still seeking to gain employment.</p> <p>More notable stats are listed below.</p> <ul style="list-style-type: none"> • 38 completed a paid hands-on experience. 	Amberstar Bush

GRANTS (Federal, State Local Competitive and Non-competitive)				
Resource Information	Amount Awarded	Grant Focus	Current Status	Staff Lead
			<ul style="list-style-type: none"> • 31 obtained an in-demand industry-recognized credential. • 45 obtained employment. • 13 closed out of SNAP/TANF due to employment. • \$18 avg wage after participation. 	
<p>Grant Name: Non-Custodial Parent Employment Program (NCPEP)</p> <p>Time Frame: 01/01/23 – 06/30/24</p> <p>Funding Source: State Funds</p> <p>Partner(s): 18th Judicial Circuit , Department of Revenue</p>	\$1,349,861	<p>This grant is provided to support non-custodial parents who are unemployed or underemployed and have difficulty meeting child support obligations to obtain and retain self-sufficient employment and establish a successful pattern of paying child support. Funding supports core services and enhanced services/direct participant support.</p>	<p>C2 is the lead for this grant after exhibiting an excellent partnership already with the 18th Judicial Court & the Florida Department of Revenue. Both agencies refer customers to CSB via the Crosswalk Agency referral system.</p> <ul style="list-style-type: none"> • To date, a total of 119 (goal 120) participants have been enrolled, 44 (goal 56) gained full-time employment, with the average wage at placement of \$15.95 (goal \$15.00) an hour. • 48 have successfully made 1 or more payments towards their child support obligations. Twenty (20) met the criteria of paying 3 out of 6 months child support payments after placement. • 8 approved and 7 participants entered short term occupational skills training at TDI to obtain Commercial Driver’s License (CDL). To date, 6 have successfully completed/3 have entered training related employment. • A total of 83 (goal 60) participants received 1 or more forms of assistance to include, but not limited to, stipends, short-term training, supportive services, rental assistance, and uniform assistance. 	<p>Caroline Joseph-Paul</p>

GRANTS (Federal, State Local Competitive and Non-competitive)				
Resource Information	Amount Awarded	Grant Focus	Current Status	Staff Lead
			Monthly outreach efforts include communicating with customers via text messaging, emails via Employ Florida, social media, and attending various networking and community events.	
<p>Grant Name: Hurricane 2022 (Ian - Nicole Dislocated Worker Grant (DWG))</p> <p>Time Frame: 09/24/2022 - 9/30/2024</p> <p>Funding Source: USDOL through DOE DWG</p> <p>Partner(s): NA</p>	\$6,398,150	Projects for clean-up, demolition, repair, renovation, and reconstruction of destroyed public structures, facilities, and lands within the affected communities.	<p>We received payments in July (\$800,000), August (\$700,000), September (\$232,150), October (\$2,500,000) showing a total increase of \$2,548,150.</p> <p>Current projects include:</p> <ol style="list-style-type: none"> 1. Brevard County Parks and Rec 2. Brevard County Public Works 3. Brevard County Mosquito Control 4. City of Palm Bay 5. City of Cocoa Beach 6. US Fish and Wildlife Dike Repair 7. US Fish and Wildlife Boardwalk Repair 8. Canaveral National Seashore <p>Participants to date: 94</p>	James Watson

UNRESTRICTED REVENUES (Non-governmental funding, Fee for service, Foundation and Corporate giving programs)				
Resource Information	Amount Awarded	Grant Focus	Current Status	Staff Lead
<p>Grant Name: Ticket to Work (TTW) Program</p> <p>Time Frame: Indefinite</p> <p>Funding Source: Social Security Administration</p> <p>Partner(s): Vocational Rehabilitation</p>	\$332,819 To Date	Focused on eligible TTW customers who want to return unsubsidized employment using the Employment Network (EN).	<p>There were no new TTW participants in the 3rd quarter PY 23-24.</p> <p>Staff continue to collaborate with eligible customers who are interested in work or training. EN continues to progress at a modest pace</p>	James Watson
<p>Grant Name: Tobacco Free Florida</p> <p>Time Frame: Indefinite</p> <p>Funding Source: Bureau of Tobacco Free Florida</p> <p>Partner(s): Florida Department of Health</p>	\$55,284 To Date	The Bureau of Tobacco Free Florida (BTFF) partners with Florida RWB's to promote the "3 Free and Easy Ways to Quit" program to help clients quit tobacco and improve their employability. While this program is available free to all Florida residents, the Department of Health targets workforce clients and reward LWDB's for each client referral.	<p>This agreement provides unrestricted revenue.</p> <p>Receipts for PY23-24 third quarter- (01/01/24-03/31/24) is \$350.00.</p>	Marina Stone

UNRESTRICTED REVENUES (Non-governmental funding, Fee for service, Foundation and Corporate giving programs)

Resource Information	Amount Awarded	Grant Focus	Current Status	Staff Lead
<p>Grant Name: AARP BTW50+</p> <p>Time Frame: 12/14/2022 – 12/31/2024</p> <p>Funding Sources: AARP Foundation</p>	<p>\$120,000</p>	<p>This grant focuses on Increasing income and earnings for low-income 50+ individuals by creating connections between mature workers and employers in Brevard County through the AARP Foundation’s BACK TO WORK 50+ program by providing workshops, business learning events, job fairs, and additional support through career training, professional development, and community engagement.</p>	<p>CSB has been selected as one of six partners, selected out of 16 partners, to return for the 2024 program year. An amendment to extend through December of 2024 provided an additional \$60,000 to meet program goals.</p> <p>CareerSource Brevard (CSB) hosted 3 cohorts with 153 registered in the Overview Workshop, Coached 48 people, and report employment for 5 people with an average wage of \$26.35/hr. Our 2024 goal is to coach 90 people and report 28 employed with an average wage of \$14/hr.</p>	<p>Amberstar Bush</p>

CareerSource Brevard (CSB)
Finance Committee Meeting
May 6, 2024

MINUTES

The meeting was held in person and virtually.

Members in Attendance: Shawn Beal (virtually), Colleen Browne (Chair), Wayne Olson (virtually).

Members Absent: Amar Patel

Staff in Attendance: Marci Murphy, Lynn Hudson, Yvonne Kobrin, Holly Paschal, and Jeff Witt.

Guests: None

Colleen Browne called the meeting to order at 3:37pm.

Roll Call: Holly Paschal

Public Comments: There was no public comment.

Action Items:

Approval of Finance Committee Minutes

Motion to approve the Finance Committee minutes for February 5, 2024, made by Shawn Beal and seconded by Wayne Olson. Motion passed unanimously.

Discussion/Information Items:

Update on Fiscal Consolidation

Marci Murphy announced that we have a new CFO on board, Yvonne Kobrin. Yvonne is the new CFO at CSB and is also a CPA and has worked in the workforce system for numerous years. Her last position was at CareerSource Broward. Ms. Murphy stated Yvonne has stepped in and has done an outstanding job the last 30 days.

Yvonne Kobrin introduced herself and shared her professional workforce development background with the committee. Ms. Kobrin gave an update on the fiscal consolidation status as well as the assistance she is currently providing THMP during this monitoring session.

President's Report

Ms. Murphy shared updates on the consolidation, and informed that a new RFP for youth services in Volusia and Flagler Counties was released on April 4th with a bidders' conference that was held in Volusia County on April 17th. A recommendation for services will be ready the end of May for the new board to vote on the decision. Florida Commerce wants the new board stood up and voting in the new service provider before June 30th.

C2 will be assuming one-stop and career services in Flagler and Volusia on July 1st while continuing their services here in Brevard to include Brevard's youth services.

Consolidation workgroups have started, and some are well on their way.

Ms. Murphy shared that CSB has hired a consulting firm, HRCC to review our compensation process, job titles, job descriptions and salary ranges. HRCC is on track to complete their project at the end of May and plan to present at our June 13th board meeting.

The Counties are close to bringing the interlocal agreement (ILA) and the new designation to their county commissions in May. The new designation will be brought before the Brevard County Board of Commissioners tomorrow and may also vote on the ILA.

Ms. Murphy informed the committee that she is working on the new bylaws for the board with the current CSB attorney.

She also shared that the new region number will be 27, and as of right now, the new name is CareerSource Brevard Flagler Volusia or CareerSource BFV as a shorten version.

Ms. Murphy stated that she is planning an all-staff in Daytona in August.

Financial Reports

Yvonne Kobrin presented the Budget to Actual Report as of March 31, 2024.

Vendor Payment Report

Staff reviewed the Vendor Payment report from January 1, 2024, through March 31, 2024.

Adjournment:

The meeting adjourned at 3:54pm.

Submitted by,

Reviewed by,

(Signature on file)
Holly Paschal

5/13/2024
Date

(Signature on file)
Colleen Browne, Chair

5/13/2024
Date

CareerSource Brevard (CSB)
Executive Committee Meeting
May 6, 2024

MINUTES

Members in Attendance: Mary Jane Brecklin, Colleen Browne, Lloyd Gregg (Chair), Mike Menyhart.

Members Absent: Pamela Reed.

Staff in Attendance: Marci Murphy, Holly Paschal, and Jeff Witt.

Guests: None

Lloyd Gregg called the meeting to order at 4:00pm.

Roll Call: Holly Paschal

Public Comments: There was no public comment.

Presentations:
No presentations

Action Items:

Approval of Executive Committee Minutes

Motion to approve the Executive Committee minutes for February 5, 2024, made by Mike Menyhart and seconded by Mary Jane Brecklin. Motion passed unanimously.

Approval of President's 23/24 Goals & Bonus

Marci Murphy presented the President's Completed Goals for the Program Year 2023-2024 and explained each of the four goals. Ms. Murphy explained the steps that were taken to successfully achieve each of the goals and the outcomes of each goal. Her goals were focused on Goal 1 - Letter Grades, Goal 2- Florida's Workforce Consolidation, Goal 3- Manage the Florida Workforce Alliance Grant, and Goal 4- Manage the Dwyer Project.

Per the President's Incentive Compensation Contract Language, it states, "Employee is eligible for incentive compensation. The incentive compensation fund is a percentage of the Employee's annual base salary at the beginning of the fiscal year. Actual payment of the incentive compensation is based upon attainment of pre-determined goals mutually established by the CSB Executive Committee and the Employee. The target incentive amount is 15%. Each goal is weighted and contains a Threshold Objective (75%), a Target Objective (100%), and a Superior Objective (150%). A Threshold Objective for a goal must be met to receive any kind of incentive compensation for that goal."

Please see the Incentive Table for Program Year 2023-2024 below that was shared with the committee.

Incentive Table 23-24

	Goal 1 (10%)	Goal 2 (40%)	Goal 3 (30%)	Goal 4 (20%)	Total
Threshold 75%	X				
Target 100%				X	
Superior 150%		X	X		
Factor	.75 x10 =7.5	1.5 x40=60	1.5 x30=45	1 x20=20	132.5%
Total Score = 132.5% of 15% = 19.9%					
Incentive (133,848 X .199) = 26,636					



Executive Committee Chair, Lloyd Gregg recommended that the Committee receive a follow up email in July of the President's ending goal results.

Motion to approve the President's Completed Goals for PY 2023-2024 and Incentive Compensation of 19.9% of the President's Annual Base Salary with the option of increasing it to 20.6% if partial Superior (45-49) or 21.4% if full Superior (50 or more) is met on Goal #4 by July 12, 2024, made by Colleen Browne, and seconded by Mike Menyhart. Motion passed unanimously.

Discussion/Information Items:

Finance Committee Report Out

Finance Committee Chair, Colleen Browne gave a report of the Finance Committee meeting activities.

Presidents Report

Marci Murphy announced that we have a new CFO on board. Yvonne Kobrin is a CPA and has worked in the workforce system for numerous years. Her last position was at CareerSource Broward. Ms. Murphy stated Yvonne has stepped in and has done an outstanding job for the last 30 days.

Ms. Murphy informed the committee that there are lots of technical and legal questions we are working through with this consolidation, and we are trying to ensure we are not responsible for the financial issues of CSFV's past, however we will be responsible for this year so next year, which is in less than 60 days, we will be responsible for two closeouts, two audits, and two state monitorings.

Ms. Murphy shared updates on the consolidation, and informed that a new RFP for youth services in Volusia and Flagler Counties was released on April 4th with a bidders' conference that was held in Volusia County on April 17th. A recommendation for

services will be ready the end of May for the new board to vote on. Florida Commerce wants the new board stood up and voting in the new service provider before June 30th.

Ms. Murphy shared that C2 will be assuming one-stop and career services in Flagler and Volusia on July 1st while continuing their services here in Brevard to include Brevard's youth services. She informed that consolidation workgroups have started, and some are well on their way. She also informed the committee that we have hired a consulting firm to review our compensation process, job titles, job descriptions, and salary ranges; they are on track to complete their project at the end of May, and will present at the June 13th board meeting.

Ms. Murphy informed the committee that she is working on the new bylaws for the board with our attorney. She stated that the counties are close to bringing the interlocal agreement (ILA) and the new designation to their county commissions in May. The new designation will be brought before the Brevard Commission tomorrow and quite possibly the ILA, however, the ILA might also occur on May 21.

She also shared that the new region number will be 27, and as of right now, the new name is CareerSource Brevard Flagler Volusia.

Ms. Murphy informed the committee that we're planning an all-staff event in August.

Ms. Murphy shared the Federal and State rules for appointing board members for the new board. She shared that Brevard would have 13 seats, Volusia will have 12 seats, and Flagler will have three seats. She also informed the committee that 51% or more seats must be business board members.

Lastly,

Grow the Resources of the Board

A matrix was shared showing grant opportunities, unrestricted revenue projects and partnerships that CSB is pursuing to help grow the resources of the Board.

Adjournment:

The meeting adjourned at 5:00pm.

Submitted by,

Reviewed by,

{Signature on file}

Holly Paschal

5/13/2024

Date

{Signature on file}

Lloyd Gregg, Chair

5/13/2024

Date

CareerSource Brevard

Industry Workforce Committee

January 16, 2024

Minutes

The meeting was held in person and virtually via Microsoft Teams.

Members in Attendance: Mike Menyhart (Chair), Art Hoelke, Traci Klinkbeil, Trudy McCarthy, Nancy Peltonen and Rachel Rutledge

Members Absent: Kristen Bakke, Rohit Ghosh, Karen Houston, Jeff Jurinak, Frank Margiotta, D. Travis Proctor, Cordell Rolle

Staff in Attendance: Marci Murphy, Joy Bartlett, Amberstar Bush, Thomas LaFlore, Denise Biondi, Melissa Byers, Lisa Fitz-Coy, Michelle Jones, Mary Keen, Deserine Morgan, Lori Robinson, Stephanie Robinson, Marina Stone, James Watson and Kimberly Weatherby

C2 Staff in Attendance: Caroline Joseph-Paul, Julie Berrio, Ahmanee Collins-Bandoo, Linda Hadley, Melissa Janssen, Bob Knippel, Ramsey Olivarez, Sally Patterson. Kory Sillerud from the Career Center

Guests in Attendance:

Trish McGetrick, CareerSource Flagler Volusia Outreach and Special Projects Director

Call to Order:

Mike Menyhart (Chair) called the meeting to order at 8:32am and roll call was taken.

Public Comment:

There was no public comment.

Presentation:

A presentation on Education and Industry Consortium was shared. The REACH Act Implementation required several system wide improvements; one is the implementation of the Education and Industry Consortium. The goal is to ensure education and industry are discussing talent needs and education offerings along with sharing information with local workforce development boards. Policy requirements, meetings, reports, consortium members and next steps were outlined. The Chair shared that this is one of the many first steps in the consolidation process.

Action Items:

Approval of Industry Workforce Operations Committee Minutes of October 10, 2023

Motion to approve the Minutes from the October 10, 2023 meeting was made by Nancy Peltonen. Art Hoelke seconded the motion. The motion passed unanimously.

President's Update

Marci Murphy shared an update on the consolidation efforts. On October 13th FloridaCommerce announced that CSB would assume responsibilities as the fiscal agent for CareerSource Flagler Volusia (CSFV). CSB has hired a temporary CFO for CSFV through June 30th, created a Fiscal Agent agreement that was approved by the CSFV Board of Directors in December. Florida Commerce had additional edits to the agreement so both Board Chairs and the Counties of Volusia and Flagler will need to sign the document. New bank accounts were created as well. On January 8th, CSB officially assumed responsibilities as the fiscal agent for CSFV. Two staff members were hired by CSB to work the fiscal agent duties. The county attorneys of Brevard, Flagler and Volusia have started working on the new interlocal agreement that needs to be in place NLT June 30, 2024. Unemployment rates were shared from November 2023 and the US was at 3.7%, Florida was at 2.9% and Brevard was at 3.2%. Lightcast released the 2023 Talent Attraction Scorecard, ranking Florida as the #1 state in the nation for attracting and developing a talented workforce for the second year in a row. In December, FloridaCommerce announced that Florida's labor force continues to thrive, outpacing the nation in over-the-year growth for 30 consecutive months. Florida was also ranked #1 for entrepreneurship by researchers at The Digital Project Manager with more than 2.8 million business formations.

Discussion/Information Items:

Committee Goal Status

Staff reviewed the matrix of the Industry Workforce Committee including the Goals, Objectives, Strategies, Actions, Timeframes and Status of each strategy. Brief presentations about the Aviation/Aerospace and Construction Sectors along with the Rapid Response Coordinator updates were shared by members of the Business Services Team.

Business Services Quarterly Review Presentation

A presentation was shared that highlighted CSB Recruiting Events, Job Fairs, Workshops, Presentation and Panels and Business Learning Events along with a Fact Sheet for July 1, 2023 through December 31, 2023.

Multimedia Outreach Presentation

The Outreach Department shared a presentation of social media, direct email marketing and paid advertising and other activities from July 2023 through December 2023.

Adjourn:

There being no further discussion or business, Mike Menyhart adjourned the meeting at 9:41am.

Respectfully submitted,

Reviewed by,

{signature on file}

Marina Stone

02/07/24

Date

{signature on file}

Mike Menyhart, Chair

02/07/24

Date

CareerSource Brevard

Industry Workforce Committee

April 9, 2024

Minutes

The meeting was held in person and virtually via Microsoft Teams.

Members in Attendance: Kristin Bakke, Mike Menyhart (Chair), Art Hoelke, Jeff Jurinak, Traci Klinkbeil, Frank Margiotta, Trudy McCarthy, Nancy Peltonen D. Travis Proctor, Cordell Rolle and Rachel Rutledge

Members Absent: Rohit Ghosh

Staff in Attendance: Marci Murphy, Amberstar Bush, Thomas LaFlore, Denise Biondi, Melissa Byers, Michelle Jones, Mary Keen, Deserine Morgan, Lori Robinson, Stephanie Robinson, Marina Stone, James Watson Kimberly Weatherby and Jeff Witt

C2 Staff in Attendance: Chakib Chehadi, Caroline Joseph-Paul, Julie Berrio, John Bonsignore, Ahmanee Collins-Bandoo, Linda Hadley, Melissa Janssen, Bob Knippel, Sally Patterson. Kory Sillerud and Kristine Wolff from the Career Center

Guests in Attendance:

None

Call to Order:

Mike Menyhart (Chair) called the meeting to order at 8:32am and roll call was taken.

Public Comment:

Nancy Peltonen expressed that Stephanie Robinson has been outstanding in assisting individuals with employment opportunities and networking connections.

Presentation:

A presentation on Business Services at Work in Brevard was shared. Information presented included meeting the needs of Brevard's businesses including recruiting events, job postings and job fairs, training program overview, work-based training opportunities, online learning for employees of businesses labor market information, grant opportunities and survey results of the services provided to businesses. A listing of services that CSB provides was also shared; discussion ensued. Two areas of employers looking for training were in Blueprint Reading and QuickBooks. Staff will connect with the committee members who requested this information.

Action Items:

Approval of Industry Workforce Operations Committee Minutes of January 16, 2024

Motion to approve the Minutes from the January 16, 2024, meeting was made by Travis Proctor. Kristin Bakke seconded the motion. The motion passed unanimously.

President's Update

Marci Murphy shared an update on the consolidation efforts and fiscal agent status. Unemployment rates were shared from February 2024 and the US was at 3.9%, Florida was at 3.1% and Brevard was at 3.3%. Based on the first ever Florida Manufacturing Report, Florida's manufacturing GDP has grown from \$43.5 billion in 2014 to \$73 billion in 2022, a 67.8% growth rate over 9 years. Marci also stated that in February the Palm Bay-Melbourne-Titusville MSA had the second highest annual job growth compared to all the metro areas in the state in the Manufacturing (+1,400 jobs) industry. Take aways from Lightcast, a leading labor market analysis organization are the great resignation is running in reverse; normal doesn't feel normal and small companies and service industries are driving growth.

Discussion/Information Items:

Committee Goal Status

Staff reviewed the matrix of the Industry Workforce Committee including the Goals, Objectives, Strategies, Actions, Timeframes and Status of each strategy. Brief presentations about the Aviation/Aerospace and Construction Sectors along with the Rapid Response Coordinator updates were shared by members of the Business Services Team.

Business Services Quarterly Review Presentation

A presentation was shared that highlighted CSB Recruiting Events, Job Fairs, Workshops, Presentation and Panels and Business Learning Events along with a Fact Sheet for July 1, 2023, through March 31, 2024.

Multimedia Outreach Presentation

The Outreach Department shared a matrix of social media, direct email marketing and paid advertising and other activities from January 2024 through March 2024.

Adjourn:

There being no further discussion or business, Mike Menyhart adjourned the meeting at 10:04am.

Respectfully submitted,

Reviewed by,

{signature on file} 04/20/24
Marina Stone Date

{signature on file} 04/20/24
Mike Menyhart, Chair Date

CareerSource Brevard

Career Center Committee

January 23, 2024

Minutes

The meeting was held in person and virtually using Microsoft Teams.

Members in Attendance: Pamela Reed Chair, Shawn Beal, Lorri Benjamin, Robert Gramolini, Leslie Jones, Karen Locke, Tory Lovelace, Nuno Mana, Ricardo Romeau, Monica Shah and Holly Tanner

Members Absent: Jimmy Lane and Theodore Pobst

Staff in Attendance: Marci Murphy, Denise Biondi, Amberstar Bush, Lisa Fitz-Coy, Mary Keen, Michelle Jones, Thomas LaFlore, Deserine Morgan, Lori Robinson, Erma Shaver, Marina Stone, James Watson and Kimberly Weatherby

C2 Staff in Attendance: Chakib Chehadi, Caroline Joseph-Paul, Ahmanee Collins-Bandoo, Melissa Janssen, Bob Knippel, Ramsey Oliverez, Sally Patterson and Kory Sillerud of CareerSource Brevard (CSB) Career Centers.

Guests in Attendance: There were no guests in attendance.

Call to Order:

Pamela Reed, Chair called the meeting to order at 8:32am at CareerSource Brevard (CSB).

Public Comment:

There was no public comment.

Spotlight Presentations:

HOPE Grant

A presentation on the HOPE Grant which outlined the HOPE Florida Initiative spearheaded by Florida's First Lady Casey DeSantis. Community collaboration, beneficiaries, services offered by HOPE Navigators through the Pathway to Prosperity and referrals to workforce were shared.

Show Me the Money

A presentation was shared highlighting grants that continue to excel and receive additional funding. An overview of the funding source, award, duration, target, and purpose for the AARP Foundation BACK TO WORK 50+ Program, Non-Custodial Parent Employment Program and Hurricane Ian were shared.

Action Items:

Approval of Career Center Committee Minutes of October 24, 2023

Motion to approve the Minutes from the October 24, 2023, meeting was made by Shawn Beal. Lorri Benjamin seconded the motion. The motion passed unanimously.

President's Report

Marci Murphy shared an update on the consolidation efforts. On October 13th Florida Commerce announced that CSB would assume responsibilities as the fiscal agent for CareerSource Flagler Volusia (CSFV). CSB has hired a temporary CFO for CSFV through June 30th, created a Fiscal Agent agreement that was approved by the CSFV Board of Directors in December. Florida Commerce had additional edits to the agreement so both Board Chairs and the Counties of Volusia and Flagler will need to sign the document. New bank accounts were created as well. On January 8th, CSB officially assumed responsibilities as the fiscal agent for CSFV. Two staff members were hired by CSB to work the fiscal agent duties. The county attorneys of Brevard, Flagler and Volusia have started working on the new interlocal agreement that needs to be in place NLT June 30, 2024. Unemployment rates were shared from December 2023 and the US was at 3.7%, Florida was at 3.0% and Brevard was at 3.1%. Lightcast released the 2023 Talent Attraction Scorecard, ranking Florida as the #1 state in the nation for attracting and developing a talented workforce for the second year in a row. In December, Florida Commerce announced that Florida's labor force continues to thrive, outpacing the nation in over-the-year growth for 30 consecutive months. Florida was also ranked #1 for entrepreneurship by researchers at The Digital Project Manager with more than 2.8 million business formations.

Discussion/Information Items:

Q2 Career Center Efforts Presentation

During the second quarter of PY23-24, C2 GPS shared a presentation on enrollment, employment and program highlights, metrics, hiring events, job seeker workshops, community partner engagement, and customer satisfaction feedback results.

Business Engagement Presentation

A presentation was shared that highlighted CSB Recruiting Events, Job Fairs, Workshops, Presentation and Panels and Business Learning Events. A fact sheet was shared for July 1 – December 31, 2023.

Business Use of CareerSource Brevard (CSB) Business Services

The goal in CSB's Strategic Plan is to create a Career Center model that is one of the top choices for career seekers and businesses in Brevard by offering quality workforce products and services. Data was shared showing the number of unique businesses who received a service and also the number of services those businesses used. This information is shared annually to be used as a piece of the total analysis about the business use of CSB. Marci Murphy suggested sending out our service codes for members in a survey so that employers could share what services are most helpful to them and if there were any other services that CSB offers that would be helpful to them.

Q2 Multimedia Outreach Presentation

The Outreach Department highlighted quarterly activities from July through December 2023. Analytics for the CSB website and social media platforms were shared. Several multimedia campaigns were discussed.

Q2 Performance Reporting Presentation

A visual presentation of data was shared about performance measures including Quarter 2 entered employment rate, average hourly wage, retention rate, credential attainment rate and measurable skills gains.

Q2 Contractor Performance PY 2023-2024

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 has met the required number of measures to be eligible to earn dollars for Element A and were also successful in exceeding the performance criteria to be paid on Element B.

Primary Indicators of Performance

Common Measures are required by the Workforce Innovation and Opportunity Act (WIOA). Data was shared showing past performance along with actual performance through the second quarter of PY23-24. Goals for PY23-24 were also shared. All performance goals were met or exceeded for the second quarter of PY23-24.

Letter Grade Performance Scorecard

The letter grade scoresheet was shared for the second quarter of PY 2023-2024 with a grade of B and score of 86.6%.

Strategies and Goals Matrix

Staff reviewed the matrix of the Career Center Committee including the Goal, Objectives, Strategies, Actions, Timeframes and Status of each strategy.

Adjourn:

There being no further discussion or business, Pamela Reed, Chair adjourned the meeting at 9:50am.

Respectfully submitted,

Reviewed by,

{signature on file}
Marina Stone

02/09/24
Date

{signature on file}
Pamela Reed, Chair

02/09/24
Date

CareerSource Brevard

Career Center Committee

April 23, 2024

Minutes

The meeting was held in person and virtually using Microsoft Teams.

Members in Attendance: Pamela Reed Chair, Shawn Beal, Lorri Benjamin, Robert Gramolini, Leslie Jones, Karen Locke, Tory Lovelace, Nuno Mana, Theodore Pobst and Holly Tanner

Members Absent: Jimmy Lane and Monica Shah

Staff in Attendance: Marci Murphy, Denise Biondi, Amberstar Bush, Mary Keen, Michelle Jones, Thomas LaFlore, Deserine McArthur, Lori Robinson, Erma Shaver, Marina Stone, James Watson and Kimberly Weatherby

C2 Staff in Attendance: Chakib Chehadi, Caroline Joseph-Paul, Julie Berrio, John Bonsignore, Jessica Clements, Linda Hadley, Melissa Janssen, Bob Knippel, Sally Patterson, Kory Sillerud, Aaron Smith and Kristine Wolff of CareerSource Brevard (CSB) Career Centers.

Guests in Attendance: There were no guests in attendance.

Call to Order:

Pamela Reed, Chair called the meeting to order at 8:33am at CareerSource Brevard (CSB).

Public Comment:

There was no public comment.

Spotlight Presentations:

C2 GPS Career Center Transition PY 24-25

A presentation was shared outlining what steps have been taken by CareerSource Brevard's One-Stop Operator, C2 GPS, to transition the inclusion of CareerSource Flagler Volusia effective July 1, 2024. Transition plans, goals and meeting content was outlined.

Action Items:

Approval of Career Center Committee Minutes of January 23, 2024

Motion to approve the Minutes from the January 23, 2024, meeting was made by Robert Gramolini. Shawn Beal seconded the motion. The motion passed unanimously.

President's Report

Marci Murphy shared an update on the consolidation efforts and fiscal agent status. A Request for Proposal for youth services for the Flagler Volusia County areas was released. Unemployment rates were shared from March 2024 and the US was at 3.8%, Florida was at 3.2% and Brevard was at 3.4%. Marci also stated that in February the Palm Bay-Melbourne-Titusville MSA had the second and third highest annual job growth compared to all the metro areas in the state in the Information Technology, Education and Health

Services, Manufacturing and the Mining, Logging and Construction industries. Take aways from Lightcast, a leading labor market analysis organization are the great resignation is running in reverse; normal doesn't feel normal and small companies and service industries are driving growth. Ms. Murphy asked committee members if they were seeking less turnover in their organizations. A few agreed that they were seeing less turnover but they were also experiencing a smaller job candidate pool which lacks quality applicants. Lastly, this is the last committee meeting under the name of CareerSource Brevard. The new entity after consolidation will be CareerSource Brevard Flagler Volusia and will be defined as Region 27. After the interlocal agreement is signed, the governance board will select the new Board of Directors. She foresees postponing first quarter PY24-25 committee meetings and hopes to resume in the second quarter of PY24-25.

Discussion/Information Items:

Q3 Career Center Efforts Presentation

During the third quarter of PY23-24, C2 GPS shared a presentation on enrollment, employment and program highlights, metrics, hiring events, job seeker workshops, community partner engagement, and customer satisfaction feedback results.

Business Engagement Presentation

A presentation was shared that highlighted CSB Recruiting Events, Job Fairs, Workshops, Presentation and Panels and Business Learning Events. A fact sheet was shared for July 1, 2023– March 31, 2024.

Q3 Multimedia Outreach Presentation

The Outreach Department highlighted quarterly activities from July 2023 through March 2024. Analytics for the CSB website and social media platforms were shared. Several multimedia campaigns were discussed.

Q3 Performance Reporting Presentation

A visual presentation of data was shared about performance measures including Quarter 2 entered employment rate, average hourly wage, retention rate, credential attainment rate and measurable skills gains.

Q3 Contractor Performance PY 2023-2024

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 has met the required number of measures to be eligible to earn dollars for Element A and were also successful in exceeding the performance criteria to be paid on Element B.

Primary Indicators of Performance

Common Measures are required by the Workforce Innovation and Opportunity Act (WIOA). Data was shared showing past performance along with actual performance through the second quarter of PY23-24. Goals for PY23-24 were also shared. All performance goals were met or exceeded for the second quarter of PY23-24 except the Youth Credential Attainment and Youth Measurable Skills Gain.

Letter Grade Performance Scorecard

The letter grade scoresheet was shared for the second quarter of PY 2023-2024 with a grade of B and score of 86.46%.

Strategies and Goals Matrix

Staff reviewed the matrix of the Career Center Committee including the Goal, Objectives, Strategies, Actions, Timeframes and Status of each strategy.

Adjourn:

There being no further discussion or business, Pamela Reed, Chair adjourned the meeting at 9:50am.

Respectfully submitted,

Reviewed by,

{signature on file}
Marina Stone

05/01/24
Date

{signature on file}
Pamela Reed, Chair

05/01/24
Date