



**Career Services Committee Meeting  
Thursday, January 28, 2021  
3:00 p.m.**

**MINUTES**

**MEMBERS PRESENT:** Kathleen Plinske, Paul Bough, Amy Albee-Levine, Andrew Abu, Keira des Anges, Mark Havard, Ed James, David Sprinkle, and Jim Sullivan

**MEMBERS ABSENT:** Bryan Orr, Al Trombetta and Melanie Stefanowicz

**STAFF PRESENT:** Pam Nabors, Mimi Coenen, Leo Alvarez, Lisa Burby, Nilda Blanco, Jason Lietz, Audrey Hardin, Lesley Harris, Kierstyn Bishop and Kaz Kasal

Agenda Item	Topic	Action Item / Follow Up Item
1	<p><b>Welcome</b> Dr. Plinske, Committee Co-Chair, called meeting to order at 3:03 p.m.</p>	
2	<p><b>Roll Call / Establishment of Quorum</b> Ms. Kasal reported a quorum present.</p>	
3	<p><b>Public Comment</b> A member of the public, Mr. Mohamed Chaoudi, provided his comments.</p>	
4	<p><b>Action Items</b> <u>Approval of Minutes</u></p> <ul style="list-style-type: none"> <li>Reviewed minutes from 11/19/20 Career Services Committee meeting (attachment).</li> </ul>	<p><b>Mr. Abu made a motion to approve the minutes from the 11/19/20 Career Services Committee meeting. Ms. des Anges seconded; motion passed unanimously.</b></p>
5	<p><b>Information and Discussion</b> <u>Scorecard – 7/1/20 thru 12/31/20 (attachment)</u></p> <ul style="list-style-type: none"> <li>Reviewed scorecard for time period 7/1/20 thru 12/31/20. Also, reviewed Help Is Here outcomes, FY 20-21 state performance metrics and an analysis of local priorities current vs. previous fiscal years.</li> </ul> <p><u>Youth Scorecard and Analysis (attachment)</u></p> <ul style="list-style-type: none"> <li>Reviewed youth activities and key program outcomes for FY 20-21.</li> <li>Reviewed opportunities for improvement by increasing enrollments and expanding work experience.</li> </ul> <p><u>Business Services Strategies (attachment)</u></p> <ul style="list-style-type: none"> <li>Reviewed business service activities for time period 7/1/20 thru 12/31/20.</li> <li>Reviewed business services strategies with the primary focus to increase job placements. Also reviewed Immediate Impact Team initiative: staff assigned as full-cycle recruiters providing</li> </ul>	



	enhanced services for businesses.  Committee concurred and commended staff on strategies both current and planned.	
6	<u>Other Business</u> Ms. Coenen encouraged Committee to attend Orlando Business Journal's "Future of Workforce" virtual event on 2/4/21 (attachment). Ms. Nabors and Dr. Shugart will be participating.	
7	<b>Adjournment</b> Meeting adjourned at 4:21 p.m.	

Respectfully submitted,

Kaz Kasal  
Executive Coordinator