



DRAFT
Career Services Committee Meeting
Thursday, February 15, 2024, 3:00 p.m.
MINUTES

MEMBERS PRESENT: Andrew Albu, Casey Ferguson, Mark Havard, Karen Hogans, Ed James, Molly Kostenbauder, Ben Larry, Snak Nakagawa, Jonathan Shaefer and Dr. Vazquez

MEMBERS ABSENT: Kristin Gray and Sean Donnelly

STAFF PRESENT: Nilda Blanco, Tadar Muhammad, Marcela DeFaria, Sean Masherella, Christine Jolliff and Kaz Kasal

Agen da Item	Topic	Action Item / Follow Up Item
1	<p>Welcome Mr. Albu, Committee Chair, called the meeting to order at 3:03 p.m. Mr. Albu welcomed new board members Mr. Jonathan Schaefer, with Kalos Services and Casey Ferguson with Casey Ferguson Cattle LLC. Previously, Mr. Ferguson was serving as a non-board member on this committee.</p>	
2	<p>Roll Call / Establishment of Quorum Ms. Kasal reported a quorum present.</p>	
3	<p>Public Comment None offered.</p>	
4	<p>Approval of Minutes</p> <ul style="list-style-type: none"> • Reviewed draft minutes from 11/16/23 Career Services Committee meeting (attachment). 	<p>Mr. Havard made a motion to approve the minutes from the 11/16/23 Career Services Committee meeting. Mr. Nakagawa seconded; motion passed unanimously.</p>
5	<p>Information / Discussion / Action Items</p> <p><u>Scorecard – 2nd Quarter</u></p> <ul style="list-style-type: none"> • Reviewed scorecard through 2nd quarter (7/1/23 thru 12/31/23) (attachment). <p><u>Update – Training Investments PY 23-24</u></p> <ul style="list-style-type: none"> • Reviewed update on training investment activities and by industry. Discussed strategies and where to prioritize remaining resources (attachment). <p><u>Feedback:</u></p> <ul style="list-style-type: none"> – It is important to change strategy to business alignment first and occupations in demand to keep current with employer needs. – CSCF should proactively promote career awareness of demand occupations. – CSCF could consider funding partners that can support customers and meet employer needs to expand reach. – Continue to focus and increase awareness on STEM careers is good. – CSCF should take a deeper dive with career seekers to assess if they are a good match to the job for the long term. <ul style="list-style-type: none"> ○ Provide personality testing – does temperament and value-set fit 	<p><i>Staff to provide an update on programs that are closing at next meeting.</i></p> <p><i>Staff to present recommendations on training strategies for next PY at the next meeting.</i></p>

<p>for job?</p> <ul style="list-style-type: none"> ○ Assessments – do they have the aptitude for the job? ○ Education background ○ Include Scenario Assessment ○ More focus on interviewing skills and behavior-based interviewing ○ Dress for job ○ Check with State on Xello application used by CTE programs. <p><u>Summer Youth Employment Program</u></p> <ul style="list-style-type: none"> ● Reviewed 2024 Summer Youth Employment Programming Tracks: Explore, Engage and Experience, with each track for specific age group. Also reviewed target enrollments per track (attachment). ● Application period to close by 4/1/24. <p>1. <u>Providers Recommendations for Approval</u> Reviewed action memo with staff recommendation to renew contracts of the program provider vendors, as listed in memo, from last program year.</p> <p><u>Federal Performance Update</u></p> <ul style="list-style-type: none"> ● Reviewed Federal Indicators of Performance for 4th quarter of PY 2022-2023 and 1st quarter of PY 2023-2024, actual vs. goal. ● Reviewed monitoring results for PY 2022-2023 (attachment). 	<p>Mr. Schaefer made a motion to approve, for Board’s final approval, renewal of contracts with program provider vendors, as listed on “Explore Program” chart of action memo, with budget not to exceed \$485,000. Mr. James seconded, with Dr. Kostenbauder and Dr. Vazquez abstaining; motion passed.</p> <p>Mr. Ferguson made a motion to approve, for Board’s final approval, renewal of contracts with program provider vendors, as listed on “Engage Program” chart of action memo, with budget not to exceed \$448,000. Dr. Vazquez seconded; motion passed</p>
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	<u>Grant Updates</u> <ul style="list-style-type: none">Reviewed an update on grants awarded and duration of grant (attachment).	
6	<u>Other Business</u> <ul style="list-style-type: none">None.	
7	Adjournment Meeting adjourned at 4:32 p.m.	

Respectfully submitted,

Kaz Kasal
Executive Board Coordinator

FORM 8B MEMORANDUM OF VOTING CONFLICT FOR COUNTY, MUNICIPAL, AND OTHER LOCAL PUBLIC OFFICERS

LAST NAME—FIRST NAME—MIDDLE NAME Kostenbauder, Molly		NAME OF BOARD, COUNCIL, COMMISSION, AUTHORITY, OR COMMITTEE CareerSource Central Florida / Career Services Committee	
MAILING ADDRESS 100 Weldon Blvd.		THE BOARD, COUNCIL, COMMISSION, AUTHORITY OR COMMITTEE ON WHICH I SERVE IS A UNIT OF:	
CITY Sanford	COUNTY Seminole	<input type="checkbox"/> CITY <input type="checkbox"/> COUNTY <input checked="" type="checkbox"/> OTHER LOCAL AGENCY	
DATE ON WHICH VOTE OCCURRED 2/15/24		NAME OF POLITICAL SUBDIVISION:	
		MY POSITION IS: <input type="checkbox"/> ELECTIVE <input checked="" type="checkbox"/> APPOINTIVE	

WHO MUST FILE FORM 8B

This form is for use by any person serving at the county, city, or other local level of government on an appointed or elected board, council, commission, authority, or committee. It applies to members of advisory and non-advisory bodies who are presented with a voting conflict of interest under Section 112.3143, Florida Statutes.

Your responsibilities under the law when faced with voting on a measure in which you have a conflict of interest will vary greatly depending on whether you hold an elective or appointive position. For this reason, please pay close attention to the instructions on this form before completing and filing the form.

INSTRUCTIONS FOR COMPLIANCE WITH SECTION 112.3143, FLORIDA STATUTES

A person holding elective or appointive county, municipal, or other local public office **MUST ABSTAIN** from voting on a measure which would inure to his or her special private gain or loss. Each elected or appointed local officer also **MUST ABSTAIN** from knowingly voting on a measure which would inure to the special gain or loss of a principal (other than a government agency) by whom he or she is retained (including the parent, subsidiary, or sibling organization of a principal by which he or she is retained); to the special private gain or loss of a relative; or to the special private gain or loss of a business associate. Commissioners of community redevelopment agencies (CRAs) under Sec. 163.356 or 163.357, F.S., and officers of independent special tax districts elected on a one-acre, one-vote basis are not prohibited from voting in that capacity.

For purposes of this law, a "relative" includes only the officer's father, mother, son, daughter, husband, wife, brother, sister, father-in-law, mother-in-law, son-in-law, and daughter-in-law. A "business associate" means any person or entity engaged in or carrying on a business enterprise with the officer as a partner, joint venturer, coowner of property, or corporate shareholder (where the shares of the corporation are not listed on any national or regional stock exchange).

* * * * *

ELECTED OFFICERS:

In addition to abstaining from voting in the situations described above, you must disclose the conflict:

PRIOR TO THE VOTE BEING TAKEN by publicly stating to the assembly the nature of your interest in the measure on which you are abstaining from voting; *and*

WITHIN 15 DAYS AFTER THE VOTE OCCURS by completing and filing this form with the person responsible for recording the minutes of the meeting, who should incorporate the form in the minutes.

* * * * *

APPOINTED OFFICERS:

Although you must abstain from voting in the situations described above, you are not prohibited by Section 112.3143 from otherwise participating in these matters. However, you must disclose the nature of the conflict before making any attempt to influence the decision, whether orally or in writing and whether made by you or at your direction.

IF YOU INTEND TO MAKE ANY ATTEMPT TO INFLUENCE THE DECISION PRIOR TO THE MEETING AT WHICH THE VOTE WILL BE TAKEN:

- You must complete and file this form (before making any attempt to influence the decision) with the person responsible for recording the minutes of the meeting, who will incorporate the form in the minutes. (Continued on page 2)

APPOINTED OFFICERS (continued)

- A copy of the form must be provided immediately to the other members of the agency.
- The form must be read publicly at the next meeting after the form is filed.

IF YOU MAKE NO ATTEMPT TO INFLUENCE THE DECISION EXCEPT BY DISCUSSION AT THE MEETING:

- You must disclose orally the nature of your conflict in the measure before participating.
- You must complete the form and file it within 15 days after the vote occurs with the person responsible for recording the minutes of the meeting, who must incorporate the form in the minutes. A copy of the form must be provided immediately to the other members of the agency, and the form must be read publicly at the next meeting after the form is filed.

DISCLOSURE OF LOCAL OFFICER'S INTEREST

I, Dr. Molly Kostenbauder, hereby disclose that on February 15, 20 24 :

(a) A measure came or will come before my agency which (check one or more)

- inured to my special private gain or loss;
- inured to the special gain or loss of my business associate, _____ ;
- inured to the special gain or loss of my relative, _____ ;
- inured to the special gain or loss of Seminole State College, by whom I am retained; or
- inured to the special gain or loss of _____ , which is the parent subsidiary, or sibling organization or subsidiary of a principal which has retained me.

(b) The measure before my agency and the nature of my conflicting interest in the measure is as follows:

The Career Services Committee voted to approve "2024 Summer Youth Employment Program, Provider Recommendations for Approval - Explore Program" (Agenda Item 5C 1). As Associate Vice President for the School of Business, Health, and Public Safety, I would not benefit personally but my employer, Seminole State College, could benefit, pending CSCF Board approval.

If disclosure of specific information would violate confidentiality or privilege pursuant to law or rules governing attorneys, a public officer, who is also an attorney, may comply with the disclosure requirements of this section by disclosing the nature of the interest in such a way as to provide the public with notice of the conflict.

2/15/24
Date Filed

Molly Kostenbauder
Signature

NOTICE: UNDER PROVISIONS OF FLORIDA STATUTES §112.317, A FAILURE TO MAKE ANY REQUIRED DISCLOSURE CONSTITUTES GROUNDS FOR AND MAY BE PUNISHED BY ONE OR MORE OF THE FOLLOWING: IMPEACHMENT, REMOVAL OR SUSPENSION FROM OFFICE OR EMPLOYMENT, DEMOTION, REDUCTION IN SALARY, REPRIMAND, OR A CIVIL PENALTY NOT TO EXCEED \$10,000.

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LAST NAME—FIRST NAME—MIDDLE NAME Vazquez, Maria	NAME OF BOARD, COUNCIL, COMMISSION, AUTHORITY, OR COMMITTEE CareerSource Central Florida / Career Services Committee
MAILING ADDRESS 445 W. Amelia Street	THE BOARD, COUNCIL, COMMISSION, AUTHORITY OR COMMITTEE ON WHICH I SERVE IS A UNIT OF: <input type="checkbox"/> CITY <input type="checkbox"/> COUNTY <input checked="" type="checkbox"/> OTHER LOCAL AGENCY
CITY Orlando	COUNTY Orange
DATE ON WHICH VOTE OCCURRED 2/15/24	NAME OF POLITICAL SUBDIVISION: MY POSITION IS: <input type="checkbox"/> ELECTIVE <input checked="" type="checkbox"/> APPOINTIVE

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For purposes of this law, a "relative" includes only the officer's father, mother, son, daughter, husband, wife, brother, sister, father-in-law, mother-in-law, son-in-law, and daughter-in-law. A "business associate" means any person or entity engaged in or carrying on a business enterprise with the officer as a partner, joint venturer, coowner of property, or corporate shareholder (where the shares of the corporation are not listed on any national or regional stock exchange).

* * * * *

ELECTED OFFICERS:

In addition to abstaining from voting in the situations described above, you must disclose the conflict:

PRIOR TO THE VOTE BEING TAKEN by publicly stating to the assembly the nature of your interest in the measure on which you are abstaining from voting; *and*

WITHIN 15 DAYS AFTER THE VOTE OCCURS by completing and filing this form with the person responsible for recording the minutes of the meeting, who should incorporate the form in the minutes.

* * * * *

APPOINTED OFFICERS:

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APPOINTED OFFICERS (continued)

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DISCLOSURE OF LOCAL OFFICER'S INTEREST

I, Dr. Maria Vazquez, hereby disclose that on February 15, 20 24 :

(a) A measure came or will come before my agency which (check one or more)

- inured to my special private gain or loss;
- inured to the special gain or loss of my business associate, _____ ;
- inured to the special gain or loss of my relative, _____ ;
- inured to the special gain or loss of Orange County Public Schools/Orange Technical College, by whom I am retained; or
- inured to the special gain or loss of _____, which is the parent subsidiary, or sibling organization or subsidiary of a principal which has retained me.

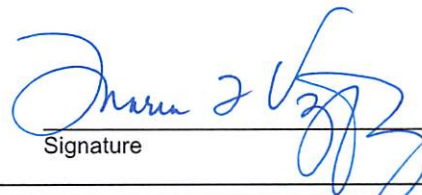
(b) The measure before my agency and the nature of my conflicting interest in the measure is as follows:

The Career Services Committee voted to approve "2024 Summer Youth Employment Program, Provider Recommendations for Approval - Explore Program" (Agenda Item 5C 1). As Superintendent of Orange County Public Schools (OCPS), I would not benefit personally but my employer, OCPS, could benefit, pending CSCF Board approval.

If disclosure of specific information would violate confidentiality or privilege pursuant to law or rules governing attorneys, a public officer, who is also an attorney, may comply with the disclosure requirements of this section by disclosing the nature of the interest in such a way as to provide the public with notice of the conflict.

2.15.24

Date Filed



Signature

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