Career Services Committee Meeting March 23, 2023



3/23/23 CAREER SERVICES COMMITTEE MEETING DETAILS

▶ Meeting Details

Meeting Agenda

Welcome

Roll Call

Public Comment

Approval of Minutes

Information / Discussion / Action Items

Other Business

Adjournment

What: Career Services Committee Meeting

Thursday, March 23, 2023

3:00 p.m. - 4:30 p.m.

CSCF Administration Office

390 N. Orange Ave., Suite 700

Orlando, FL 32801

OR:

When:

Where:

Virtual Option via Zoom: https://careersourcecf.zoom.us/j/88368070457?pwd=aGhMN1ZEUTdORzF1YIU5OEpRNE5UZz09

Dial In: 1 (929) 205-6099 / Meeting ID 883 6807 0457 Passcode: 420015



3/23/23 CAREER SERVICES COMMITTEE MEETING AGENDA

Meeting Details

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Agenda Item	Topic	Presenter	Action
1.	Welcome	Andrew Albu	
2.	Roll Call / Establishment of Quorum	Kaz Kasal	
3.	Public Comment		
4.	Approval of Minutes A. 11/17/22 Career Services Committee Meeting	Andrew Albu	X
5.	Information / Discussion / Action Items A. Review Performance Targets and Provide Insight to Ensure Investment and Goal Attainment 1. Scorecard – thru 2 nd Quarter 2. Federal Performance 2nd Quarter	Nilda Blanco	
	B. Program Updates		
	1. Summer Youth Employment	Andrea Wesser-Brawner	
	2. <u>Level Up Orange</u>	Nilda Blanco	
6.	New Apprenticeships as Eligible Training Providers – ACTION ITEM	Nilda Blanco	X
7.	Other Business/ Discussion		
8.	Adjournment		
	3	Carec	e 'Source AL FLORIDA

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PUBLIC COMMENT



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APPROVAL OF OF MINUTES





DRAFT

Career Services Committee Meeting Thursday, November 17, 2022 3:00 p.m.

MINUTES

MEMBERS PRESENT: Andrew Albu, Amy Albee-Levine, Sean Donnelly, Jessie Dziorney-Lukash and Maria Vazquez

MEMBERS ABSENT: Mark Havard, Ed James and Michelle Sperzel

STAFF PRESENT: Nilda Blanco, Pam Nabors, Lorri Shaban, Andrea Wesser-Brawner, Ken Apana

and Kaz Kasal

Agenda Item	Topic	Action Item / Follow Up Item
1	Welcome Mr. Albu, Committee Chair, called meeting to order at 3:01 p.m.	
2	Roll Call / Establishment of Quorum Ms. Kasal reported a quorum present.	
3	Public Comment None offered.	
4	Reviewed draft minutes from 9/15/22 Career Services Committee meeting (attachment).	Ms. Dziorney-Lukash made a motion to approve the minutes from the 9/15/22 Career Services Committee meeting. Dr. Albee-Levine seconded; motion passed unanimously.
5	Information / Discussion / Action Items Scorecard – 1st Quarter Reviewed scorecard for 1st Quarter, 7/1/22 thru 9/30/22 (attachment) Summer Youth Program 2022-2023 Reviewed mission and goals for the 2022-2023 Summer Youth Program and details of each of the Explore, Engage and Experience programs (attachment).	
	Summer Explorer Program Recommendations Reviewed action memo on RFP (Request for Proposals) solicitation and evaluation process on Explorer programming for 2022-2023 Summer Youth Employment Program (SYEP). The review committee on this RFP, which included Board Member Ms. Dziorney-Lukash, recommends that staff be granted the approval to negotiate with the six proposers as presented on memo (attachment).	Mr. Donnelly made a motion for Board's final approval to allow CSCF staff to negotiate with the six providers, as presented, to offer Explorer programming options not to exceed a budget of \$700K. Dr. Albee-Levine seconded, with Dr. Vazquez abstaining; motion passed.



	Summer Engage Program Recommendations Reviewed action memo on RFP (Request for Proposals) solicitation and evaluation process on Engage programming for 2022-2023 Summer Youth Employment Program (SYEP). The review committee on this RFP, which included Board Member Gui Cunha, recommends that staff be granted the approval to negotiate with the top six proposers as presented on memo (attachment). New Training Provider Recommendations Reviewed Department of Economic Opportunity's requirements that eligible training providers must meet (attachment).	Ms. Dziorney-Lukash made a motion for Board's final approval to allow CSCF staff to negotiate with the top six providers, as presented, to offer Engage programming not to exceed a budget of \$700K. Mr. Donnelly seconded; motion passed unanimously.
	Reviewed staff recommendations on new training providers (attachment) Level Up Orange Update Reviewed activities and contract outcomes through 10/31/22 on Level Up Orange (attachment).	Dr. Vazquez made a motion to forward for Board's approval the new training providers, as presented, based on eligibility requirements and local demand. Dr. Albee-Levine seconded; motion passed unanimously.
6	Ms. Blanco requested feedback from Committee on what concierge customer service looked like based on their experiences as employers. Committee Feedback: Option for Spanish-speaking customers readily be able to communicate in Spanish Encourage customers to post on Google review. Also, CSCF reply to Google reviews On-demand services, chat function on website (also have pre-loaded responses for frequently asked questions) Important qualities: all-inclusive, available, easily	
7	- Important qualities: an-inclusive, available, easily accessible, quick responsiveness, deliver what is needed promptly - Important demeanor: helpful, non-judgmental, empathetic, calm, total focus/really listening to customer Adjournment Meeting adjourned at 4:18 p.m.	

Respectfully submitted, Kaz Kasal Executive Coordinator





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

LAST NAME—FIRST NAME—MIDDLE NAME Vazquez, Maria			NAME OF BOARD, COUNCIL, COMMISSION, AUTHORITY, OR COMMITTEE CareerSource Central Florida / Career Services Committee		
MAILING ADDRESS Orange County Public Schools, 445 W. Amelia Street		THE BOARD, COUNCIL, COMMISSION, AUTHORITY OR COMMITTEE ON WHICH I SERVE IS A UNIT OF THE PROPERTY OF THE LOCAL AGENCY			
Orlando	COUNTY Orange	NAME OF POLI	TICAL SUBDIVISION:	@ OTHER EDGAL AGENCY	
DATE ON WHICH VOTE OCCURRED 11/17/22		MY POSITION I	S: D ELECTIVE	d 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

· 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.

Dr. Maria Vazquez
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 my relative. inured to the special gain or loss of orange County Public Schools whom I am retained; or inured to the special gain or loss of orange County Public Schools 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 "Summer Explorer Program Recommendations" (Agenda Item 5B 1). As Superintendent of Orange County Public Schools, I would not benefit personally but my employer, Orange County Public Schools, could benefit, pending CSCF Board approval.
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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.
NOTICE: UNDER PROVISIONS OF FLORIDA STATUTES \$112.317, A FAILURE TO MAKE ANY REQUIRED DISCLOSURE

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.

CareerSource CENTRAL FLORIDA

Meeting Agenda

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Public Comment

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Information /
Discussion /
Action Items

Other Business

Adjournment

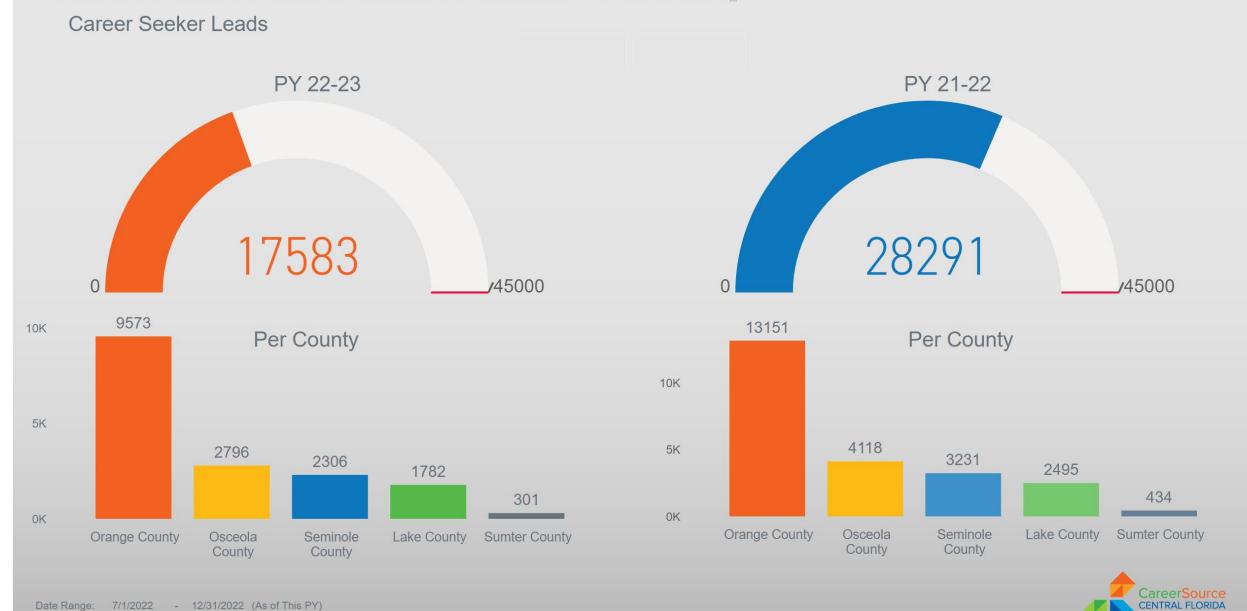
INFORMATION / DISCUSSION / ACTION ITEMS





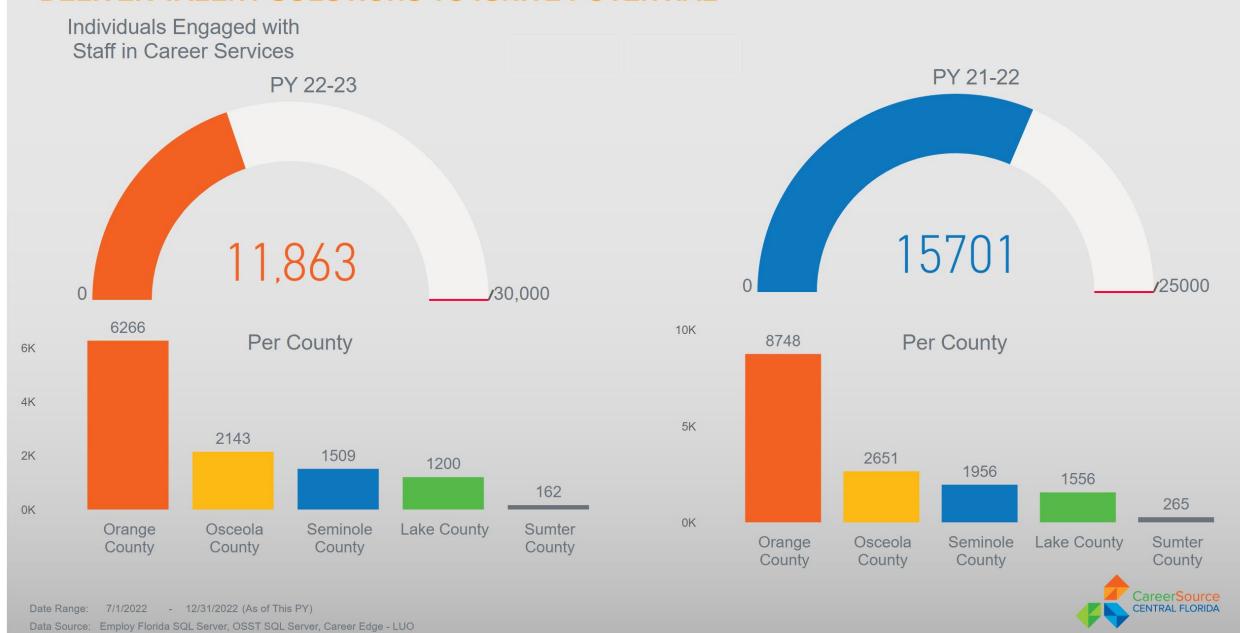
(July 1, 2022 - December 31, 2022)





7/1/2022 - 12/31/2022 (As of This PY)

Data Source: Employ Florida SQL Server, OSST SQL Server, Career Edge - LUO



Career Seekers Receiving CSCF Supported Training

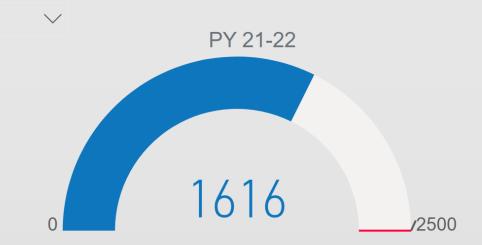
Program Year Quarter

Multiple selections



Top 10 Training Careers

Training Program	Industry	Total	Percent
Heavy and Tractor-Trailer Truck Drivers	Trade & Logistics	283	29.95%
Heating, Air Conditioning, and Refrigeration Mechanics and Installers	Construction & Utilities	102	10.79%
Medical Assistants	Healthcare	99	10.48%
Electricians	Construction & Utilities	91	9.63%
Customer Service Representatives	IT & Finance	84	8.89%
Emergency Medical Technicians	Healthcare	81	8.57%
Licensed Practical and Licensed Vocational Nurses	Healthcare	69	7.30%
Medical Records Specialists	Healthcare	57	6.03%
Dental Assistants	Healthcare	45	4.76%
Information Security Analyst	IT & Finance	37	3.92%



Top 10 Training Careers

Training Program	Industry	Total	Percent
Heavy and Tractor-Trailer Truck Drivers	Trade & Logistics	212	23.40%
Emergency Medical Technicians	Healthcare	131	14.46%
Heating, Air Conditioning, and Refrigeration Mechanics and Installers	Construction & Utilities	131	14.46%
Medical Assistants	Healthcare	97	10.71%
Electricians	Construction & Utilities	87	9.60%
Licensed Practical and Licensed Vocational Nurses	Healthcare	72	7.95%
Medical Records Specialists	Healthcare	59	6.51%
Office and Administrative Support Workers, All Other	Other	44	4.86%
Dental Assistants	Healthcare	41	4.53%
Personal Care Aides	Healthcare	32	3.53%

Date Range: 7/1/2022 - 12/31/2022 (As of This PY)

Data Source: Employ Florida SQL Server, OSST SQL Server, Career Edge - LUO



Career Seekers Trained & Placed



\$18.91 Average Wage \$17.50 Median Wage >\$17.50 Wage Goal

Industry	Placements	Percent	Average Wage	Median Wage ▼	Std. Dev.
Trade & Logistics	105	28.61%	\$21.81	\$20.00	\$8.84
Construction & Utilities	52	14.17%	\$19.49	\$19.00	\$3.73
Manufacturing	20	5.45%	\$19.72	\$19.00	\$4.80
IT & Finance	37	10.08%	\$20.49	\$18.00	\$12.52
Hospitality/Tourism	15	4.09%	\$17.37	\$17.00	\$1.96
Healthcare	68	18.53%	\$16.73	\$16.00	\$3.06
Other	78	21.25%	\$17.81	\$16.00	\$13.65

PY 21-22



/2500

\$18.20 Average Wage \$16.00 Median Wage >\$15.00 Wage Goal

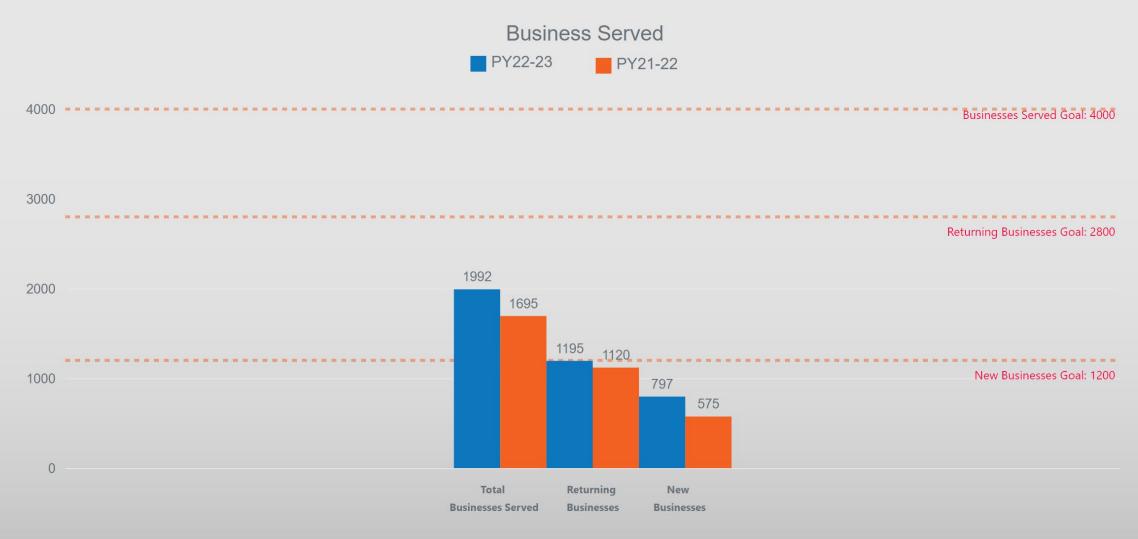
Industry	Placements	Percent	Average Wage ▼	Median Wage	Std. Dev.
Trade & Logistics	183	27.03%	\$22.31	\$19.50	\$33.39
IT & Finance	106	15.66%	\$20.04	\$17.50	\$8.47
Construction & Utilities	64	9.45%	\$17.86	\$17.00	\$5.34
Healthcare	162	23.93%	\$16.51	\$15.00	\$4.72
Manufacturing	38	5.61%	\$16.40	\$15.75	\$3.53
Other	156	23.04%	\$16.16	\$15.00	\$5.56
Hospitality/Tourism	56	8.27%	\$13.34	\$13.53	\$4.51

Date Range: 7/1/2022 - 12/31/2022 (As of This PY)

Data Source: Employ Florida SQL Server, OSST SQL Server, Career Edge - LUO



DELIVER TALENT RECRUITMENT & RETENTION INITIATIVES FOR BUSINESSES IN RECOVERING & EMERGING INDUSTRIES





Date Range: 7/1/2022 - 12/31/2022 (As of This PY)

Data Source: Employ Florida SQL Server, OSST SQL Server

DELIVER TALENT RECRUITMENT & RETENTION INITIATIVES FOR BUSINESS IN RECOVERING & EMERGING INDUSTRIES

PY22-23 CSCF Performance Report: Business Engagement

PY22-23 - Total Business Leads

5,119

PY22-23 -Businesses Engaged

1887

PY22-23 -Total Qualified CSCF Candidates

1196

Interviewed or Hired

Percent of 15,000 Target Goal

34.1%

Percent of 4,000 Target Goal

47.2%

Percent of 5,000 Target Goal

23.9%

Job Order Outcomes-Non-Cumulative Count

Hired Interviewed

457 846 1,303



Date Range: 7/1/2022 - 12/31/2022 (As of This PY)

Data Source: Employ Florida SQL Server, OSST SQL Server

Summer Youth 2023

Framework for Success







Mission & Goals

 Provide 5 Counties of youth aged 15 – 19 with exposure to a variety of career options and ensuing pathways to succeed

Assist at least
1,500 young adults
into better
understanding
what career field
they want to enter

Provide
opportunity youth
the skills and
remove barriers to
succeed in pursuing
a career of interest

Create a robust

pipeline of
skilled, poised
young talent for
regional
businesses to hire

Position
CareerSource CFL
as the preeminent
and trusted career
resources hub in
the region

Three-Tiered Approach

EXPLORE

ENGAGE

EXPERIENCE

Field Agnostic

Hosted by postsecondary educational institutions





SUMMER YOUTH UPDATE

- 3,025 applications received since January launch
- 638 students placed in tracks/programs
 - 17 exciting Explore/Engage programs across the 5 Counties
 - 111 Employers registered to host worksites for Experience
- \$5.5M in funding;
 - 33% of funding is comprised of public and private partners (Orange County, Seminole County, Mount Dora, St. Cloud, Apopka, Walt Disney Company, and Fairwinds)
 - Strong, new partnerships with the counties named above
 - New Osceola County/NeoCity effort to fund 120 participants
- New outreach opportunities with nonprofit organizations (Boys and Girls Clubs, YMCA)



Level Up Orange

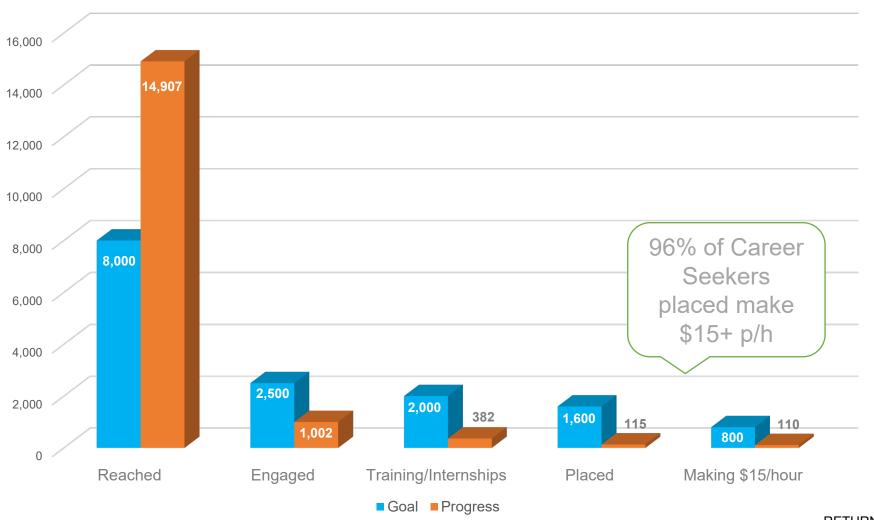
Partnership with Orange County Government



CONTRACT OUTCOMES

TO BE UPDATED

Program through October 31, 2022



REACHED OC resident takes an action (visits website, opens email, talks with Navigator)

ENGAGED
OC resident has been assigned a career coach and is receiving career services

TRAINING/ INTERNSHIPS OC resident has been approved and payment has been encumbered

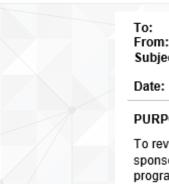
PLACED OC resident has successfully secured employment

MAKING \$15/HOUR OC resident is earning \$15/hour or more



New Training Provider Recommendations





Career Services Committee

Nilda Blanco, Vice President - Service Delivery From:

Request Approval to add Registered Apprenticeship Programs to CSCF Subject:

Eligible Training Provider List

March 23, 2023

PURPOSE:

To review application requests from Registered Apprenticeship Programs (RAP) sponsors, and renewal requests from previously approved registered apprenticeship programs to be included on CSCF Eligible Training Provider List (ETPL).

BACKGROUND:

Registered Apprenticeship Programs (RAP) combine paid on-the-job learning with related technical classroom instruction in a career field. Registered Apprenticeships offer individuals immediate employment opportunities that allows their continued career growth. Additionally, apprentices learn competitive skills, earn portable credentials that are nationally and/or globally recognized, and may apply their training to two- and four-year degree programs.

CSCF's current policy allows for approved registered apprenticeship programs that request support from CSCF through an online application to be added to the local ETPL as a career pathway for job seekers. To be eligible for consideration, an entity must be an approved national or state-registered apprenticeship; be in good standing with the certifying authority on all program requirements; and align with local/regional industry and occupational growth demands.

ELIGIBILITY REQUIREMENTS:

Registered Apprenticeship	Be an approved RAP by the Department of Labor Apprenticeship	
Program (RAP)	office and/or the State of Florida Department of Education	
	Apprenticeship office.	
Employer / Location	Require the RAP to have a participating employer with a physical	
	location inside the 5-county service area of CSCF.	
Occupation(s) must be on the	Regional Demand Occupations List (RDOL) – the occupation	
RDOL	identified within the RAP must be on the RDOL.	
	The RDOL is an annual list that the state issues for job titles that meet this requirement both at the state and regional levels.	
Credentials	Apprenticeship completers may earn a training milestone, a certification of completion, and/or industry certifications aligned with the program outline.	
Wages	Wages must adhere to the required wage and increase as listed in the approved standards.	





CSCF received applications from five new Registered Apprentice Program (RAP), sponsors, representing training opportunities for a total of 10 occupations. CSCF also received requests from three current approved RAP agreements for continued eligibility for the provider list to support three current training opportunities and one new occupation.

CSCF follows an internal review process of all submissions. Once the applications and required documents are received, a review to determine if the occupation(s) are on the regional demand occupation list, verification that a sponsoring employer is located within the region, and a review of the State of Florida apprenticeship website to verify continued eligibility.

Registered Apprenticeship Program Recommendations

Registered Apprenticeship Program Recommendations					
Registered Apprenticeship Name	Occupation / Length	Industry			
<u>New</u> Florida Makes	Industrial Manufacturing Technician – 12 months				
Category – Sponsor & Training Provider	Quality Control Technician Production – 18 months	Manufacturing			
	Production Technology Associate – 12 months				
<u>New</u> Florida Behavioral Health	Behavioral Health Aide – 12 months	Health			
Association	Counselor - 14 to 18 months	Health			
Category – Sponsor & Training Provider	Peer Specialist – 12 months	IT/Finance			
New Central Florida Child Care Educators / Orange County Public Schools Category – Sponsor & Training Provider	Child Care Development Specialist – 24 months	Other			



Net Synergy Virtual Solutions Category– Sponsor, Training Provider & Employer	Software Application Developer – 13 months Logistician – 12 months	Information Technology
<u>New</u> Florida Solar Energy / UCF Category – Sponsor & Training Provider	Solar Energy Technician – 24 months	Construction
<u>Returning</u> The Hartford / Seminole State College Category – Sponsor & Employer	Disability Insurance Association – via Health Information Technology – 13 to 17 months NEW Associate Claims Representative – General Insurance Associate via Health Service Management – 13 to 17 months	Health
Returning Central Florida JATC Category – Sponsor & Training Provider	Wireman – 48 months / 4 years	Construction
Returning Air Conditioning Contractors of Central FL (ACCA) Category – Sponsor	Heating and Air Conditioning Installer – 48 months / 4 years	Construction

CSCF RECOMMENDATION:

Approve the requests for the five new Registered Apprenticeship Programs and three existing



STATE REQUIREMENTS

- Currently local workforce boards manage the process of adding and removing providers
- DEO and CareerSource Florida are currently drafting policies to meet federal requirements
- Providers will need to apply via a new state process in the future
- Application will be submitted to the state with the local workforce board recommendation
- Approved state providers will have 1 year of initial eligibility; recertify every 2 years to remain on the list



STATE REQUIREMENTS

DEO Administrative Policy 90 sets the requirements for eligible training providers. Interested providers must meet:

Required licensure	Commission for Independent Education (CIE) – Private/Public Training providers must be licensed by the CIE. Community Based Organizations (CBO's) must provide occupational license as well as past performance of programs.
Location	Require a physical location inside the 5-county service area of CSCF
Accessibility	Located near public transportation
Length	Short-term training - All programs can be completed within a year
All programs must lead to job titles listed on the RDOL	Regional Demand Occupations List (RDOL) - Training programs must lead to jobs that are growing. The RDOL is an annual list that the state issues for job titles that meet this requirement both at the state and regional levels.
Credentials	All programs must lead to a credential as defined by WIOA
Wages	Training programs provide an opportunity for individuals to enter careers with wages beginning at a minimum of \$12.00 per hour, with opportunity for career and wage advancement

NEW TRAINING PROVIDERS

CSCF received applications from 7 providers:

- 160 Driving Academy
- Aviation Institute of Maintenance
- Digital Animation & Visual Effects
- Herzing University
- Orlando Medical Institute
- Sunlight Healthcare Academy
- TI Institute







ACTION: APPROVAL OF NEW PROVIDERS

Motion:

Based on eligibility requirements and local demand, the following providers are approved to provide new programming:

Aviation Institute of Maintenance – HVAC EPA

Digital Animation & Visual Effects – Visual Effects

Herzing University – Sterile Processing

Sunlight Academy – Practical Nursing

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