



CAREER SERVICES COMMITTEE MEETING

CareerSource Central Florida | 5/23/24

[CareerSourceCentralFlorida.com](https://www.CareerSourceCentralFlorida.com)

Meeting Details

Meeting Agenda

Welcome

Roll Call

Public Comment

Approval of Minutes

Information/
Discussion/
Action Items

Other Business

Adjournment

What: Career Services Committee Meeting

When: Thursday, May 23, 2024
9:00 a.m. – 9:30 a.m.

Where: CSCF Administration Office
390 N. Orange Ave., Suite 700 (7th Floor)
Orlando, FL 32801
or

Virtual Option via Zoom:

Link: <https://careersourcecf.zoom.us/j/83433254523?pwd=niyPLUgVyl0vzHaG8s5lclUGdVTXlt.1>

Dial In: 1 (929) 205-6099 / Meeting ID: 834 3325 4523 / Passcode: 225021

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Agenda Item #	Topic	Presenter	Action Item
1.	Welcome	Andrew Albu	
2.	Roll Call / Establishment of Quorum	Kaz Kasal	
3.	Public Comment		
4.	Approval of Minutes A. 5/9/24 Career Services Committee Meeting	Andrew Albu	X
5.	Information / Discussion / Action Item A. One Stop Operator RFP Recommendation B. Direct Service Provider Request to Florida Commerce C. Update Education & Industry Consortium	Nilda Blanco Gina Ronokarijo Nilda Blanco	X X
6.	Other Business		
7.	Adjournment		



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WELCOME



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ROLL CALL



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PUBLIC COMMENT



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APPROVAL OF MINUTES



Agenda Item 4A

DRAFT
Career Services Committee Meeting
Thursday, May 9, 2024, 3:00 p.m.

MINUTES

MEMBERS PRESENT: Andrew Albu, Sean Donnelly, Karen Hogans, Molly Kostenbauder, and Jonathan Shaefer

MEMBERS ABSENT: Casey Ferguson, Kristin Gray, Mark Havard, Ed James, Ben Larry, ~~Snak~~ Nakagawa, and Maria Vazquez

STAFF PRESENT: Nilda Blanco, Tadar Muhammad, Gina Ronokarijo, Marcela DeFaria, Melanie Markes, Steven Nguyen, Sean Masherella, and Kaz Kasal

Agenda Item	Topic	Action Item / Follow Up Item
1	Welcome Mr. Albu, Committee Chair, called meeting to order at 3:03 p.m.	
2	Roll Call / Establishment of Quorum Ms. Kasal reported a quorum present.	
3	Public Comment None offered.	
4	Approval of Minutes <ul style="list-style-type: none">Reviewed draft minutes from 2/15/24 Career Services Committee meeting (attachment).	Mr. Schaefer made a motion to approve the minutes from the 2/15/24 Career Services Committee meeting. Ms. Hogans seconded; motion passed unanimously.
5	Information / Discussion / Action Items <u>Scorecard – 3rd Quarter</u> <ul style="list-style-type: none">Reviewed scorecard through 3rd quarter (7/1/23 through 3/31/24) (attachment). <u>RFP (Request for Proposals)– One Stop Operator</u> <ul style="list-style-type: none">Reviewed the process and timeline on the RFP for the One Stop Operator (attachment). Mr. Donnelly volunteered to be part of the RFP review team. <u>PY 24-25 Strategy Discussion</u> <ul style="list-style-type: none">Reviewed data and trends on demographics, employment, in-demand occupations, and industries in Central Florida.Reviewed 5-year industry projections by volume, and 5-year occupation gap projections.Reviewed training investment priorities, sector strategies and strategic solutions. <u>Committee Feedback:</u> <ul style="list-style-type: none">Where is the most success happening now?Sector Strategies: include hospitalityWork/life balance – how to fold this into job market and in futurePre-work is important before investing in training or placement:<ul style="list-style-type: none">Include personality test to help determine if best fit for job	



	<ul style="list-style-type: none">○ Employers need workers with soft skills, i.e. integrity, work ethic, can-do attitude; this can be more important than technical skills as employers can train.○ There is a disconnect with what workers expect from a job, and what the job actually entails. Expectations should be clear with all details of work conditions and requirements spelled out.○ Launch initiatives for jobs seekers to gain immersive experiences – i.e. internships○ Career Counselors should be equipped to inform job seekers on LMI (Labor Market Info) and explain career ladder of occupations the job seeker can grow into – this should be formalized into their processes.○ Each industry needs a different approach – i.e. hospitality is more work-based learning, hotels usually train their workers; and healthcare more training first○ CSCF can layer in support but may not be investment dollars (not investing does not mean not focusing). <p>Staff to work on framework for each industry (i.e. level of training needed, level/type of soft skills needed, who pays for training, internship opportunities), and provide to Committee to weigh in.</p> <p><u>Education and Industry Consortium Update</u></p> <ul style="list-style-type: none">• Reviewed this new legislative initiative requiring each local workforce development board to create an Education & Industry consortium to help broaden and deepen connections, as well as attain intel on emerging industries so education programming can better align with industry needs (attachment).• First meeting of the Post-secondary Education workgroup (Consortium) is on 5/16/24.	<p><i>Staff to provide a framework per industry for Committee's review.</i></p>
6	<p><u>Other Business</u></p> <ul style="list-style-type: none">• None.	
7	<p>Adjournment</p> <p>Meeting adjourned at 4:34 p.m.</p>	

Respectfully submitted,

Kaz Kasal
Executive Board Coordinator



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**INFORMATION/
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ACTION ITEMS



Agenda Item 5A



MEMORANDUM

To: Career Services Committee
 From: Leo Alvarez, Chief Financial Officer, Nilda Blanco, Sr. Vice President of Service
 Strategic Initiatives, Peter Puterbaugh, Senior Manager of Procurement & Contracts
 Subject: PY24-OSO RFP for One-Stop Operator Services
 Date: May 20, 2024

A request for proposal was developed to obtain proposals from qualified entities to serve as CareerSource Central Florida's (CSCF) One-Stop Operator. The Purpose of the RFP is to engage an entity to serve as a coordinator of the required/mandatory partners within the One-Stop system and foster relationships to benefit the One-Stop Center, also known as the American Jobs Center located at the West Career Center in Orange County, as it has been designated as the only fully comprehensive One Stop location in CSCF's region of service. Additionally, the entity will work with CSCF to develop, execute, and manage infrastructure agreements that meet the requirements as outlined in CareerSource Florida Administrative Policy 106.

Advance notification of legal notice publication for the One-Stop Operator RFP was provided to thirty-three (33) entity representatives deemed capable of performing services. Three (3) firms responded to the solicitation providing qualifications and proposals. Those who responded were as follows: (1) Career TEAM, LLC, (2) Thomas P. Miller & Associates, LLC, (3) TCLARK Workforce Solutions, LLC. A review committee was convened to evaluate the proposals and below are the results:

SUMMARY OF EVALUATED AVERAGE POINTS AND RANKING BY PROPOSER			
<i>Proposer Name – Score - Ranking</i>			
Proposer Name	Thomas P. Miller & Associates, LLC	Career TEAM, LLC	TCLARK Workforce Solutions, LLC
Score	89.3	82.0	77.3
Ranking	1	2	3

The RFP Review Team is recommending that approval be granted allowing CSCF to negotiate with the highest-ranking proposer, Thomas P. Miller & Associates, LLC for a contract within the \$65,000 to \$75,000 but not-to-exceed \$80,000.

CAREER SOURCE CENTRAL FLORIDA – 390 N. Orange Avenue, Suite 700, Orlando, FL 32801

Web: www.CareerSourceCentralFlorida.com

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DIRECT SERVICE PROVIDER REQUEST

Agenda Item 5B

- Local workforce development boards may be designated by the state as a direct provider
- Request to the state requires approval by the Chief Elected Official / Consortium and the local Board of Directors
 - The full document can be found on CSCF's website: <https://www.careersourcecentralflorida.com/about-us/how-we-operate>
- CareerSource Central Florida has operated under this designation over the last three years; benefits include:

RECOMMENDATION:

Career Services Committee recommends the CSCF Board of Directors and the Central Florida Area Workforce Development Consortium and approves CSCF's continued designation as a direct service provider for the next three years, beginning July 1, 2024, through June 30, 2027, as submitted to Florida Commerce and CareerSource Florida.

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EDUCATION & INDUSTRY CONSORTIUM

EDUCATION & INDUSTRY CONSORTIUM

- Education and Industry Consortium and K-12 / Apprenticeship Workgroup met to discuss current labor market, workforce ecosystem
- Conversations highlighted:
 - The need to understand the impact AI will have on the workforce
 - Importance of "durable skills," "soft skills", "framework skills"
 - Importance of career previews and exposure at all stages of career awareness and development
 - The need for increased digital literacy
 - Improving industry and education engagement
- Next Education and Industry Consortium – July 9, 2024, 9-10:30 a.m. @ Valencia College Public Safety Building

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REMINDER:
NEXT BOARD MEETING
SCHEDULED FOR:
WEDNESDAY, JUNE 26, 2024
AT
TO BE DETERMINED



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ADJOURNMENT



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