

Career Services Committee Meeting

May 25, 2023



5/25/23 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

When: Thursday, May 25, 2023
9 a.m. – 9:30 a.m.

Where: CSCF Administration Office
390 N. Orange Ave., Suite 700
Orlando, FL 32801

OR:

Virtual Option via Zoom: <https://careersourcecf.zoom.us/j/81662949591?pwd=NkV4ZHdjNGp2L2dkOEdpRS9QQndNdz09>

Dial In: 1 (929) 205-6099 / Meeting ID 816 6294 9591 Passcode: 007769



5/25/23 CAREER SERVICES COMMITTEE MEETING AGENDA

- Meeting Details
- ▶ Meeting Agenda
- Welcome
- Roll Call
- Public Comment
- Approval of Minutes
- Information / Discussion / Action Item
- Other Business
- Adjournment

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 <u>A. 3/23/23 Career Services Committee Meeting</u>	Andrew Albu	X
5.	Information / Discussion / Action Item <u>A. Approval of New Training Providers</u> <u>B. Local Apprenticeship Policy</u>	Nilda Blanco	X X
6.	Other Business/ Discussion		
7.	Adjournment		

Meeting Details

Meeting Agenda

Welcome

Roll Call

Public Comment

Approval of
Minutes

Information /
Discussion /
Action Items

Other Business

Adjournment

WELCOME



Meeting Details

Meeting Agenda

Welcome

▶ Roll Call

Public Comment

Approval of
Minutes

Information /
Discussion /
Action Items

Other Business

Adjournment

ROLL CALL



Meeting Details

Meeting Agenda

Welcome

Roll Call

Public Comment

Approval of Minutes

Information / Discussion / Action Items

Other Business

Adjournment

PUBLIC COMMENT



Meeting Details

Meeting Agenda

Welcome

Roll Call

Public Comment

Approval of Minutes

Information / Discussion / Action Items

Other Business

Adjournment

APPROVAL OF MINUTES



DRAFT
Career Services Committee Meeting
Thursday, March 23, 2023
3:00 p.m.
MINUTES

MEMBERS PRESENT: Andrew ~~Albu~~, Amy Albee-Levine, Sean Donnelly, Jessie Dziorney-Lukash, Ed James, Michelle ~~Sperzel~~, and Maria Vazquez,

MEMBERS ABSENT: Mark ~~Havard~~

STAFF PRESENT: Mimi Coenen, Angel Ramos, Nilda Blanco, Sheril Capleton, Andrea Wesser-Brawner, Jamie Santos, and Steven Nguyen

GUESTS PRESENT: Lindsey LeWinter, Karen Hogans, and Dr. Christopher Sargent

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. Nogueira reported a quorum present.	
3	Public Comment None offered.	
4	Action Items <u>Approval of Minutes</u> <ul style="list-style-type: none"> Reviewed draft minutes from 11/17/22 Career Services Committee meeting (attachment). 	Mr. Donnelly made a motion to approve the minutes from the 11/17/22 Career Services Committee meeting. Ms. Dziorney-Lukash seconded; motion passed unanimously.
2	Information and Discussion <u>Scorecard –through 2nd Quarter</u> <ul style="list-style-type: none"> Reviewed scorecard for <u>time period</u> 7/1/22 thru 12/30/22 (attachment). <u>Federal Performance Measures–through 2nd Quarter</u> <ul style="list-style-type: none"> Reviewed Federal Indicators of Performance through 2nd quarter, actual and new targets. Also reviewed performance impacts and adjustments (attachment). <u>Summer Youth 2023</u> <ul style="list-style-type: none"> Reviewed program updates, timeline, and goals for Summer Youth 2023 (attachment). 	



	<p><u>Level Up Orange</u></p> <ul style="list-style-type: none"> Reviewed program updates, goals, outcomes, training needs and project highlights (attachment). <p><u>New Apprenticeships as Eligible Training Providers - Action Item (attachment)</u></p> <ul style="list-style-type: none"> Reviewed state requirements to be eligible for training provider list. Discussed apprenticeship structure, criteria, parameters, and best strategies to consider in the development of CSCF's local policy to support apprenticeships. 	<p>Ms. Dzioney-Lukash made a motion to approve the registered apprenticeship programs, as presented, to be added as a career pathway on the CareerSource Central Florida's Eligible Training Provider List. Ms. Sperzel seconded, with Mr. Donnelly and Dr. Vazquez abstaining; motion passed.</p>
6	<p><u>Other Business</u></p> <ul style="list-style-type: none"> None Offered 	
7	<p><u>Adjournment</u> Meeting adjourned at 4:25 p.m.</p>	

Respectfully submitted,

Vanessa Nogueira
Executive Assistant



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, Sean Donnelly, hereby disclose that on March 23, 2023 :

(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 Central Florida JATC (dba Electrical Training Alliance of Central Florida), 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 "New Apprenticeships as Eligible Training Providers" (Agenda Item 8). As Director of Central Florida JATC (dba Electrical Training Alliance of Central Florida), I would not benefit personally but my employer, Central Florida JATC (dba Electrical Training Alliance of Central Florida), 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.

03-24-23
Date Filed

Sean Donnelly
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.



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: <input type="checkbox"/> CITY <input type="checkbox"/> COUNTY <input checked="" type="checkbox"/> OTHER LOCAL AGENCY
CITY Orlando	COUNTY Orange
DATE ON WHICH VOTE OCCURRED 3/23/23	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. Maria Vazquez, hereby disclose that on March 23, 2023 :

(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, 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 "New Apprenticeships as Eligible Training Providers" (Agenda Item 6). 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.

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.

March 24, 2023 _____
Date Filed 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.



Meeting Details

Meeting Agenda

Welcome

Roll Call

Public Comment

Approval of
Minutes

Information /
Discussion /
Action Items

Other Business

Adjournment

INFORMATION / DISCUSSION / ACTION ITEMS



New Training Provider Recommendations





To: Career Services Committee
From: Nilda Blanco, Vice President of Service Delivery
Subject: Request Approval for the CSCF Eligible Training Provider List
Date: May 25, 2023

PURPOSE:

To approve new Training Provider requests for in-demand occupations for training options on CSCF’s Eligible Training Provider List (ETPL) for PY 2023-2024.

BACKGROUND:

CSCF issues public notification on its website, bi-annually in April and October, opening the application process for educational training providers (state colleges, technical colleges and institutions, private technical training, or community-based organizations) to be considered for approval and inclusion on CSCF’s ETPL.

All educational training providers who apply must:

- Meet all eligibility criteria as outlined by the Department of Economic Opportunity (DEO).
- Comply with CSCF’s ETPL Local Operating Policy.
- Must align with local/regional and CSCF workforce priorities, industry, and occupational growth demands.
- Submit all required documentation as outlined in the online application process.

ELIGIBILITY REQUIREMENTS:

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 <u>lead</u> 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



**SUBMISSIONS:**

CSCF received applications from **five** organizations during the open application timeframe. All providers are within CSCF's five-county service region.

- Private vocational training providers (private) (5)–ECPI University; AeroStar Training Services; Net Synergy Virtual Solutions; AdventHealth University; and Orlando Medical Institute.
- Community-based organization (CBO) (1)- Peer Support Coalition of Florida, Inc.

REVIEW PROCESS:

- CSCF follows an internal review process of all submissions once the application window closes to ensure eligibility requirements are met and determines if any private or CBO training providers will be recommended to be added to the CSCF ETPL.
- CSCF then provides these recommendations to the Career Services Committee for review and approval.
- Once approved by the committee, the ETPL is provided to the CSCF Board of Directors for final approval and implementation.
- All new Training Providers are then notified whether they will be included on the CSCF ETPL.
- All approved new training providers attend an orientation session and have their programs available for new students by July 1, 2023.

CSCF RECOMMENDATIONS FOR THE ETPL:

CSCF recommends approval by the Career Services Committee of the following training providers to be added to the Eligible Training Providers List (ETPL) based on the submitted criteria:

Aerostar Training Services, Net Synergy Virtual Solutions (Pre-Apprenticeship), Advent Health University, and Peer Support Coalition of Florida, Inc.





Training Provider Application List – CSCF Recommendations / Rationale

Training Provider	Program	Cost	Industry	Recommendation
ECPI University Category – Private County -Seminole	<u>Associate Degree Nursing</u>	\$42,633.00	Healthcare	NOT Recommended - Rationale Training is over 12 months and are degree seeking programs which does not meet CSCF's strategic priorities
	BS to BS Nursing	\$43,765.00	Healthcare	
	Cyber and Information Security Technology	\$43,115.00	Healthcare	
AeroStar Training Services Category - Private County - Osceola	Airbus 320 Initial Fast Track Type Rating	\$12,200.00	Trade/ Logistics	Recommended for ETPL Program meets <u>RDOL</u> : expands options in the county, no similar programs available on the Matrix
	Airbus 320 Initial Premium Type Rating	\$14,000.00	Trade/ Logistics	
	Airbus 320 Recurrency	\$4,200.00	Trade/ Logistics	
	Boeing Initial Fast Track Type Rating	\$12,200.00	Trade/ Logistics	
	Boeing Initial Premium Type Rating	\$14,000.00	Trade/ Logistics	
	Boeing 737 Recurrency	\$4,200.00	Trade/ Logistics	
Net Synergy Virtual Solutions DBA LT3 Academy Category– Private County – All	Pre-apprenticeship for Technology and Innovation	\$9,995.00	IT/Finance	Recommended for ETPL Program meets <u>RDOL</u> : create options in the county for pre-apprenticeships in IT





Peer Support Coalition of Florida, Inc Category-CBO County-Seminole	Peer Experience Certified Recovery Specialist Training	\$14,000.00	Healthcare	Recommended for ETPL Program meets <u>RDQI</u> : expands options in the county, and supports needed opportunities for the federal grant to address impact of opioids in the region
AdventHealth University Category - Private County - Orange	Sterile Processing Technician	\$4,000.00	Healthcare	Recommended for ETPL Programs meets <u>RDQI</u> : expands options in the county, creates unique talent pipeline for one of the largest employers in the region
	Medical Assistant	\$4,000.00		
	EKG Technician	\$2,000.00		
	Healthcare Administration Professional	\$5,000.00		
	Healthcare IT Technician	\$4,000.00		
	Health Unit Coordinator	\$4,000.00		
	Medical Billing Specialist	\$2,000.00		
	Patient Care Tech	\$4,000.00		
	Pharmacy Tech	\$2,700.00		
	Professional Medical Coder	\$3,500.00		
	Physical Therapy Aide and Administration Specialist	\$4,000.00		
	Cyber Security	\$14,000.00	IT/Finance	
	Data Science	\$14,000.00	IT/Finance	
Software Developer	\$14,000.00	IT/Finance		





	Project Management	\$2,500.00	IT/Finance	Not Recommended for ETPL; not on the RDOL
Orlando Medical Institute Category – Private County - Orange	Emergency Medical Technician	\$2,400.00	Healthcare	Not Recommended Financial status does not meet requirements
	Paramedic	\$7,000.00	Healthcare	



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:

<i>Required licensure</i>	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.
<i>Location</i>	Require a physical location inside the 5-county service area of CSCF
<i>Accessibility</i>	Located near public transportation
<i>Length</i>	Short-term training - All programs can be completed within a year
<i>All programs must lead to job titles listed on the RDOL</i>	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.
<i>Credentials</i>	All programs must lead to a credential as defined by WIOA
<i>Wages</i>	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 requests from five providers and one community-based entity:

- AdventHealth University
- AeroStart Training Services
- ECPI University
- Net Synergy Virtual Solutions
- Peer Support Coalition
- Orlando Medical Institute.



ACTION: APPROVAL OF NEW PROVIDERS

Motion:

Based on eligibility requirements and local demand, the following registered apprenticeships are recommended to be added as a career pathway on the Eligible Training Provider List :

- AdventHealth University
- AeroStart Training Services
- Net Synergy Virtual Solutions Pre-Apprenticeship
- Peer Support Coalition

Apprenticeship Partnerships & Policy

Apprenticeship Partnerships

- Registered Apprenticeship Program (RAP) considered for partnership must provide training for in-demand occupations.
- CSCF can work with apprenticeship sponsors to identify opportunities for support:
 - Recruitment of Applicants – formal referrals to sponsors/host awareness events
 - Financial Support -
 - On-the-Job training – support employers with training costs for new apprentices*
 - Related Training – support apprentice* training costs at an approved education provider
 - Related Support Services – assist apprentice* with books, supplies, equipment, safety gear, boots, etc.

**Apprentices must meet WIOA qualifications in order to enroll in services*

Apprenticeship Policy

- CSCF will utilize WIOA or TANF funds to support apprentices* in one of the following:
 - On-the-Job (OJT)** – new hires or incumbent workers; eligible for up to 6 months of reimbursement of wages at 50% and up to 75% based on candidate status
 - Support Services** – purchase of items for the apprentices to ensure successful completion of the program. These may include books, tools, clothing/uniforms, boots, computer/tablet, online courses, certification or testing fees, childcare and transportation.
- CSCF will financially support a Registered Apprenticeship when:
 - The apprenticeship model is comprised of a sponsor, employer(s), and education training provider, or
 - The apprenticeship model is comprised of a sponsor, and employer(s), and the training is conducted by the sponsor who has a documented training framework
- New apprenticeship partnerships with CSCF are limited to 10 enrollments until performance targets are met
- CSCF will not provide financial support to a RAP when the sponsor, employer, and training provider are the same entity; however, the program and occupation will be listed on our ETPL as a career pathway and CSCF may refer potential candidates

**Apprentices must meet WIOA qualifications in order to enroll in services*

Meeting Details

Meeting Agenda

Welcome

Roll Call

Public Comment

Approval of
Minutes

Information /
Discussion /
Action Items

Other Business

Adjournment

OTHER BUSINESS



THANK YOU!



Meeting Details

Meeting Agenda

Welcome

Roll Call

Public Comment

Approval of
Minutes

Information /
Discussion /
Action Items

Other Business

▶ **Adjournment**

ADJOURNMENT



RETURN TO AGENDA