



**Career Services Committee Meeting  
Thursday, May 25, 2023  
9:00 a.m.**

**MINUTES**

**MEMBERS PRESENT:** Andrew Albu, Sean Donnelly, Mark Havard, Karen Hogans, Michelle Sperzel

**MEMBERS ABSENT:** Jessie Dziorney-Lukash, Ed James and Maria Vazquez

**STAFF PRESENT:** Nilda Blanco, Pam Nabors, Fabi Diaz and Kaz Kasal

Agenda Item	Topic	Action Item / Follow Up Item
1	<b>Welcome</b> Mr. Albu, Committee Chair, called meeting to order at 9:01 a.m.	
2	<b>Roll Call / Establishment of Quorum</b> Ms. Kasal reported a quorum present.	
3	<b>Public Comment</b> None offered.	
4	<b>Approval of Minutes</b> <ul style="list-style-type: none"> <li>Reviewed draft minutes from 3/23/23 Career Services Committee meeting (attachment).</li> </ul>	<b>Mr. Donnelly made a motion to approve the minutes from the 3/23/23 Career Services Committee meeting. Ms. Sperzel seconded; motion passed unanimously.</b>
2	<b>Discussion / Action Items</b> <u>Approval of New Training Providers</u> <ul style="list-style-type: none"> <li>Reviewed process, eligibility requirements and staff recommendations of the new training providers to be added to Eligible Training Providers List (attachment).</li> </ul> <u>Local Apprenticeship Policy</u> <ul style="list-style-type: none"> <li>Reviewed apprenticeship partnerships and local apprenticeship policy (attachment). The Committee discussed and concurred on the following revision in the Apprenticeship Policy:</li> <li>1<sup>st</sup> Bullet: take out the words "in one" before "of the following" - so</li> </ul>	<b>Mr. Havard made a motion, for Board's final approval, that based on eligibility requirements and local demand, to approve the new training providers, as presented, be added as a career pathway on the Eligible Training Provider List. Ms. Hogans seconded; motion passed unanimously.</b>  <i>Staff to re-review wages in the training provider policy and bring updated policy to the next meeting.</i>  <b>Ms. Hogans made a motion, for Board's final approval, the Apprenticeship Policy as presented, but to include revision as discussed. Mr.</b>



	reads "CSCF will utilize WIOA or TANF funds to support apprentices* of the following:"	<b>Donnelly seconded; motion passed unanimously.</b>
6	<u>Other Business</u>	
7	<b>Adjournment</b> Meeting adjourned at 9:41 a.m.	

Respectfully submitted,

Kaz Kasal  
Executive Coordinator