



Career Services Committee Meeting
Friday, June 11, 2021
3:00 p.m.

MINUTES

MEMBERS PRESENT: Paul Bough, Andrew Albu, Mark Havard, Bryan Orr, Melanie Stefanowicz, and Jim Sullivan

MEMBERS ABSENT: Amy Albee-Levine, Keira des Anges, Ed James, Kathleen Plinske, David Sprinkle, and Al Trombetta

STAFF PRESENT: Pam Nabors, Mimi Coenen, Nilda Blanco, Jason Lietz, Lesley Harris and Kaz Kasal

Agenda Item	Topic	Action Item / Follow Up Item
1	Welcome Mr. Bough, Committee Co-Chair, called meeting to order at 1:07 p.m.	
2	Roll Call / Establishment of Quorum Ms. Kasal 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 3/25/21 Career Services Committee meeting (attachment). 	Ms. Stefanowicz made a motion to approve the minutes from the 3/25/21 Career Services Committee meeting. Mr. Sullivan seconded; motion passed unanimously.
5	Information and Discussion <u>New Training Providers – ETPL (attachment)</u> <ul style="list-style-type: none"> Reviewed action memo on new training providers and their respective vocational training offerings for CSCF’s Eligibility Training Provider List (ETPL), for FY 2021-2022. <u>New Training Programs (attachment)</u> <ul style="list-style-type: none"> Reviewed action memo on new training programs that have been added on the Eligible Training Provider List (provided by training providers already on the ETPL. 	Ms. Stefanowicz made a motion to approve the Eligible Training Providers List for Regional 12, as presented, and to move to Board for final approval and implementation. Mr. Sullivan seconded; motion passed unanimously. Mr. Albu made a motion to approve the training programs, as outlined in memo, for inclusion as a program on the ETPL Region 12 and to move to Board for final approval. Mr. Havard seconded, with Ms. Stefanowicz abstaining; motion passed unanimously.

	<p><u>Youth Navigator Contract (attachment)</u></p> <ul style="list-style-type: none"> Reviewed action memo on the RFQ (Request for Qualification) solicitation and evaluation process for Youth Navigator for Fiscal Year 2021-2022. The review team’s summary of their evaluation was provided on a matrix within the memo. <p><u>One Stop Operator Contract (attachment)</u></p> <p>Reviewed action memo on RFP (Request for Proposal) solicitation and evaluation process for One-Stop Operator. The review team’s summary of their evaluation was provided on a matrix within the memo. Staff request further review of top three applicants via interviews.</p>	<p>Mr. Sullivan made a motion to authorize staff to negotiate with the four organizations that scored the highest, as presented, and contract with up to all four to become a CSCF Youth Navigator during 2021-2022 Fiscal Year. Mr. Albu seconded; motion passed unanimously.</p> <p>Ms. Stefanowicz made a motion for staff to further review top three applicants, as presented, and for staff to forward their final recommendation for One Stop Operator to Executive Committee for approval. Mr. Havard seconded; motion passed unanimously.</p>
6	<p><u>Other Business</u></p> <ul style="list-style-type: none"> Ms. Nabors, CEO, provided a legislative update. 	
7	<p>Adjournment</p> <p>Meeting adjourned at 1:43 p.m.</p>	

Respectfully submitted,

Kaz Kasal
Executive Coordinator