



Career Services Committee Meeting
Thursday, August 22, 2019
3:00 p.m.

MINUTES

MEMBERS PRESENT: Kathleen Plinske, Andrew Albu, Paul Bough, Keira des Anges, Mark Havard, Bryan Orr, Thomas Ott, David Sprinkle, Jim Sullivan and Al Trombetta

MEMBERS ABSENT: Michael Armbruster and Ted Pobst

STAFF PRESENT: Mimi Coenen, Bradley Collor, Darby Israel and Kaz Kasal

GUESTS PRESENT: Debbie Rodriguez / iBuild Central Florida

Agenda Item	Topic	Action Item / Follow Up Item
1	<p>Welcome Dr. Plinske, Committee Chair, called meeting to order at 3:03 p.m.</p> <p>Dr. Plinske welcomed new committee members Mark Havard, Hyatt Regency Orlando; Bryan Orr, Kalos Services, Inc; and Thomas Ott, Osceola Technical College / Professional and Technical High Schools.</p>	
2	<p>Roll Call / Establishment of Quorum Ms. Kasal reported a quorum present.</p>	
3	<p>Public Comment None offered.</p>	
4	<p>Action Items</p> <p><u>Approval of Minutes</u></p> <ul style="list-style-type: none"> Reviewed minutes from 4/15/19 Career Services Committee meeting (attachment). <p><u>Career Services Committee Charter</u></p> <ul style="list-style-type: none"> Reviewed proposed changes to the Career Services Committee Charter (attachment) which includes clarification of purpose and metrics per each responsibility. The Committee concurred metrics should be more of an overview on progress trends and if performance thresholds are being met. Committee to review metrics quarterly and recommend changes if performance not on track. Ms. Coenen to make changes and include in meeting packet for Board approval at its 10/3/19 meeting. <p><u>Approval of Training Programs</u></p> <ul style="list-style-type: none"> Reviewed memo on request to add new training programs as presented (attachment). 	<p>Mr. Sprinkle made a motion to approve the minutes from the 4/15/19 Career Services Committee meeting. Mr. Sullivan seconded; motion passed unanimously.</p> <p>Mr. Sullivan made a motion to approve the revised Charter to include Committee feedback as discussed. Mr. Ott seconded; motion passed unanimously.</p> <p>Mr. Sullivan made a motion to approve training programs, as presented, for inclusion on the Eligible Training Provider List (ETPL) and made available</p>



		to career seekers through training scholarships Mr. Havard seconded; motion passed unanimously.
5	Information and Discussion <u>Review Performance Targets and Provide Insight to Ensure Investment and Goal Attainment (attachment)</u> <ul style="list-style-type: none"> • Reviewed CSCF's performance scorecard for PY 18-19. • Reviewed 2019 Summer Youth Program. Also reviewed planned enhancements for the 2020 Summer Youth Program. 	
7	<u>Other Business</u> None offered.	
8	Adjournment Meeting adjourned at 4:16 p.m.	

Respectfully submitted,

Kaz Kasal
 Executive Coordinator