



Career Services Committee Meeting

CareerSource Central Florida
390 N. Orange Ave., Suite 700, Orlando, FL 32801

Thursday, January 25, 2018
3:00 p.m. – 4:30 p.m.

Conference Call-in phone number: (866) 576-7975 / Participant Access Code: 299848

Strategic Goals developed by the Board:

- *CareerSource Central Florida will become business focused in all efforts*
- *CareerSource Central Florida will identify ways to measure progress and Return On Investment (ROI)*
- *CareerSource Central Florida will become the workforce intelligence organization for workforce development in Central Florida*

Agenda Item	Agenda Topic	Action Item	Info/ Discussion Item	Presenter (other than Chair or Committee Member)
1	Welcome			Dr. Kathleen Plinske
2	Roll Call / Establishment of Quorum			Kaz Kasal
3	Public Comment			
4	Approval of Minutes A. 11/9/17 Career Services Committee Meeting	X		Dr. Kathleen Plinske
5	Information/Discussion/ Action Items			
	A. Operations Report 1) Budget Challenges Update 2) Irma Update – Project Restore 3) One-Stop Operator		X	Bradley Collor Mimi Coenen Nilda Blanco
	B. Youth Navigator RFQ	X		Paul Bough
	C. High Growth Industry Dialogue		X	Committee
6	Other Business			
7	Adjournment			

Upcoming Meetings:

- Board Meeting & Retreat:: 2/22/18, 9:00 am to 2:00 pm / Valencia College-Osceola Campus, 1800 Denn John Lane, Kissimmee, FL (Building 4/Rm 105)
- Career Services Committee Meetings: 3/22/18, 3:00pm to 4:30 pm, CSCF Admin Office

CareerSource Central Florida

Career Services Committee Meeting

January 25, 2018

Today's Agenda

1. **Welcome** *Dr. Kathleen Plinske*
2. **Roll Call/Establishment of Quorum** *Kaz Kasal*
3. **Public Comment**
4. **Approval of Minutes**
 - A. 11/9/17 Career Services Committee Meeting *Dr. Kathleen Plinske*
5. **Information/Discussion/Action Items**
 - A. Operations Report *Bradley Collor*
 1. Budget Challenges Update *Mimi Coenen*
 2. Irma Update – Project Restore *Nilda Blanco*
 3. One Stop Operator
 - B. Youth Navigator RFQ *Paul Bough*
 - C. High Growth Industry Dialogue *Committee*
6. **Other Business**
7. **Adjournment**

Welcome

Roll Call

Public Comment

Minutes

**Info/Discussion/
Action Items**

Operations Report

Youth Navigator RFQ

**High Growth
Industries Dialogue**

Other Business

Adjournment

WELCOME



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Roll Call/ Establishment of Quorum



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Approval of Minutes

(Action Item)

11/9/17 Career Services Committee Meeting



DRAFT
Career Services Committee Meeting
Thursday, November 9, 2017
8:00 a.m.

MINUTES

MEMBERS PRESENT: Kathleen Plinske, Richard Sweat, Michael Armbruster, Paul Bough, Brian Michaels, Dorathy Nevitt, Jim Sullivan, and Larry Walter

MEMBERS ABSENT: Wendy Brandon, William D'Aiuto, and Al Trombetta

STAFF PRESENT: Pam Nabors, Mimi Coenen, Nilda Blanco, Bradley Collor, Robert Quinlan, and Kaz Kasal

Agenda Item	Topic	Action Item / Follow Up Item
1	Welcome Dr. Plinske called the meeting to order at 3:00 pm and welcomed those in attendance.	
2	Roll Call / Establishment of Quorum Ms. Kasal reported that there was a quorum present.	
3	Public Comment None Offered.	
4	Approval of Minutes 10/4/17 Career Services Committee Meeting	Mr. Michaels made a motion to approve the minutes from the 10/4/17 Career Services Committee meeting. Mr. Sweat seconded; motion passed unanimously.
5	<p>Information/Discussion/Action Items The following was reviewed in the PowerPoint presentation (attachment): <u>Operations Report</u></p> <p><u>Program Year 17-18 Performance 7-1-17 thru 10-31-17:</u> Mr. Quinlan and Mr. Collor reviewed the performance data: Five of the ten measures were performing on pace and further discussion took place for the remaining five measures that were behind.</p> <p>Dr. Plinkse recommended staff add the number of employees used to calculate the Average Wage measure.</p> <p>The Committee discussed and advised staff to split youth attaining GED from youth earning credentials. GED attainment takes longer, so should track this separately.</p> <p><u>Challenges:</u> Mr. Quinlan and Mr. Collor provided a further review and challenges regarding the goal of individuals trained in HGI,</p>	<i>Staff to split GED measure from credentials measure</i>

reviewing current performance of internships, on-the-job training and Individual Training Accounts (ITA). In order to improve performance of this goal, staff are working with public training providers to rally quality candidates towards industry-focused training to HGI – especially in readiness for the spring session (January 2018). At the training provider meeting on 11/17/17, staff will work with the training providers to better partner and focus to get quality candidates into training in HGI.

With regard to internships, Ms. Coenen stated the challenge is to find the right participants to fill the intern slots. Currently, there are 40 to 50 high-end, full-time internships available. Therefore, it will be important to be very selective, so more pre-screening is required which makes the process slower than before when internships were for less specialized, entry-level jobs.

The Committee discussed setting up a model for each HGI in areas where CSCF paid internships support skills learned by an industry training. After initial short term training, business would take on an intern and then be hired by the business at one level, with potential to grow into a sustainable career path. For instance in Hospitality, after a short-term basic culinary skills training, the career seeker begins an internship funded by CSCF. Then the individual is hired to work at a hotel kitchen. Now that the individual has a job, they can attain further training to move up in their career path to perhaps being a chef.

One-Stop Operator

Mr. Collor provided a first quarter report of ESI's (the designated one-stop operator for CSCF) progress with required partners. Currently, of the 18 required partnerships that exist, 15 MOUs are in place with the remaining 3 partners' MOUs in progress. In early 2018, ESI will begin the process of identifying and securing additional partners.

Hurricane Efforts

Ms. Blanco provided a status report on Hurricane Irma – "Project Restore" stating that 194 individuals are currently participating in "Project Restore" working in temporary jobs to assist with the hurricane clean-up and humanitarian roles. With regard to Hurricane Maria, CSCF continues to provide support services to evacuees to help them connect to employment. CSCF has applied to the state for \$3.2M to provide a board array of services to evacuees over the next 12 months. CSCF has also hosted

	<p>two job fairs and next week will host a third, partnered with Channel 6 and City of Orlando, at CSCF's Osceola office.</p> <p><u>Youth Navigator RFQ</u> Mr. Bough stating that CSCF issued an RFQ for two additional Youth Navigators with the purpose to expand outreach to targeted youth populations. The RFQ was issued on 10/6/17 and six proposals were received. On 10/27/17 a review team consisting of Mr. Bough and staff members Ms. Candace Burns and Mr. Jason Lietz reviewed, evaluated and discussed the six proposals. Based on their analysis, the review team concluded that that none of the responders met all requirements and concurred to reissue the RFQ and review additional proposals in early January with the anticipated goal to attain two additional youth navigators by end of January 2018.</p> <p><u>High Growth Industry Dialogue</u> Ms. Blanco provided additional data on training, placement and wages in HGI for FY 15-16 and 16-17. Ms. Blanco relayed the following highlights:</p> <ul style="list-style-type: none"> • Construction: 90% trainee completion with 70.3 getting placed into employment • Healthcare: 76.2% trainee completion with 79.1% placed into employment. • The follow HGI sectors achieved wages \$13 or above: Trade & Logistics, Business & Professional Services, Manufacturing and Healthcare (Construction slightly under \$13) <p>The Committee reviewed and discussed the importance to for further detailed data separated by training provider/programs and businesses/occupations – i.e. within a hospital, which occupations yield career paths and upward mobility?</p> <p><u>Retreat Follow-up Discussion</u> The Committee concurred that above additional data will help for Retreat follow-up discussion at the December Board meeting and help redefine strategic plan on where to best position assets for greater impact – what are the high growth careers?</p>	<p><i>Staff to provide detailed data separated by training/provider/programs and businesses/occupations.</i></p>
7	<p><u>Other Business</u> Ms. Blanco provided a report on workplace benefits, which is in response to the Committee's question, at the 10/4/17 meeting, on how workplace benefits are tracked as candidates are hired and employers post open opportunities. In summary, Ms. Blanco stated of those</p>	

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	individuals hired 57.5% (from last two program years) and and 44.9% (this program year) have received some level of benefits; and of employers posting job orders 26% (from last two program years) and 27.8% (this program year) offer benefits.	
8	Adjournment There being no other business, the meeting adjourned at 4:51 pm.	

Respectfully submitted,

Kaz Kasal
Executive Coordinator

Welcome

Roll Call

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Youth Navigator RFQ

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Other Business

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A. Operations Report – Bradley Collor/Mimi Coenen/Nilda Blanco

1. Budget Challenges Update
2. Irma Update – Project Restore
3. One Stop Operator

B. Youth Navigator RFQ – Paul Bough

C. High Growth Industry Dialogue – Committee



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Operations Report

Bradley Collor/Mimi Coenen/Nilda Blanco



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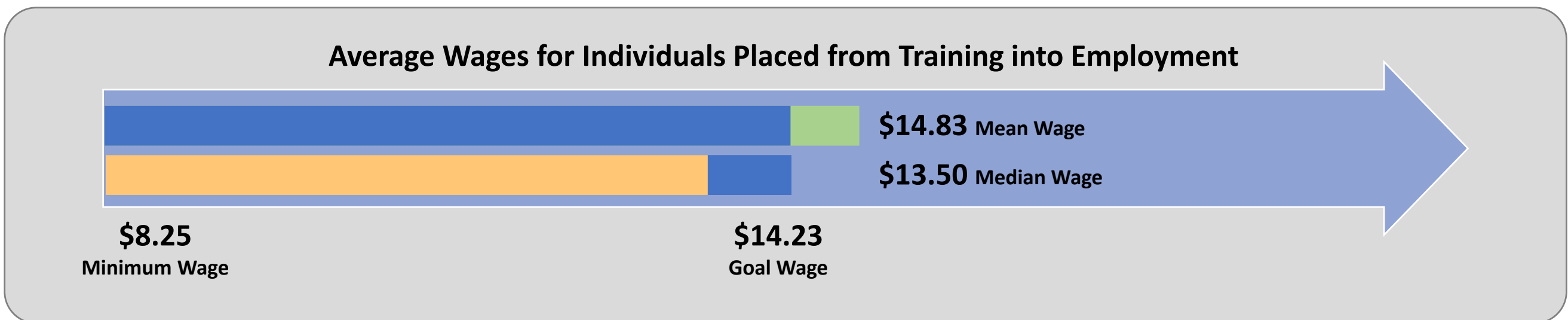
Operations Report






Program Year 17-18 Performance
(July 1, 2017 – December 31, 2017)



PY 17-18 Operations Report

Through 12.31.2017



	PY 17-18 Target		Exceeded goal		On track to meet goal
	PY 17-18 YTD Actual		Behind on goal	Data Source: Employ Florida, OSST	

Budget Challenges Update

ITAs	Annual Enrollment Goal	545		
	Annual Budget	\$3,450,000		
	Mid-Year Projection	Mid-Year Actuals	Year-End Projection	
Enrollments (YTD)	320	300	545	
Expenditures	\$ 500,000	\$ 495,052		
Obligations	\$ 1,500,000	\$ 1,564,845		
	\$ 2,000,000	\$ 2,059,897	\$ 3,450,000	
	58%	60%	100%	
Internships				
Internships	Annual Enrollment Goal	260		
	Annual Budget	\$1,250,000		
	Mid-Year Projection	Mid-Year Actuals	Year-End Projection	
Enrollments (YTD)	50	44	260	
Expenditures		\$ 52,036		
Obligations		\$ 59,141		
	\$ 240,000	\$ 111,176	\$1,250,000	
	19.2%	8.9%	100%	
OJTs				
OJTs	Annual Enrollment Goal	105		
	Annual Budget	\$550,000		
	Mid-Year Projection	Mid-Year Actuals	Year-End Projection	
Enrollments (YTD)	10	11	51	
Expenditures		\$ 25,913		
Obligations		\$ 91,489		
	\$ 52,500	\$ 117,402	\$ 300,000	
	17.5%	39.1%	100%	



Budget to Actual Performance

End of Q1 - not on track



Start of Q2 – made new projections mid-year to adjust

End of Q2 - made needed progress with traditional ITA's



Efforts for Q3 – sustain progress and target all remaining areas.

End of Q4 – meet all projections

Data to left represents Q2 projections through 12/31/17

Irma Update – Project Restore

- Budget Request to DEO: \$2.1 M / Spending Authority to date: \$1,601,841
- Expended to Date: \$925,000 (December 2017)/ Obligations: \$566,000
- Number of Participants: 199
- Number of Veterans in temporary jobs: 16
- Number of Maria evacuees in temporary jobs: 17
- Number of Participants who gained Full-time Employment: 14
- 52 individuals who have succeeded on the job have been extended to February 9, 2018
- Thirteen worksites representing non-profit and public entities have participated. Partners include Heart of Florida United Way, Goodwill Industries, the City of Lake Mary, the City of Leesburg, and the Osceola Council on Aging.
- REMAINING ACTIVITIES: Support ESOL classes for Maria evacuees, potential support to nonprofits providing Irma or Maria related services

One Stop Operator Update

- Education Solutions International is responsible for the coordination and partnership development of the Board's core partners under the Workforce Innovation and Opportunity Act (Adult & Family Literacy, Vocational Rehabilitation)
- Challenges: managed at an arms length; tactically-focused, and transactional
- Realigned Focused (as of December 2017): direct oversight and leadership; focused on relationship-building and strategic recommendations/actions

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Youth Navigator RFQ

Paul Bough





ACTION ITEM

To: Career Services Committee
 From: Mimi Coenen, COO
 Subject: Approval of Youth Navigator RFQ Recommendations
 Date: January 25, 2018

PURPOSE:

CareerSource Central Florida (CSCF) changed the operation of its Workforce Innovation and Opportunity Act (WIOA) funded Youth Program in early 2016 from contracted service providers to CSCF directly delivering youth services. Initial enrollments were not reaching the diversity of participant that WIOA intended, specifically homeless, youth connected to the Juvenile Justice System, foster care youth and young adults with disabilities.

In Oct of 2016, the board approved the recommendation to fund a Youth Navigator leveraging existing organizations areas of expertise with the desired targeted populations and increase youth enrollment to access training and employment opportunities. As a result two organizations were procured as Youth Navigators:

1. Community Based Care (CBC) – serving foster youth
2. Home Builders Institute (HBI) – serving justice involved youth

BACKGROUND:

In June of 2017, the board approved adding additional Youth Navigators to the budget for the new program year 2017/2018, as long as total costs didn't exceed \$350,000 annually. An RFQ was posted October 6, 2017 and closed on October 24 with no recommended selections. A second RFQ was posted November 20th and closed December 31, 2017.

CSCF received responses from eleven community organizations for consideration in the second RFQ solicitation. They included:

1. Center for Independent Living
2. Central Florida Commission on Homelessness
3. Central Florida Urban League
4. Community Initiatives (Community Based Care)
5. Federation of Families of Central Florida
6. Florida Institute of Community Inclusion
7. Global One Networks
8. Goodwill of Central Florida
9. IMPOWER
10. Life Stream Behavioral Center
11. Stop the Violence and Embrace

All were reviewed, rated and scored by a team of CSCF staff and a board member. The top three scores were given to:

Organization	Targeted Population	Counties Served	Initial Budget Request
Center for Independent Living	Individuals with disabilities	Orange, Osceola, Seminole, Polk, Hardee, Highlands and DeSoto	\$44,830
IMPOWER	Foster Care, homeless and intellectually disabled	Brevard, Orange, Osceola, Seminole, Volusia and Polk	\$37,760
Central Florida Urban League	African-American and other underserved minorities, low income and criminal justice attached youth	Orange	\$58,487

ACTION REQUESTED:

CSCF is requesting the Career Services Committee forward a recommendation to the Board for approval to allow staff to conduct contract negotiations, not to exceed the previously approved budget, for the three highest scoring organizations.

- Center for Independent Living in Central Florida, Inc.
- IMPOWER, Inc.
- Central Florida Urban League

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High Growth Industries Dialogue

Committee Discussion



Committee Discussion Questions

- Are there proven successes in training clients from one industry over another?
- Other than traditional training accounts, what additional opportunities can CSCF provide to support:
 - High growth industry?
 - Targeted career tracks?
 - Specific job titles?
- Are there any occupations not supported by CSCF today that could move clients to mid level careers?
- Thoughts on getting the local business perspective to validate true demand?

2018 Orange County Economic Summit

- Sean Snaithe confirmed that the construction, finance, and business/professional services industries are projected for the most growth in 2018
- Hospitality will be strong and steady



Training Facts

- In 2014, CSCF selected six industries of focus based on growth projections through 2021;
- Added new training to support selected industries; Construction, Manufacturing, and Trade & Logistics.
- Program completers average earnings were \$15 or greater in three of the six industries of focus – Manufacturing, Trade & Logistics, and Business / Finance.
- Efforts focused on industries, not specific occupations; about 90% of CSCF training funds were primarily invested in traditional classroom training .

Industry Analysis

Targeted Industry	Employed In General	Employed In Industry	Average Industry Wage	Employed In General	Employed In Industry	Average Industry Wage
	PY 15-16			PY16-17		
Business and Professional	385	127	\$13.20	311	198	\$16.31
Construction	98	75	\$12.64	113	104	\$14.74
Healthcare	339	252	\$15.83	285	228	\$14.30
Hospitality	396	186	\$8.88	140	63	\$10.11
Manufacturing	75	47	\$15.21	78	50	\$15.78
Trade and Logistics	76	53	\$17.38	87	67	\$15.11
Numbers represent unique individuals - not a subset of one another						

Business & Professional Services

Jobs Inside Industry

- Cyber Security IT Professional/
Cyber Security Systems Analyst \$16.17
- Computer Program Analyst/
Computer Systems Analyst \$22.19
- Administrative Assistant \$12.92
- Accounting Assistant /
Accounting Operations \$16.17

Construction

Jobs Inside Industry

- Electricians - Apprenticeship \$16.74
- HVAC Repair Technicians \$13.06
- Construction – General Laborer \$12.00
- Automotive Technician \$14.67
- Heavy Truck Repair \$16.00
- Electrical Trades Helper \$11.00
- Painter – Apprenticeship \$17.96

Healthcare

Jobs Inside Industry

- Nursing Assistant \$11.37 Hr.
- Dental Assistant \$12.38 Hr.
- EMT / Paramedic \$16.25 Hr.
- Speech Therapist \$17.83 Hr.
- Respiratory Therapist \$19.73 Hr.
- Practical Nurse \$16.00 Hr.
- Nursing (A) \$19.93 Hr.
- Physical Therapist \$17.16 Hr.
- Pharmacy Technician \$11.00 Hr.
- Massage Therapist \$12.50 Hr.
- Medical Billing / Health Info \$13.55 Hr.

Hospitality

Jobs Inside Industry

Chefs / Head Cooks

\$10.05

Note: Training method for this industry has traditionally been internship; primarily youth (16-24)

Manufacturing Jobs Inside Industry

- Fabricator \$15.00
- Production Specialist \$14.83
- Assembler (OJT) \$10.00
- Welder \$14.69
- Digital Manufacturer \$24.37

Trade / Logistics

Jobs Inside Industry

- Commercial Truck Driver \$17.01
- OTR Truck Driver \$24.44
- Tractor Trailer Driver \$15.67

Committee Discussion Questions

- Are there proven successes in training clients from one industry over another?
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Adjournment

