June 1st, 2018, 11:00 AM
Epicenter
13805 58th Street North, Clearwater, FL, 33760
Conference Dial: 1-844-815-8411
Conference Code: 268-750#

Science Center Committee

Agenda

I. **Welcome and Introductions**.....Lenné Nicklaus, Chair

II. **Action/Discussion Items**

1. Approval of Minutes – November 20, 2017 ..... Page 2

III. **Other Administrative Matters**

(Items of urgency not meeting the seven-day guideline for committee review)

IV. **Information Items**

1. Science Center Update……..... Page 5
2. Programs Update……..……. .. .Page 6
3. Manufacturing Skills Development Grant…… . Page 8
4. Facilities Updates …… ..... .Page 10
5. Financial Report …….. ....Page 11
6. Capital Improvement Account ..... Page 12
7. Sponsorships..... Page 13

V. **Committee Members Comments**

VI. **Public Comments**

VII. **Adjournment**

Next Science Center Committee Meeting – August 2018 (TBA)

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CareerSource Pinellas
Science Center Committee Meeting

Date: November 20, 2017 10:00 am
Location: Science Center of Pinellas, 7701 22nd Ave N. St. Petersburg, 33710

Call to Order
Chair Lenné Nicklaus called the meeting to order at 10:05am. There was a quorum present with the following Science Center Committee members participating.

Members in attendance
Patrick Baymont, Shri Goyal, Jennifer Holloway, John Kearney, Lenne Nicklaus-Ball (Chair), Sara Patterson, Richard Peck.

Members not in attendance
Bridgette Bello ,Kevin Carr, David Fries, Aundre Green, Brad Jenkins, Walter McCracken, Andy Malcolm, Kim Marston, Mike Mikurak, Jim Sampey, Joseph Shankwitz, Mark Swanson, Andy Zolper

Staff Present
Edward Peachey, Jennifer Brackney, Amy Lee, Howard Nguyen, Luna Clarke.

Action Item 1 – Approval of Minutes
The minutes of September 22, 2017 Science Center/STEIC Committee meeting were presented for approval.

Motion: John Kearney
Second: Lenne Nicklaus
The minutes were approved as presented. The motion carried.

Action Item 2 – Approval of Charter School Project
The Science Center of Pinellas offers a great opportunity to educate local youth and prepare them for future careers. Currently, the Science Center hosts the Tampa Bay Youth Build (TBYB) Program, which aims to assist at-risk and low-income youth satisfy GED and diploma requirements. The program is currently providing supportive services and skills-training to 32 students enrolled, and is expected to enroll an additional 38 students in spring 2018. CareerSource Pinellas intends to transform this program into a charter school in Pinellas County School District for the 2019-2020 school year. The school will share the name, "Science Center of Pinellas" and operate at the Science Center location, as well as some construction sites that currently work with TBYB. With charter school certification, the Science Center will receive funding to enhance the resources of the program, enabling growth of student enrollment and, in turn, the betterment of the lives of community youth.
The charter school application process is quite extensive and the project includes four phases:

LETTER OF INTENT	A brief letter submitted containing mission statements, board of director member contact information, general location, and student enrollment figures	**ASAP**
PART 1 of APPLICATION	A 110 page document including every specific involved with successfully operating a school in Pinellas Co.	2/1/18
PART 2 of APPLICATION	If Part 1 is approved, applicants advance to the next round	3/1/18
CONTRACT NEGOTIATION	If approved, the school district will present a contract for negotiation	4/1/18

With success of this process, the Science Center will be a fully functional charter school and have the ability to positively impact more people in the community.

Motion: Lenne Nicklaus
Second: Richard Peck / John Kearney
The Science Center is recommending approval to move forward with the capacity building project recommending approval to move forward with the charter school project, review attached Letter of Intent, and submit the letter through the appropriate channels. The motion carried.

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Other Administrative Matters
None.

Information Items

1. **STEIC Training**

Cyber Security Program:
Cyber Security includes 3 stackable industry certifications:

- A+ Prep and Certification
- Network + Prep and Certification
- Security + Prep Certification

Participants Served during PY2017-2018 thru 9/30:
Total Enrolled – 30
Total Completers – 0 (current classes will end January 11, 2017
Total Remaining in Training – 27
Total Placements – 21
Due to IRMA, the class schedule was extended with CIE approval to accommodate added class and study time.
New Classes for Cyber Security are scheduled for January 22 and January 23, 2018 start.

Pre-Vocational Certification Programs now rebranded *Career Ready*

Soldering Program
July-September 2017: 12 completers
Placements – 4
Next class of 12 started on October 23

Mechatronics/Robotics Program
July-September 2017: first Pinellas class to start November 17, 2017
Seating: 12-14 per class

Construction Trades Program
July-September 2017: 8 completers
Placements: 6
Next class of 8 started on October 9

Irrigation Tech Program
Currently under review to add classes during PY2017- 2018

Other Certification Programs:

- **MOS Certification Program**:
  117 Served
  75 certifications attained
- **AHLEI Hospitality Certification Program**:
- 109 Served
  134 certifications attained
- **Penn Foster Program:**
  33 Served
  11 High School Diplomas attained

Youth Stem Programs during PY2017-2018:
StemE classes scheduled: 187
Planned students: 3,316
Total Classes Held: 56
StemE Youth Served: 1,01

2. **Robotics Manufacturing Skills Development Grant Award- (July 2017–June 2018)**

CareerSource Pinellas was awarded $400,000 from a state Earmark grant to provide Career Ready manufacturing skills development training and/or paid work experience to serve 100 adults and 50 youth from July 1, 2017 - June 30, 2018. The grant requires us to serve 48 adults in Robotics/Mechatronics, 50 youth and 20 OJT.
Career Ready Training programs include:

- Robotics/Mechatronics
- Soldering and Cabling
- OJT

The 50 youth will receive services through Summer, Winter, and Spring STEM camps.

To date through September 30:
Goal: Train 48 Adults in Robotics/Mechatronics

- Total 24 participants have been enrolled in the Earmark grant.

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- 12 participants have been enrolled in Mechatronics/Robotics classes (25% of goal)
- 12 Soldering/Cabling participants have been enrolled in PY2017-2018 Robotics Manufacturing Skills grant

- Total of 12 participants have completed (Robotics students remain in class thru 11/17/17)
- 4 participants placements to date

Goal: Train 50 Youth participants in Robotics/Mechatronics

- 20 Youth have completed training to date

Upcoming Classes:

- 4 additional classes for Mechatronics/Robotics are on the schedule for PY2017-2018 hitting every 8 weeks.

Under our **CareerReady programs** which are short certification programs with employability skills training leading to an industry certification and transition into manufacturing or trades employment, we have launched the new Mechatronics/Earmark. Curriculum has been developed for this 8-week program with 4 modules and ability to earn 4 stackable industry certifications for a job into today's advance manufacturing.

Under Mechatronics Robotics, the program will provide students with knowledge in electronics, mechanics, and computer programs offering both theory and practical skills needed to design and maintain mechatronic systems. Instruction will include applied experience in:

a. Mechanical (2 weeks)
b. Electrical (2 weeks)
c. Automation (2 weeks)
d. Programmable Logic Control (2 weeks)

3. Facilities Update

Fire Inspection Report:

FL NFPA 01 13: Chapter 13 Fire Protection Systems

Action Required: Fire Protection System – Currently meeting with the following companies to discuss the provided quotes and confirm the required system for the Tyrone Center:

- A Total Solutions, Inc.
- Security Alarm System, Inc.
- Commercial Fire and Communications

Action Required: Have Fire Protection contractor conduct required inspection and/or maintenance of standpipe – Working with companies to determine a resolution and ensure proper handling of standpipe.

FL NFPA 101 13:

Chapter 15 Existing Educational Occupancies

Action Required: All rooms greater than 1000 ft2 shall have minimum of two exit access doors – Currently working with Marie Brumer of St. Petersburg Fire and Rescue as rooms listed are less than 1,000 sq. feet due to dead space. Reevaluation of what additional doors are being determined. The locking of Room 119 is not needed due to having two exit doors already existing in room and room size less than 1,000 sq. feet

Financial Report

A summary of financial activities for the Science Center, through period ending September 30, 2017.

Sponsorships

We gratefully acknowledge all the generous contributions made in sponsorship to the Science Center of Pinellas.

Committee Members Comments

None

Public Comments

There were none.

Adjournment

The meeting was adjourned at approximately 10:39 a.m.

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Information Item 1

Update on Science Center

Background: Effective December 12, 2014, a business loan was obtained for the principal amount of $700,000 with an interest at a rate of 4.650% per annum based on a year of 360 days. The proceeds of the loan were used to pay-off the remaining principal and interest of the mortgage payable existing at June 30, 2014. The payment terms require 59 regular payments of $4,511 each and one irregular payment of $585,710. The final payment will be due on December 10, 2019, and will be for all principal and all accrued interest not yet paid.

Update:
The following options are available to refinance the current loan maturing December 2019 based on monthly payment of principal balance of $625,000:

- 15 year fixed rate/15 year amortization – 5.19% – monthly payment = $5,004.54
- 10 year fixed rate/10 year amortization – 4.99% – monthly payment = $6,626.04
- 10 year fixed rate/20 year amortization – 5.39% – monthly payment = $4,260.56
- 5 year fixed rate/20 year amortization – 4.99% – monthly payment = $4,121.27

The Organization also looked into the square footage cost of commercial property in the St. Petersburg area with comparable square footage and noted the price per sq. ft. ranged from $9 to $33 as follows:

- Address: 200 Central Avenue, St Pete FL 33701. SF available: 2,043-30,416. $27 - $33 per sq. ft.
- Address: 300 Carillon Pkwy, St. Pete FL 33716. SF available: 25,000 – 500,000. $33 per sq. ft.
- Address: 11100 Roosevelt Blvd, St. Pete FL 33716. SF available: 20,000 – 80,000. $32 per sq. ft.
- Address: 11500 Dr Martin Luther King Jr. St. N, St. Pete FL 33716. SF available: 5,970 – 32,829. $9 per sq. ft.
- Address: 9720 Executive Center Dr. N, St. Pete FL, 33702, SF available: 15,269 – 30,539. $20 - $25 per sq. ft.
- Address: 490 1st Ave S, St Pete, FL 33701, SF available: 1,815 – 71,482. $27 - $28 per sq. ft.

Information Item 2 – Science Center Programs Update

Quarter 1 thru March 31, 2018
Program Reporting

Cyber Security Program:

Cyber Security includes 3 stackable industry certifications:

- A+ Prep and Certification
- Network + Prep and Certification
- Security + Prep Certification

Participants Served during PY2017-2018 thru 03/31/18:
Total Enrolled – 58
Total Completers – 18
Total Remaining in Training – 23 (11 current students are employed while in training)
Total Placements – 38

Due to IRMA, some students had barriers arise and withdrew from training.
New Classes for Cyber Security will start for A+ on 04/03/18 with 9 students seated and 1 additional student returned for Network+ starting on 04/16/2018.

Pre-Vocational Certification Programs now rebranded *Career Ready*

Soldering Program
July-March 31, 2018: 37 completers
Placements – 24

Mechatronics/Robotics Program
July-March 31, 2018: 13 completers
Placements: 7
Current Class: 7 students remain in training

Construction Trades Program
July-March 31, 2018: 27 completers
Placements: 15
Next class of 8 starts this week

Irrigation Tech Program
Currently under review to add classes during PY2017- 2018

Sector IT Training started in January 2018
Python IT Training:
Jan-March 31, 2018: 10 completers
Placements – 0

SQL Microsoft
Jan-March 31, 2018: 5 completers
Placements – 0

Other Certification Programs:

- **MOS Certification Program:**
  137 Served
  75 certifications attained
- **AHLEI Hospitality Certification Program:**
- 199 Served
  213 certifications attained (multiple certificates may be earned)
- **Penn Foster Program:**
  33 Served
  9 New Starts
  11 High School Diplomas attained

Youth Stem Programs during PY2017-2018 thru March 31, 2018:
StemE Field Trips and Classes:

StemE classes scheduled: 300
Planned students: 3,316

Total Classes Held: 230
StemE Youth Served: 5,169

Spring Break Camp:

A successful Spring Break camp was hosted at the Science Center during the week of Pinellas County Schools Spring Break from March 26th thru 30th.

- **31** youth were served during camp
  - 18 Attended K thru 3rd Grade Camp
  - 13 Attended 4th thru 6th Grade Camp
  - 15 youth attended before or after care
  - 4 Scholarships were awarded

Summer Camp:

Planning is wrapping and kick off set for Summer Camp 2018 at Tyrone Center

- Reservations are still being received. To date there have been **325** youth seated with close to **100** youth accessing before or after camp care.
- Themed science camps will run from May 29th through August 10th, from 9:00a.m.-4:00p.m.
- Before Care will be available from 7:30 a.m. till camp start and After Care: until 6:00 p.m.

Information Item 3

Robotics Manufacturing Skills Development Grant Award

July 2017 – June 2018

CareerSource Pinellas was awarded $400,000 from a state Earmark grant to provide CareerREADY manufacturing skills development training and/or paid work experience to serve a minimum of 48 adults and 50 youth from July 1, 2017 - June 30, 2018. The grant requires us to serve 48 adults in Mechatronics, 50 youth in Robotics and 20 OJT.

Training programs include:

- Mechatronics
- Robotics
- Soldering and Cabling
- OJT

The 50 youth will receive services through Summer, Winter, and Spring STEM camps.

To date through March 31, 2018:

Goal: Train 48 Adults in Mechatronics

- Total 43 participants have been enrolled in Mechatronics or 90% of goal.
    - Additionally, 38 Soldering/Cabling participants have been enrolled
- Total of 33 participants have completed Mechatronics (7 Mechatronics students remain in class thru 03/31/18). Additionally, a total of 36 Soldering/Cabling students have completed.
- 25 participant placements to date

Goal: Train 50 Youth participants in Robotics

- 38 Youth have completed training to date or 76% of goal

Goal: Enroll 10 participants into OJT

- In progress

Upcoming Classes:

- 2 additional classes for Mechatronics have started or on the schedule for PY2017-2018 hitting every 8 weeks.

Under our **CareerREADY programs,** which are short certification programs with employability skills training leading to an industry certification and transition into manufacturing or trades employment, we have launched the new

Mechatronics/Earmark. Curriculum has been developed for this 8-week program with 4 modules and ability to earn 4 stackable industry certifications for a job into today's advance manufacturing.

Under **Mechatronics**, the program will provide students with knowledge in electronics, mechanics, and computer programs offering both theory and practical skills needed to design and maintain mechatronic systems. Instruction will include applied experience in:

a. Mechanical (2 weeks)
b. Electrical (2 weeks)
c. Automation (2 weeks)
d. Programmable Logic Control (2 weeks)

Information Item 4 – Facilities Update

Let's Pave the Way - Science Center Parking Lot Beautification

Through a capitalization grant award from the Juvenile Welfare Board, the Science Center was awarded resources to repave the parking lot and restripe lines. The $38,000 renovation also included resurfacing for the non-paved parking lot inside the back. The selected vendor started and completed work in the month of May, prior to the start of Summer Camp 2018. Stop by and see the center upgrade that has enhanced the Science Center exterior, and provided a safer environment for participants and students.

Science Center Fire Inspection and Outstanding Work Needed:

Follow-up Fire Inspection was recently conducted by the City of St. Petersburg of the Science Center. The following issues were found to be outstanding:

1. *ACTION REQUIRED: Provide inspection report(s) for dry standpipe system. Correct any deficiencies if noted. Provide copy of report(s) to marie.brumer@stpete.org or fax to 727-892-5011.*
2. *ACTION REQUIRED: Have fire protection contractor provide a fully compliant fire alarm system for the entire building. A permit with the City's Building & Construction Services shall be required. Provide documentation to marie.brumer@stpete.org or fax to 727-892-5011.*
3. *ACTION REQUIRED: All rooms greater than 1000 ft2 shall have minimum of two exit access doors. A permit with the City's Building & Construction Services shall be required. LOCATION: Provide second exit access door for rooms 208, 214, 216.*

Updates:

Item 1: Work has been completed for the Standpipe system inspection and we are awaiting the receipt of the inspection report to provide to the City.

Item 2: Quotes have been obtained from current vendor supporting the building's fire alarm system. The sum of the proposed work is $9,300 (fire alarm devices to comply with current code) and $7,860 (replace discontinued EST2 fire alarm panel with a newer IO 1000 fire alarm panel) totally $17,160. Other quotes were noted by previous staff working on issues, but found to be insufficient. New competitive quotes are being sought at this time.

Item 3: Staff obtained a quote from the JB Group to install the three needed doorways for $7,822. Additional quotes were obtained verbally that ranged from $15,000 to $35,000 to have three additional egress doors installed upstairs. New competitive quotes are being sought at this time.

Anticipated scope of work needed is be estimated at $25,000.

STEMe/STEIC
Statement of Activities (unaudited)
April 30, 2018

Revenues and support:	STEMe	STEIC	Able Trust	Earmark Grant	Total
Camps and aftercare	76,662	-	-	-	76,662
STEIC manufacturing	-	63,250	-	-	63,250
Cyber Security	-	61,635	-	-	61,635
Educational programs	52,897	-	-	-	52,897
Contributions and sponsorships	36,368	-	-	-	36,368
Grant revenue - State	-	-	-	241,945	241,945
Grant revenue - Local	750	-	47,175	-	47,925
Store Sales	8,146	-	-	-	8,146
Other income	3,341	-	-	-	3,341
Total revenues and support	178,164	124,885	47,175	241,945	592,169
Expenses:					
Salaries and Fringe	109,242	15,534	36,079	131,793	292,648
Contract labor-STEIC manufacturing	-	42,450	-	4,000	46,450
Contract labor-education programs	21,288	-	-	-	21,288
Cyber security expense	-	60,600	-	-	60,600
Customer Training	-	2,548	615	39,042	42,205
Interest expense	29,135	-	-	-	29,135
Indirect/Admin	20,402	6,796	10,481	18,906	56,585
Occupancy	4,008	2,810	-	13,506	20,324
Community outreach	28,270	-	-	3,091	31,361
Office and operating expenses	12,249	1,705	-	24,734	38,688
Accounting and professional	2,044	-	-	6,873	8,917
Insurance	3,689	514	-	-	4,203
Vehicle expense	2,600	-	-	-	2,600
Other exp	5,988	2,394	-	-	8,382
Total Expenses	238,914	135,351	47,175	241,945	663,386
Change in unrestricted net assets	(60,750)	(10,466)	-	-	(71,217)
Net assets at June 30, 2017					1,951,817
Net assets at April 30, 2018					$ 1,948,940

Information Item 6

Capital Improvement Account

Background

On October 30, 2015, the CareerSource Pinellas Finance Committee approved a modification to the Organization's Fixed Asset Policy. One aspect of this modification was the implementation of a capital improvement account. The capital improvement account is maintained within the general fund. The account is designated to track cash available for capital improvements to buildings as they become necessary. The current capital improvement account balance is approximately $105,000.

Sponsors

Your commitment to the Science Center is very much appreciated. On behalf of the staff, Board of Directors, and most importantly, the children, we gratefully acknowledge your generous sponsorship.

INNOVATOR - $50,000

Duke Energy

EXPLORER - $10,000

Foundation for a Healthy St. Petersburg
Junior Achievement of Tampa Bay
National Aviation Academy
Pinellas Education Foundation
Thomas A. & Mary S. James Foundation
CareerSource Staff & Friends

SUPPORTER - $5,000

Alice Radcliffe Estate
AMETEK
Baycare Health Systems
Charles A. Lauffler Trust
Complete Technology Solutions (CTS)
Geographic Solutions
Gulf Coast Iguana Sanctuary
Little Oceans Aquarium
Nicklaus of Florida, Inc.
St. Petersburg Astronomy Club, Inc.
Suncoast Credit Union Foundation
University of South Florida Board of Trustees

ADVOCATE - $2,500

Community Foundation of Tampa Bay
William O'Neill Trust

CORPORATE FRIEND – Up to $1,000

Amplex
DRS Technologies
Galen College of Nursing
GE Aviation
International Brotherhood of Electrical Workers (IBEW) Local 915
Power Technologies Inc.
Publix
Raytheon
QTM, Inc.
Wells Fargo
Walmart

INDIVIDUAL FRIEND – Up to $1,000

Amy Fine Anderson, DMD PA
Patricia Jacobs
Allen Loyd
James Moore
Richard Peck
David Piper
William Price
Betty Sherer
James Spangler
Lynne Hensley