

**CareerSource Pinellas  
Workforce Solutions Committee Meeting**

Date: September 11, 2018 at 2:30pm.  
Location: 13805 58<sup>th</sup> Street N. Clearwater, FL, 33760

**Call to Order**

Chairman Michael Gliner called the meeting to order at 2:30pm. There was a quorum present with the following Workforce Solutions Committee members participating.

**Members in attendance**

Jody Armstrong, Candida Duff, James England, Michael Gliner, Andrea Henning (phone), Mark Hunt, Michael Jalazo (phone), Adrian LaTrace, Michael Meidel, Rebecca Sarlo, Zachary White.

**Members not in attendance**

Vivian Amadeo, Diane Hufford, Jason Krupp, William Law, Kim Marston, Kay McKenzie, Chad Simpson, Glenn Willocks.

**Staff Present**

Jennifer Brackney, Don Shepherd (phone), April Torregiante, Luna Clarke, Steven Blakey.

**Guests**

Tom Mundano – Amskills  
Cesar Ruiz – Learning Alliance  
Dr. Delsado – Southern Technical College

**Action Items**

**Item 1 – Approval of minutes**

The minutes of the August 7, 2018 Workforce Solutions Meeting were presented for approval.

Motion: Jody Armstrong

Second: Mark Hunt / Adrian LaTrace

*The minutes were approved with correction made to reflect that Mark Hunt attended in person. The motion carried.*

**Item 2 – Approval of Training Vendor- ICTC Governing Board dba AmSkills**

AmSkills Apprenticeship Program is certified under the Florida Department of Education, Division of Career and Adult Education in the trades of Electronics Technician, Industrial Maintenance Repairer, Mechatronics, Tool and Die Maker. Staff conducted a site visit on Tuesday, July 24, 2018.

**Courses/Certificate/Diploma Programs**

Program – Course # - Type of Degree or Certificate	Books & Supplies	Tuition	Fees	Total Cost	Duration Of Training	Completion Rate	Average Wage At Placement
Pre-Apprenticeship Skills Training	\$300	\$1,792	\$0	\$2,092	400 clock hours/ 17 weeks	95%	\$12.00 per hour

- School Opened: 8/20/2014
- School Locations:

Regional Headquarters & Training Center Marchman Technical College 7825 Campus Drive, Building 6 New Port Richey, Florida 34653	Adult Pre-Apprenticeship Program Northeast High School 5500 16 <sup>th</sup> Street North, St. Petersburg, FL. 33703
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- Total enrollments for prior year: 20
- Total Cost, Completion Rates and Average Wage at Placement for the program are comparable to other schools that offer the same type of training.

- Currently there are several other approved training vendors for LWDB 14 that offer Registered Apprenticeship training.

*NOTE: In accordance with CareerSource Florida Administrative Policy #90 – WIOA Eligible Training Provider List when the training provider has met the established criteria LWDB are required to approve the training provider.*

Motion: Mark Hunt

Second: Jody Armstrong

*The Workforce Solutions Committee is recommending approval of ICTC Governing Board dba Amskills as an approved training vendor for LWDB 14. The motion carried.*

### **Item 3 – Approval of Training Vendor - Knowledge Quest Education Solutions Inc. dba Learning Alliance Corporation**

Learning Alliance Corporation has a license from the Commission for Independent Education. Staff conducted a site visit on Tuesday, 7.24.2018. Learning Alliance Corporation will start reporting to FETPIP.

#### **Courses/Certificate/Diploma Programs**

<b>Program – Course # - Type of Degree or Certificate</b>	<b>Books &amp; Supplies</b>	<b>Tuition &amp; Fees</b>	<b>Total Cost</b>	<b>Duration Of Training</b>	<b>Completion Rate</b>	<b>Average Wage At Placement</b>	<b>Retention Rate</b>
Broadband Digital Installer	Included	\$10,000	\$10,000	304 hours	95%	\$12	95%
Business Information Systems	Included	\$3,500	\$3,500	240 hours	95%	\$12	95%
* Practical Project Management	Included	\$7,500	\$7,500	300 hours	N/A	Anticipated \$14	
* Lean Sigma Green Belt Champion	Included	\$7,500	\$7,500	300 hours	N/A	Anticipated \$14	

*\* New programs approved by Florida Department Education on 3.5.2018*

- School Opened for 16 years
- Total enrollments for prior year: 43
- Total Cost, Completion Rates and Average Wage at Placement for the program are comparable to other private schools that offer the same type of training.

*NOTE: In accordance with CareerSource Florida Administrative Policy #90 – WIOA Eligible Training Provider List when the training provider has met the established criteria LWDB are required to approve the training provider.*

Motion: James England

Second: Jody Armstrong

*The Workforce Solutions Committee is recommending approval of Learning Alliance Corporation as an approved training vendor for LWDB 14. The motion carried.*

### **Item 4 – Approval of Training Vendor - Southern Technical College – Tampa Campus**

Southern Technical College has a license from the Commission for Independent Education (#2274). Staff conducted a site visit on Wednesday, August 29, 2018. Southern Technical College currently reports to FETPIP.

#### **Courses/Certificate/Diploma Programs**

<b>Program – Course # - Type of Degree or Certificate</b>	<b>Books &amp; Supplies</b>	<b>Tuition</b>	<b>Fees</b>	<b>Total Cost</b>	<b>Duration Of Training</b>	<b>Completion Rate</b>	<b>Average Wage At Placement</b>
Diagnostic Medical Sonographer-AS	\$0	\$41,552	\$0	\$41,552	98 Credit Hour	15.9%	\$26.63 per hour

Management -BS	\$0	\$38,400	\$0	\$38,400	192 Credit Hours	23.8%	\$14 per hour
Medical Assistant - Diploma	\$0	\$17,500	\$0	\$17,500	51 Credit Hours	9.4%	\$10.50 per hour
Medical Laboratory Technician-AS	\$0	\$35,910	\$0	\$35,910	105 Credit Hours	9.4%	\$16.50 per hour
Nursing -AS	\$0	\$45,885	\$0	\$45,885	115 Credit Hours	9.7%	\$25 per hour

- School Opened: 2000
- Total enrollments for prior year: 327
- Total Cost, Completion Rates and Average Wage at Placement for the program are comparable to other private institutions that offer the same type of training.

*NOTE: In accordance with CareerSource Florida Administrative Policy #90 – WIOA Eligible Training Provider List when the training provider has met the established criteria LWDB are required to approve the training provider.*

Motion: Jody Armstrong

Second: Adrian LaTrace

*The Workforce Solutions Committee is recommending approval of Learning Alliance Corporation as an approved training vendor for LWDB 14. The motion carried with one NAY from Mark Hunt.*

#### **Other Administrative Matters**

None

#### **Information Items**

#### **1. Workforce Solutions Strategic Plan: Goals Update (Monthly Update Covering thru July 2018)**

#### **Goal I - Provide Employers with a Skilled Workforce**

**Professional Talent of Tampa Bay:** networking group providing professional level job seekers the ability to connect and interact with their peers as well as a dedicated Business Services staff member

Period	Performance	YTD
<b>Program Year 2017-2018</b>	No of Placements	383
	Average Wage \$	32.03
<b>Program Year 2018-2019</b>	No of Placements	9
	Average Wage \$	30.11

#### **Goal II - Develop Effective Employer Based Workforce Programs**

Employers may utilize the OJT program to effectively mitigate the upfront training costs associated with hiring new employees. The program provides an opportunity for individuals who already possess some job-related skills.

#### **On the Job Training (OJT)**

Period	Performance	YTD
<b>Program Year 2017-2018</b>	Total Funding	\$ 311, 773
	# of Trainees	167
	# of Employers	57
	Ave. Wage at Placement \$	16.84
<b>Program Year 2018-2019</b>	Total Funding	\$ 415, 000
	# of Trainees	13
	# of Employers	9
	Ave. Wage at Placement \$	15.63

**Paid Work Experience** (PWE) is a career preparation program intended to expose young workers to a business environment, with a focus on skill development in high demand occupations.

Period	Performance	YTD
<b>Program Year 2017-2018</b>	Total Funding	\$ 146,654
	# of Trainees	109
	# of Employers	32
	Ave. Wage at Placement \$	10.46
<b>Program Year 2018-2019</b>	Total Funding	\$275,000
	# of Trainees	5
	# of Employers	3
	Ave. Wage at Placement \$	12.07

The **EWT (Employed-Worker Training) program** is designed for businesses who seek to enhance the professional skills of existing employees.

Period	Performance	YTD
<b>Program Year 2017-2018</b>	# of EWT Awards	14
	# of Trainees	611
	Total EWT Funding	\$ 216,825.97
	Total Employers	17
<b>Program Year 2018-2019</b>	# of EWT Awards	0
		# of Trainees
		Total EWT Funding
		Total Employer Contribution

**IWT:** For-profit, small- to mid-sized businesses in Florida may be eligible for grant dollars to help pay for training existing employees.

Company	Amt. Requested
JAFtech Manufacturing, Inc.	\$14,493.00
Electronic Precepts Florida	\$28,615.00
Mother Kombucha LLC	\$7,593.00
3T-Innovations, LLC	\$14,625.00
A&K Electronics	\$4,125.00
Quality Thin Films, Inc.	\$5,625.00
MSP – Industries	\$3,750.00
Oakhurst Signs	\$7,875.00
Dosatron International, Inc.	\$29,340.00
EMW Laser, Inc.	\$1,500.00
SIO CNC Machining, Inc.	\$5,625.00
Ayanna Plastics & Engineering, Inc.	\$59,261.00
Northeast Underwriters	\$15,000.00
Tuthill Corporation – Plastics Division	\$4,250.00
ITX Learning Partners, LLC	\$29,198.00
Comprehensive Supply Company	\$3,500.00
<b>Total:</b>	<b>\$234,375.00</b>

**QRT:** New businesses or those relocating to or expanding in Florida may be eligible for grant dollars to help pay for training new employees.

Company	Amt. Requested
Power Design, Inc.	\$507,150.00
<b>Total:</b>	<b>\$507,150.00</b>

**TampaBayIntern.com** provides an exclusive and unique opportunity for employers to connect with current students and recent graduates seeking employment opportunities.

### Internship Programs

Period	Performance	YTD
Program Year 2017-2018	No of Employers	91
	No of Internships	152
	No of Interns Registered	532
	No of Placement	92
Program Year 2018-2019	No of Employers	7
	No of Internships	10
	No of Interns Registered	57
	No of Placement	2

### Goal III – Effectively Market and Brand Services and Programs

There was some discussion about the progress of the new website. Ms. Brackney gave an ETA for launch for the beginning of October 2018. Members expressed their encouragements for continuous social media postings, in order to continue to reach our customer-base to promote the various programs, job fairs and career events. It was also recommended by the committee chair that an event be put in place, to cater to employer-needs. An example would be to hold a session where employers would be invited to learn more about the programs we offer, and how their business can benefit from those available programs.

### Website Traffic:

Period	Performance	YTD
Program Year 2017-2018	# of People Visited Site	106,329
	# of Visits	165,601
	Page Views	692,835
	Returning Visitors	21.7%
	New Visitors	72.3%
Program Year 2018-2019	# of People Visited Site	14,306
	# of Visits	23,937
	Page Views	110,789
	Returning Visitors	27.4%
	New Visitors	73.0%

### Social Media Traffic:

Period	Performance	YTD
Program Year 2017-2018	# of New Twitter Followers	93
	# of New Facebook Fans	338
	# of New LinkedIn Followers	237
	# of Engagements	6129
	# of Impressions	2,209,900
Program Year 2018-2019	# of New Twitter Followers	-16
	# of New Facebook Fans	43
	# of New LinkedIn Followers	28
	# of Engagements	963
	# of Impressions	58,300

### Job Fairs:

Date	Type	No. of Employers	No. of Job Seekers
10/11/2017	TBI Event	32	237
11/08/2017	CSPIN General/Veteran Event	31	432
02/22/2018	TBI Event	37	117
03/21/2018	CSPIN/CSTB Dual Mixer	12	122
06/14/2018	Construction Job Fair	23	112

On September 6th, an industry-specific job fair was held at the Epicenter. It was centered around Customer Service and Hospitality industries. The next event of this kind will be a Manufacturing job fair, which will be held at the Science Center of Pinellas on October 25<sup>th</sup>.

**Objective 3: Encourage participation with partners within the community.**

*Request for Bids from local Chambers and Associations was posted and is currently open.*

CareerSource Pinellas (CSPIN), the local workforce board for Pinellas County is seeking **Partnership Agreements** with local Chambers and business associations for the period August 2018 thru July 2019.

Instructions are posted online at: <http://careersourcepinellas.com/pages/rfps>

**2 & 3. Statewide Demand and Regional Targeted Occupational Lists**

The Department of Economic Opportunity's (DEO) Bureau of Labor Market Statistics (LMS) publishes Statewide Demand Occupational Lists on the Department's website. The Statewide Demand Occupations list identifies the labor market needs of Florida's business community and encourages job training based on those needs, with emphasis on jobs that are both in high demand and high skill/high wage. This list is used as a baseline for establishing the regional Targeted Occupations List (TOL). The Local Workforce Development Boards (LWDBs) develop and use their TOLs to identify occupations for which eligible adults and dislocated workers may receive training assistance under the Workforce Innovation and Opportunity Act (WIOA). The enclosed documents were:

- **Statewide Demand Occupational Lists for:**
  - PY 2016-2017
  - PY 2017-2018
  - PY 2018-2019
- **Regional Targeted Occupational Lists for:**
  - PY 2016-2017
  - PY 2017-2018
  - PY 2018-2019

**4. CareerSource Summit: Summary of Workforce Needs**

Last year, a summit was held by CareerSource Pinellas and Tampa Bay to address the workforce needs of regional employers. Participants were asked to share the workforce priorities of their specific industries, the impact of technology on their industries, the hiring and retaining needs of their industries, In partnership with the Collaborative Labs, a summary of the feedback was compiled. Responses were received from four separate target industries: healthcare, technology, manufacturing, and financial services. This information was included in the packet.

**Reports**

Several reports were provided as information items, such as the Global Performance Report, the Performance Funding Model, the DEO daily Governor's challenge, and the Monthly Management Report.

**Public Comments**

None

**Committee Members Comments**

- Members recommended participating in public chamber meetings, as a way to increase outreach and educate employers in the area about our programs/services.

**Adjournment**

The meeting was adjourned at approximately 3:18pm.