

**CareerSource Pinellas
Workforce Solutions Committee Meeting**

Date: November 13, 2018 at 2:30pm.
Location: 13805 58th Street N. Clearwater, FL, 33760

Call to Order

In Chairman Gliner’s absence, Mr. Mark Hunt stepped in as the acting chair and called the meeting to order at 2:30pm. There was a quorum present with the following Workforce Solutions Committee members participating.

Members in attendance

Vivian Amadeo (phone), Jody Armstrong, James England (phone), Mark Hunt, Michael Jalazo, Kay McKenzie, Andrea Falvey (for Meidel), Glenn Willocks (phone).

Members not in attendance

Candida Duff, Michael Gliner, Andrea Henning, Diane Hufford, Jason Krupp, Bill Law, Kim Marston, Rebecca Sarlo, Chad Simpson, Zachary White.

Staff Present

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

Action/Discussion Items

Item 1 – Approval of minutes

The minutes of the September 11, 2018 Workforce Solutions Meeting were presented for approval.

Motion: Jody Armstrong

Second: Andrea Falvey

The minutes were approved as presented. The motion carried.

Item 2 – Approval of Training Vendor: American Red Cross – Nurse Assistant Program (ID# 5153)

The American Red Cross has a license from the Commission for Independent Education (CIE). Staff conducted a site visit on Thursday, 11.8.2018. CIE coordinates the gathering and analysis of student performance data with FETPIP.

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	Retention Rate
Nursing Assistant Certificate	Included	\$1,566	\$1,566	124 hours	93%	\$11	95%

- Training facility open for 4.5 years
- Total enrollments for prior year: 72
- Total Cost, Completion Rates and Average Wage at Placement for the program are comparable to other institutions that offer the same type of training.

Motion: Jody Armstrong

Second: Kay McKenzie

The Workforce Solutions Committee is recommending approval of The American Red Cross as an approved training vendor for LWDB 14. The motion carried.

Discussion Item 3 – Eligible Training Provider Policy

At the request of the Board of Directors on September 18, 2018, staff was charged with conducting research and providing a report of the best practices of other workforce boards regarding the policy and criteria used to approve training providers. At this meeting, the Board voted unanimously to table Southern Technical College as a training vendor in order for the requested research to be compiled and reviewed by the Board.

CareerSource Florida Administrative Policy No. 90: WIOA Eligible Training Providers List allows for additional criteria to be established by the local workforce development board. Following is an excerpt taken from this policy: *“Per WIOA Section 122(b)(3), a Local Board, through local policy, may establish additional criteria and*

required information for program eligibility within its Local Area. This may include setting required levels of performance as criteria for training providers (and their programs) to become or remain eligible to provide training services programs in that Local Board's particular Local Area." Following are the results of the findings on eligible training provider policies and best practices:

Local Workforce Development Board	Criteria	Training Duration	Individual Training Account Cap	Performance Measures LWDB Participants
CareerSource Pinellas	<ul style="list-style-type: none"> CSF Minimum Criteria In business in Florida for minimum of 2 years 	Up to 2 years	\$5,000 per PY Max \$10,000 lifetime	Maintain 80% Entered Employment Rate
CareerSource Heartland	<ul style="list-style-type: none"> CSF Minimum Criteria Priority of ITA given to Vocational and Technical programs – not more than 12 consecutive months Minimum entry level wage rate of \$14 per hour 	Maximum 12 months	Lifetime threshold \$5,000 in targeted occupations; \$4,000 in non-targeted occupations	85% completion rate; Minimum 85% entered employment rate
CareerSource Escarosa	<ul style="list-style-type: none"> CSF criteria Accepts new training provider applications during the months of March and October only Limit new training providers to a max of 5 customer enrollments the first fiscal year until performance is established New training providers must provide a minimum of 3 letters of commitment from employers in the Region specifying the working relationship with the training provider for placement opportunities upon completion of training 	Pending Board Verification	Pending Board Verification	80% completion and placement rate
CareerSource Polk	<ul style="list-style-type: none"> CSF criteria 	Pending Board Verification	Employs a Tier System establishing thresholds per training program using in demand occupations and the average entry wage. The higher the entry level wage, the higher the max investment between \$5,000-\$7,500	75% pass rate for state licensure; 80% placement rate for program completers
CareerSource Florida Baseline	<ul style="list-style-type: none"> CSF minimum criteria for initial eligibility: <ul style="list-style-type: none"> Provider must be licensed, certified or authorized under FL law to provide training services Provide detailed description of each training services program Info on cost of attendance If training program leads to an industry recognized credential Can the credential be stacked as part of a career pathway? Has training provider developed the training in partnership with a business or industry? Identify the in-demand industry sectors and occupations best fitting the training program Describe the pre-reqs or skills required prior to beginning the training. Verify the training program is listed on the RTOL 	Determined by Local Policy	Determined by Local Policy	CSF does not impose state-wide minimum performance targets as eligibility criteria for training programs to remain on either the State or Local ETPL. Performance information for each program will be posted on the ETPL to help consumers make an informed decision.

Training providers accreditation data from CIE and COE are given for a 5-year cycle, with an annual mid-year report.

All training providers currently accredited by the two entities should be able to provide their accreditation information, as this information is kept annually. FETPIP most recent data is from 2016.

- ⇒ Staff will gather accreditation information from current training providers and provide at the next committee meeting.

Other Administrative Matters

None

Information Items

Info 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
Program Year 2017-2018	No of Placements	383
	Average Wage \$	32.03
Program Year 2018-2019	No of Placements	29
	Average Wage \$	29.53

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
Program Year 2017-2018	Total Funding	\$ 311, 773
	# of Trainees	167
	# of Employers	57
	Ave. Wage at Placement \$	16.84
Program Year 2018-2019	Total Funding	\$ 415, 000
	# of Trainees	26
	# of Employers	13
	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
Program Year 2017-2018	Total Funding	\$ 146,654
	# of Trainees	109
	# of Employers	32
	Ave. Wage at Placement \$	10.46
Program Year 2018-2019	Total Funding	\$275,000
	# of Trainees	7
	# of Employers	4
	Ave. Wage at Placement \$	\$11.61

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

Period	Performance	YTD
Program Year 2017-2018	# of EWT Awards	14
	# of Trainees	611
	Total EWT Funding	\$ 216,825.97
	Total Employers	17
Program Year 2018-2019	# of EWT Awards	0
	# of Trainees	0
	Total EWT Funding	\$250,000
	Total Employer Contribution	0

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
Power Design, Inc.	\$52,875.00
Awning Works, Inc.*	\$24,113.00
Arrowhead Global	\$13,875.00
Plasma Therm	\$9,680.00
Total:	\$100,543.00

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
Total:	\$507,150.00

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	13
	No of Internships	14
	No of Interns Registered	94
	No of Placement	8

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	27,648
	# of Visits	45,463
	Page Views	211,319
	Returning Visitors	27.15%
	New Visitors	72.85%

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	14
	# of New Facebook Fans	70
	# of New LinkedIn Followers	91
	# of Engagements	2,914
	# of Impressions	162,300

Job Fairs:

<i>Date</i>	<i>Type</i>	<i>Number of Employers</i>	<i>Number of Job Seekers</i>
6/14/2018	Construction Job Fair	23	112
7/31/2018	Amazon Job Fair (Epi Center & South County)	1	84
09/06/2018	Customer Service Rep/Hospitality Job Fair	20	122
10/25/2018	Manufacturing Job Fair	14	150+
11/14/2018	Veteran's Job Fair	Upcoming	Upcoming

Objective 3: Encourage participation with partners within the community.

In November 2017, CareerSource Pinellas approved the release of a Request for Qualifications in order to develop a performance-based partnership. In 2018, the requirements were modified to attract partnerships through membership with local chambers and business associations. CSPIN is currently working with the following to finalize partnerships.

<i>Chamber or Organization</i>	<i>Membership Fee</i>	<i>Services Available</i>
Clearwater Chamber	\$395.00	Listing within Chamber Directory, website with linkage to CSPIN website, and promotional opportunities through Chamber. Networking at monthly meetings.
Palm Harbor Chamber	\$305.00	Listing within Chamber Directory, website with ability to post CSPIN webpage with linkage to CSPIN website, and promotional opportunities through Chamber. Networking at scheduled meetings.
Upper Tampa Bay Chamber	\$695.00	Listing within Chamber Directory, website with ability to post CSPIN webpage with linkage to CSPIN website, and promotional opportunities through Chamber. Networking at scheduled meetings.
Pinellas Park Chamber	In process	Listing within Chamber Directory, website with ability to post CSPIN

		webpage with linkage to CSPIN website, and promotional opportunities through Chamber. Networking at scheduled meetings.
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⇒ The committee encourages reengagement with the local chambers, however, they recommend having assigned staff to be fully engaged and participate in the chamber events. Since membership fee for some chambers are very high, the committee suggests that a representative from those chambers give a presentation of all the benefits included in their membership, before making a decision.

Information Item 2 – Monthly Management Report (9/30/18) (Wagner-Peyser)

WP Entered Employment Rate (for those unemployed at time of first service)	YTD thru September 2018 - Statewide
A. The # of individuals identified as employed in Employ FL or found on the Dept. of Revenue's New Hire report since they last received a service.	22,287
B. The # of job seekers who have not received a WP reportable service in 90 days and were unemployed when they first started receiving services.	54,602
Performance (A÷B)	40.8%
Ranking	
WP Entered Employment Rate (for those already employed at time of first service)	
A. The # of individuals employed when they first received a service that are identified as now employed in Employ FL or found on the Dept. of Revenue's the New Hire report since they last received a service.	4,199
B. The # of job seekers who have not received a WP reportable service in 90 days and were employed when they first started receiving services.	10,507
Performance (A÷B)	40.0%
Ranking	
Short Term Veterans Entered Employment Rate	
A. The # of veterans who were unemployed when they first received a service who are identified as now employed in Employ FL or found on the Dept. of Revenue's the New Hire report since they last received a service.	1,387
B. The # of veterans who have not received a WP reportable service in 90 days and were unemployed when they first started receiving services.	3,750
Performance (A÷B)	37.0%
Ranking	
WP Job Placement Wage Rate	
A. The average wage of job openings' placements.	\$11.52
B. Regionally adjusted federal low income guideline for family of 3.	\$14.53
Performance (A÷B)	79.3%
Ranking	

Information 3: DEO Daily Governor's Report : Local Tracking for Program Year 2018-2019

CareerSource Pinellas				
PY 18/19	Placements	Composite Score	Ranking	Statewide Placements
July	799	166.01%	8	10,973
August	938	161.75%	8	12,656
September	955	162.37%	6	12,922
Totals	2,692	163.38%	7.3	36,551

Information 4: Training Provider Report (PY 18/19- Thru 9/30/2018)

1. Number that exited training: 35
2. Exited without completing training: 2

3. Exited after completing training: 33
4. No job at the point of training completion: 15
5. Had a job at the point of training completion: 18
6. Number that obtained a job whether or not they completed training: 19
7. Number that obtained job directly related to the training: 13
8. Training completion rate: 94%
9. Job placement rate: 54%
10. Training related job placement rate: 37%
11. Average wage at job placement: \$21.09

Information 5: Training Provider Spending Summary (July 1, 2018 – October 31,2018)

Training Provider	Customer Training	Approved Limit (if required)	Remaining
Access Computer Training (Hillsborough)	-		
Adam's State University	\$ 4,075.20		
American Manufacturing Skills Initiative (AmSkills)	\$ -		
ATA, Career Institute of Florida, (Hernando)	\$ -		
BizTech Learning Centers, Inc., (Pinellas)	\$ 5,000.00		
Brewster Technical Center	\$ 448.29		
Center for Technology Training	\$ 16,537.00		
Central Florida Heat and Frost Insulators J.A.C. (RA)	\$ -		
Computer Coach Training	\$ 10,000.00		
Concorde Career Institute, (Hillsborough)	\$ -		
Eckerd College *	\$ -	\$ 75,000.00	\$ 75,000.00
Florida School of Traditional Midwifery, (Alachua)	\$ -		
Galen College of Nursing, (Pinellas)	\$ 113,597.97		
Hillsborough Community College	\$ 999.51		
IEC- Independent Electrical Contractors, FAAC	\$ -		
International Union of Operating Engineers (RA)	\$ -		
Ironworkers (RA) *	\$ -	\$ 100,000.00	\$ 100,000.00
JATC - Tampa Area Electrical JATC, (Hillsborough), FAAC (RA) *	\$ -	\$ 100,000.00	\$ 100,000.00
Jersey College, (Hillsborough)	\$ 4,071.76		
LaSalle Computer Learning Center, (Hillsborough)	\$ 10,000.00		
Learning Alliance Corporation	\$ -		
Masonry (RA)	\$ -		
National Aviation Academy, (Pinellas)	\$ 32,727.00		
New Horizon Computer Learning Center, (Hillsborough)	\$ 195,435.00		
Pinellas Technical Education Centers *	\$ 33,292.75	\$ 100,000.00	\$ 66,707.25
Plumbers and Pipefitters and HVAC, local union 123 (RA) *	\$ -	\$ 100,000.00	\$ 100,000.00
Rasmussen College	\$ -		
Refrigeration & Air Conditioning Contractors (RACCA) (RA)	\$ -		
Roadmaster Drivers School, Inc., (Hillsborough)	\$ -		
RV Training Center, (Pinellas)	\$ -		
Schiller International University, (Pinellas)	\$ -		
Science and Technology Education Innovation Center, (Pinellas)	\$ -		
Southern Technical Institute, Pinellas Park, (Pinellas)	\$ 2,812.00		
St. Petersburg College *	\$ 29,205.00	\$ 300,000.00	\$ 270,795.00
Sullivan Cogliano Training Centers,(Miami-Dade)	\$ -		
Tampa Truck Driving School, Inc.	\$ -		
Ultimate Medical Academy (Hillsborough) Online Only	\$ -		
Ultimate Medical Academy (Pinellas)	\$ 22,858.00		
University of South Florida / Innovative Education, SACS	\$ -		
Utica College	\$ -		
Total	\$ 481,059.48		

* Contracts required two-third board approval.

Information 6: Help Wanted Online

Help Wanted OnLine™ (HWOL) from The Conference Board is a measure of real-time labor demand captured through online job ads. The Conference Board compiles online job ads from over 16,000 sources and publishes the data in an online application that covers national, state, Metropolitan Statistical Area (MSA) and county levels, detailed by occupation, industry and employer. Online jobs ads are an additional measure of labor demand. Reports of hiring demand by area, industry, occupation, and employer are a valuable tool for identifying employment opportunities and helping with the reemployment of Florida's out-of-work citizens. The Florida Department of Economic Opportunity, Bureau of Workforce Statistics and Economic Research compiles and publishes reports every month from Help Wanted OnLine that show hiring demand at both the state level and the regional workforce board level.

Top Advertised Occupations
1. Registered Nurses
2. Retail Supervisors
3. First-line Supervisors of Retail Sales Workers
4. Customer Service Representatives
5. Heavy and Tractor-Trailer Truck Drivers

Information 7: Marketing Overview

1. Develop an outreach plan with Moore Communications Group, Inc.
2. Launch a new website
3. Increase Social Media
4. Create Cohesive Message

Industry Insights

The Workforce Solutions Committee focuses on monitoring trends in sectors such as: workforce, education, and economic development. Using this information, the committee will promote the identification and analysis of market demands, the outcome of which is expected to enhance the region's global competitiveness in the area of workforce resources. To this end, committee members are encouraged to share some insights from their respective industry

Public Comments

None

Committee Members Comments

None

Adjournment

The meeting was adjourned at approximately 3:14pm.