

**CareerSource Pinellas
Workforce Solutions Committee
Meeting Minutes**

Date: May 14, 2018 at 2:30 p.m.
Location: 13805 58th Street N. Clearwater, FL, 33760

Call to Order

In the absence of the chairman, Mark Hunt called the meeting to order at 2:32pm. There was a quorum present with the following committee members participating.

Members in attendance

Vivian Amadeo (phone), Jody Armstrong, James England, Andrea Falvey, Mark Hunt, Christin Harris, Andrea Henning (phone), Michael Jalazo, Jason Krupp, Michael Meidel, Zachary White.

Members not in attendance

Candida Duff, Michael Gliner, Dr. William Law, Kim Marston, Kay McKenzie, Dr. Rebecca Sarlo, Glenn Willocks.

Staff Present

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

Action/Discussion Items

Item 1 – Approval of minutes

The minutes of the February 12, 2019 Workforce Solutions Meeting were presented for approval.

Motion: Jody Armstrong

Second: Michael Jalazo

The minutes were approved as presented. The motion carried.

Item 2 – Approval of Local Targeted Occupations List

The Department of Economic Opportunity's (DEO) Bureau of Labor Market Statistics (LMS) published the 2019-2020 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, and is used as a baseline for establishing the local 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). A TOL must be updated when occupations are deleted or added. Each LWDB must update and publish the updated TOL to its website and submit a link to DEO by June 30, 2019. **Process:** Staff reviewed the new 2019-20 Regional Demand Targeted Occupations List (TOL) for Pinellas County published by the Labor Market Unit with DEO, analyzing the changes from the 2018-19 TOL previously approved by the board in July 2018. A list of potential additions were drafted with accompanying Labor Market Information received thru the DEO to request board review and approval to add these occupations to the 2019-2020 TOL. The TOL governs Occupational skills training, Paid-Work Experience, and On-the-Job training programs.

Motion: Zachary White

Second: Jody Armstrong

The Workforce Solutions Committee is recommending to adopt the DEO 2019-2020 Regional Demand Occupations for CSPIN, along with the requested additions. The motion carried.

Other Administrative Matters

None

Information Items

Info 1. Workforce Solutions Strategic Plan: Goals Update (Covering thru December 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	92
	Average Wage \$	33.14

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.

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	37
	# of Employers	19
	Ave. Wage at Placement \$	15.54

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	5
	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	19
	# of Trainees	611
	Total EWT Funding	\$ 216,825.97
	Total Employers	14
Program Year 2018-2019	# of EWT Awards	9
	# of Trainees	0
	Total EWT Funding	\$167,258
	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
Arrowhead Global	\$13,875.00
Awning Works, Inc.*	\$24,113.00

Davis Bews Design Group, Inc.	\$14,025.00
Eagle Datagistics LLC	\$13,447.00
Hyperactive Components, Inc DBA Homeland Components, Inc.	\$7,000.00
Intellitech International Inc	\$31,500.00
MarineMax, Inc.	\$21,000.00
Plasma Therm	\$9,680.00
Power Design, Inc.	\$52,875.00
Quest Diagnostics Incorporated	\$17,948.00
Soft Computer Consultants, Inc.	\$79,004.00
Total:	\$284,467.00

QRT: For 2018-2019, there are no posted new QRT (Quick Training Responses) for Pinellas businesses.

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	14
	No of Internships	15
	No of Interns Registered	120
	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	69,421
	# of Visits	110,866
	Page Views	458,141
	Returning Visitors	26.14%

	New Visitors	73.86%
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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	10
	# of New Facebook Fans	534
	# of New LinkedIn Followers	484
	# of Engagements	13,272
	# of Impressions	2,140,353

Job Fairs:

Date	Type	Number of Employers	Number of Job Seekers
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	25	137 (54 of which are Vets)
1/31/2019	Professional Mixer	10	107
03/28/2019	Spring Career General Career Fair	45	307

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.

Chamber or Organization	Membership Fee	Services Available
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	As a Member, the Upper Tampa Bay Chamber provides CareerSource Pinellas with the opportunity to increase impact and effectiveness of strategic partnerships by providing support for member companies. The specific marketing opportunities include a listing in the Chamber Directory, website with linkages to CSPIN, promotional opportunities through the Chamber and scheduling through the Chamber Directory, website and networking.
St. Petersburg Area Economic Development Corporation	\$5000	As an Ambassador, the St. Petersburg EDC provides CareerSource Pinellas with the opportunity to increase effectiveness of strategic partnerships by providing support for growing companies, job creation projects in targeted industries, and focusing on target industry talent pipeline activities. The marketing opportunities include monthly e-updates, quarterly newsletter; link in the Online Investor Directory; participate in targeted industry-exclusive events; engage in job creation projects; ability to grow leads for workforce pipeline initiatives; participate in committees, taskforces and roundtables, and engage in economic development conferences
Recruiter Networking	\$2500	As a Partner, RNG provides CareerSource Pinellas with the opportunity to increase impact and effectiveness of strategic partnerships by providing

Group (RNG) Tampa Bay		support for growing companies, participating in recruitment events and supporting the workforce pipeline. Through this partnership, we will build direct relationships between talent and the in-house recruitment efforts of local companies and CareerSource Pinellas. These relationships will be developed through conducting outreach, marketing and networking efforts. The marketing opportunities include monthly updates; link on the website; participate in targeted industry events; support hiring efforts of growing companies; and engage in workforce pipeline activities.
Pinellas Park Chamber	In process	

Information Item 2 – Monthly Management Report (03/31/2019) (Wagner-Peyser)

WP Entered Employment Rate (for those unemployed at time of first service)	YTD R14 7/1/2018 – 03/31/2019
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.	4,946
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.	12,926
Performance (A÷B)	38.3%
Ranking	15th
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.	788
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.	1,907
Performance (A÷B)	41.3%
Ranking	6th
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.	333
B. The # of veterans who have not received a WP reportable service in 90 days and were unemployed when they first started receiving services.	931
Performance (A÷B)	35.8%
Ranking	16th
WP Job Placement Wage Rate	
A. The average wage of job openings' placements.	\$13.15
B. Regionally adjusted federal low income guideline for family of 3.	\$14.50
Performance (A÷B)	90.7%
Ranking	8th

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
October	1,020	155.32%	6	14,407
November	765	143.56%	8	11,914
December	658	148.21%	8	11,230
January	711	137.22%	6	12,219
February	703	165.17%	6	9,840
March	654	144.95%	6	10,266
Totals	7,203	156.20%	6.9	106,427

Information 4: Training Provider Report – Region 14 Total (PY 18/19- Thru 03/31/2019)

1. Number that exited training: 509
2. Exited without completing training: 55
3. Exited after completing training: 474
4. No job at the point of training completion: 77
5. Had a job at the point of training completion: 397
6. Number that obtained a job whether or not they completed training: 442
7. Number that obtained job directly related to the training: 283
8. Training completion rate: 90%
9. Job placement rate: 84%
10. Training related job placement rate: 53%
11. Average wage at job placement: \$23.02

Information 5: OJT Provider Spending: Thru March 31, 2019

OJT Provider	OJT Spending
Advance Tool Company	2,880
AECI	2,276
Allen's Plumbing, Inc.	713
American Strategic Insurance	22,150
Anodyne Therapy, LLC	3,560
APEDF	2,351
Awning Works, Inc.	9,987
CCS Medical	2,448
Cloud Guru LLC dba Marketopia	3,094
ConnectYourCare, LLC	2,949
Crown Auto Dealerhips Inc dba Crown Buick GMC	1,623
e-TeleQuote Insurance, Inc.	7,318
EI Manufacturing Services	3,081
Freedom Metal Finishing	3,987
Lincare Inc.	13,818
On Top of The World	702
Parallon Business Performance Group	3,873
Ruhl Enterprises, Inc.	2,627
Salvo Technologies, Inc.	2,879
St. Luke's Cataract & Laser Institute	6,967
St. Mark Village, Inc.	5,959
St. Petersburg Kennel Club, Inc. dba Derby Lane	2,615
Thinkdirect Marketing	2,555
Universal Solutions Group, LLC	2,437
West Pharmaceutical Services (SP)	4,502
Total	117,352

Information 6: Training Provider Spending Summary (July 1, 2018 – March 31, 2019)

Training Provider	Number of Trainees- Year to Date	Reported thru March 2019	Approved Spending (if required)
Access Computer Training (Hillsborough)	0	-	
Adam's State University	1	8,162	
American Manufacturing Skills Initiative (AmSkills)	0	-	
ATA, Career Institute of Florida, (Hernando)	0	-	
BizTech Learning Centers, Inc., (Pinellas)	8	22,000	
Brewster Technical Center	3	448	
Center for Technology Training	12	28,490	
Central Florida Heat and Frost Insulators J.A.C. (RA)	4	-	
Computer Coach Training	11	45,000	
Concorde Career Institute, (Hillsborough)	2	-	
Eckerd College *	0	-	75,000
Florida School of Traditional Midwifery, (Alachua)	0	-	
Galen College of Nursing, (Pinellas)	211	195,077	
Hillsborough Community College	1	1,000	
IEC- Independent Electrical Contractors, FAAC	0	-	
International Union of Operating Engineers (RA)	10	-	
Ironworkers (RA) *	5	-	100,000
JATC - Tampa Area Electrical JATC, (Hillsborough), FAAC (RA) *	74	44,205	100,000
Jersey College, (Hillsborough)	3	7,973	
LaSalle Computer Learning Center, (Hillsborough)	3	10,000	
Learning Alliance Corporation	0	-	
Masonry (RA)	0	-	
National Aviation Academy, (Pinellas)	25	59,622	
New Horizon Computer Learning Center, (Hillsborough)	79	361,600	
Pinellas Technical Education Centers *	161	93,094	100,000
Plumbers and Pipefitters and HVAC, local union 123 (RA) *	47	-	100,000
Rasmussen College	0	-	
Refrigeration & Air Conditioning Contractors (RACCA) (RA)	41	-	
Roadmaster Drivers School, Inc., (Hillsborough)	2	-	
RV Training Center, (Pinellas)	1	-	
Schiller International University, (Pinellas)	0	-	
Science and Technology Education Innovation Center, (Pinellas)	32	-	
Southern Technical Institute, Pinellas Park, (Pinellas)	9	3,576	
St. Petersburg College *	244	180,975	300,000
Sullivan Cogliano Training Centers,(Miami-Dade)	0	-	
Tampa Truck Driving School, Inc.	5	-	
Ultimate Medical Academy (Hillsborough) Online Only	1	6,450	
Ultimate Medical Academy (Pinellas)	3	35,198	
University of South Florida / Innovative Education, SACS	9	6,490	
Utica College	0	-	
Total	1007	1,109,359	
* Contracts required two-third board approval.			

Information 7: 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 Staffing Firms/Recruiters by Online Ads
1. Randstad
2. Robert Half International
3. KForce Professional Staffing
4. Express Employment Professionals
5. Staffing Now

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

It was suggested that the WFS Committee be involved in the planning of the Workforce & Education Summit. Although the Summit will be held in Pinellas County, members suggested a regional approach to promote services in the entire Tampa Bay Area.

Adjournment

The meeting was adjourned at approximately 3:15pm.