



June 22, 2023 - 2:30 P.M.
Hybrid Meeting - 13805 58th St. N.
Room 1-455
Clearwater, FL 33760

Zoom
*Join via Zoom – Meeting ID: 338 034 9468
[Zoom Link](#)
*Dial In via Phone – Meeting ID: 338 034 9468
Phone: +1 646-558-8656

Workforce Solutions Committee
Agenda

I. Welcome and IntroductionsMark Hunt, Chair

II. Public Comment

Members of the public may raise their virtual hand during the Public Comment portion of the meeting. Members of the public who do so will be acknowledged by the Chair and provided up to three minutes to make public comment.

III. Roll Call

IV. Action/Discussion Items

- 1. Approval of minutes - April 20, 2023 Workforce Solutions Com. Meeting Page 1
- 2. Approval of RTOL with CareerSource Tampa Bay Page 14
- 3. Approval of Merging Eligible Training Provider List with CSTB Page 20
- 4. Approval of PWE/OJT Outside of Pinellas..... Page 23
- 5. Approval of New Training Provider - Genuine Healthcare Page 24
- 6. Approval of New Training Provider - The EMS Training School Page 25

V. Information Items

- 1. Work Based Learning Providers through 4.30.2023 Page 26
- 2. Training Provider Spending through 4.30.2023 Page 27
- 3. Goals Page 28
- 4. Q3 WIOA Primary Indicators Page 32

VI. Industry Insights

- 1. Education..... Committee Members
- 2. Economic Development..... Committee Members
- 3. Healthcare Committee Members
- 4. Other Industry Sector Committee Members

VII. Other Administrative Matters

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

VIII. Open Discussion



IX. Adjournment

Next Workforce Solutions Committee – August 17, 2023 (2:30 pm - 3:30 pm)

**All parties are advised that if you decide to appeal any decision made by the Board with respect to any matter considered at the meeting or hearing, you will need a record of the proceedings, and that, for such purpose, you may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based.*

**If you have a disability and need an accommodation in order to participate in this meeting, please contact the Executive Assistant at 727-608-2551 or admin@careersourcepinellas.com at least two business days in advance of the meeting.*



ACTION ITEM 1

Approval of Minutes

In accordance with Article VII, Section 1(H), of the approved WorkNet Pinellas By-Laws: Minutes shall be kept of all Board and Committee meetings. Minutes shall be reviewed and approved at the next CareerSource Pinellas Board or Committee meeting as appropriate.

The official minutes of meetings of the Board and Committees of the Board are public record and shall be open to inspection by the public. They shall be kept on file by the Board Secretary at the administrative office of CareerSource Pinellas as the record of the official actions of the Board of Directors.

The draft minutes from the April 20, 2023 meeting of the Workforce Solutions Committee have been prepared and are enclosed.

RECOMMENDATION

Approval of the draft minutes, to include any amendments necessary.

**CareerSource Pinellas
Workforce Solutions Committee Minutes**

Date: April 20, 2023, at 2:30pm
Location: Hybrid – 13805 58th St. N. Room 1-455, Clearwater, FL 33760/Zoom

Call to Order
Committee Chair Mark Hunt called the meeting to order at 2:30pm.

Members in Attendance
Mark Hunt (In person), Candida Duff (Zoom), Elizabeth Siplin (In person), Jenee Skipper (In person), Kevin Knutson (In person), Esther Matthews (Zoom), Shawn McDonnell (Zoom)

Members not in Attendance
Angel Barton, Dr. Rebecca Sarlo, Belinthia Berry, Denise Sanderson, Glenn Willocks, Ivonne Alvarez, Michael Jalazo, Bart Diebold

Staff
Steven Meier (In person), Jay Burkey (Jay Burkey), Mary jo Schmick (In person), Caroline Kenney (Zoom), Leah Geis (In person), Jason Druding (In person), David Zirilli (In person)

Guests
Sean Kennedy, PERC – sitting in for Michael Jalazo

ACTION ITEM 1 – Approval of Minutes
The minutes from the November 29, 2022, Workforce Solutions Committee meeting were presented for approval.

RECOMMENDATION
Approval of the draft minutes, to include any amendments necessary.

Motion:	Keving Knutson
Second:	Jenee Skipper

The minutes were approved as presented. The motion carried unanimously. There was no further discussion.

ACTION ITEM 2 – Approval of Extension as Direct Provider of Services
CareerSource Florida’s Administrative Policy (CSF Admin Policy 83) regarding Direct Provider of Workforce Services, requires a formal extension request every three years. The new request is to extend the designation effective July 1, 2023-June 30, 2026.

Upon approval of the Board of Directors, the request for Extension of Designation as Direct Provider of Workforce Services will be forwarded to the Pinellas Board of County Commissioners for approval at the May 23, 2023 meeting.

*The Statement of Intent/Contract Extension Request was included in the packet.

RECOMMENDATION
Approval of the WorkNet Pinellas Inc, d/b/a/ CareerSource Pinellas, Region 14’s Extension of Designation as a Direct Provider of Workforce Services, effective July 1, 2023 through June 30, 2026.

Discussion: None

Motion:	Jenee Skipper
Second:	Candi Duff

The Workforce Solutions Committee motioned for approval of the WorkNet Pinellas Inc, d/b/a/ CareerSource Pinellas, Region 14's Extension of Designation as a Direct Provider of Workforce Services, effective July 1, 2023 through June 30, 2026. The motion carried unanimously.

ACTION ITEM 3 – Approval of Training Provider CodeBoxx

CodeBoxx Technology School is seeking initial provider approval.

Courses/Certificate/Diploma Programs

Type of Degree or Certificate – Full Stack Web Development, Tuition - \$9,800, Books & Fees – Included, Total Cost - \$9,800, Duration of Training – 16 weeks

- Years in operation: 2 years
- Total enrollments: 75 (35 in 2022, 40 in 2023)
- Completion Rate: 77%
- Average Wage at Placement: \$26 per hour

RECOMMENDATION

Approval to add the CodeBoxx Technology School to the Eligible Training Provider List.

Discussion: Committee requested that placement rates be added to the action item when presented to the full board at the next board of directors meeting.

Motion:	Kevin Knutson
Second:	Esther Matthews

The Workforce Solutions Committee motioned for approval to add the CodeBoxx Technology School to the Eligible Training Provider List. The motion carried unanimously.

ACTION ITEM 4 – Approval of Training Provider Jersey College-Largo Campus

Jersey College, Largo Campus, is seeking initial provider approval. Their Tampa campus is already an eligible training provider.

Courses/Certificate/Diploma Programs: Type of Degree or Certificate – Professional Nursing RN, Tuition - \$44,669, Books & Fees – \$4,835, Total Cost - \$49,504, Duration of Training – 24-32 months

- Years in operation: 14 years
- Total enrollments: 149
- Completion Rate: 73%
- Average Wage at Placement: \$28-\$34 per hour

RECOMMENDATION

Approval to add the Jersey College-Largo Campus to the Eligible Training Provider List.

Discussion: None

Motion:	Kevin Knutson
Second:	Jenee Skipper

The Workforce Solutions Committee motioned for approval to add the Jersey College-Largo Campus to the Eligible Training Provider List. The motion carried unanimously.

ACTION ITEM 5 – Approval of Training Provider Rophem

Rophem School of Nursing is seeking initial provider approval.

Courses/Certificate/Diploma Programs: Type of Degree or Certificate – Professional Nursing RN, Tuition - \$11,650, Books & Fees – \$585 Books – varies/external, Total Cost - \$12,235, Duration of Training – 640 hours

- Years in operation: 2 years
- Total enrollments: 19 (2022) 6 (2023)
- Completion Rate: 47%
- Average Wage at Placement: \$20-42 per hour

The financial documents submitted show income from the Professional Nursing program **and NCLEX tutoring. Because the school has been open for less than three years, they are not yet an eligible recipient of federal financial aid, and all students are currently self-paid. The school has relatively little cash and few assets at this stage, and while it is currently supporting itself, its long-term financial viability is unknown.

RECOMMENDATION

Discussion and potential approval to add the Rophem School of Nursing to the Eligible Training Provider List.

Discussion: One of the committee members questioned the pass rate. Also, there was discussion about how new this program is.

Motion:	Shawn McDonnell
Second:	Kevin Knutson

*The Workforce Solutions Committee motioned for approval to add the Rophem School of Nursing to the Eligible Training Provider List. **After discussion the motion was amended to defer consideration for one calendar year from the date of the meeting.** The amended motion carried unanimously.*

ACTION ITEM 6 – Approval of Training Provider Renewals

CareerSource Pinellas enters into individual training provider agreements with each approved training provider. Initial agreements are reviewed annually and approved for a two year renewal period. Training providers are also annually required to:

- Provide most recent Florida Education & Training Placement Information Program (FETPIP) Reports to include: enrollment, completion, retention, employment rates of students.
- Provide Training Provider Renewal Application.
- Provide Program Cost details (tuition, books, supplies and testing fees) and a copy of current catalog and schedule or website link with required information.
- Provide a copy of a valid license from the Commission for Independent Education (CIE).
- Provide current Liability Insurance with CareerSource Pinellas listed.
- Provide a copy of completed W-9 form.
- Remain in compliance with performance, financial and other mandated requirements.

Staff monitors training provider performance and presents this information to the Workforce Solutions Committee on a quarterly basis. Training providers that are determined to have performance issues or other issues, are brought to the committee and board throughout the year for review and potential removal.

Champion Truck Driving School – CIE #9018; Galen School of Nursing – Sarasota Campus School – CIE #3150; Academy for Dental Assistants – CIE #7538

RECOMMENDATION

Approval to enter into two year (7/1/23-6/30/25) renewal agreements with approved training providers. The training providers listed are still within their initial one year term. Early renewal will get them on a PY renewal schedule along with all other providers.

Discussion: None

Motion:	Shawn McDonnell
Second:	Kevin Knutson

The Workforce Solutions Committee motioned for approval to enter into two year (7/1/23-6/30/25) renewal agreements with approved training providers. The training providers listed are still within their initial one year term. Early renewal will get them on a PY renewal schedule along with all other providers. The motion carried unanimously.

ACTION ITEM 7 – Approval of CSPIN Related Party Contracts – PY’23-24

Local Workforce Development Boards (LWDBs) are required to comply with all requirements of FL Statute Section 445.007 prior to contracting with a board member, with an organization represented by its own board member, or with any entity where a board member has any relationship with the contracting vendor. This section mandates that all LWDBs entering into a contract with an organization or individual represented on the Board, must meet the following requirements:

- a) Approve the contract by a two-thirds (2/3rd) vote of the Board when a quorum has been established.
- b) Board members who could benefit financially from the transaction or who have any relationship with the contracting vendor must disclose any such conflicts prior to the board vote on the contract.
- c) Board members who could benefit financially from the transaction or board members who have any relationship with the contracting vendor must abstain from voting on the contracts; and
- d) Such contracts must be submitted to the Florida Department of Economic Opportunity and CareerSource Florida for review.

CareerSource Pinellas offers several programs to assist in training and maintaining a highly skilled workforce. These programs include:

- **On the Job Training program (OJT)** assists companies find, interview, and hire the right person for their job vacancies. The OJT program provides a unique opportunity for employers to train the new employee to their processes and standards. The skills learned are directly relevant to the work the employee will perform. Employers who hire new, full-time workers under OJT receive reimbursement of 50% of the candidate’s hourly wage or salary for up to 6 months of employment if the individual meets certain eligibility criteria.
- **Paid Work Experience (PWE)** is a CareerSource Pinellas program that works with local employers to place individuals who are just entering the workforce or others who are re-entering the job market into a position at their company. After placing them at the company, CareerSource Pinellas employs and pays them for up to 480 hours. CareerSource Pinellas also covers all unemployment taxes and workers comp during this “trial” period.
- **Grant Training** is defined as services not offered by CareerSource Pinellas that must be performed by educational institutions as outlined in the proposal and award.
- **Leases** with various institutions and organizations are necessary to cost effectively deliver services within the community.
- **Individual Training Accounts (ITAs)** are provided to program-specific eligible individuals to receive funding for educational programs for the institution selected. CareerSource Pinellas identifies and maintains a list of qualified training institutions which provide occupational training in skill areas of sustained labor market demand or growth.
- **Contracts** with various institutions and organizations are necessary to cost effectively deliver services within the community.

A listing of related party contracts requiring two-third board approval is below. Each is a separate action and vote.

Action Item	Company	Board Member	OJT/PWE (not to exceed)	Leases (not to exceed)	Grant Training (not to exceed)	ITA (not to exceed)	Contracts
A	Ultimate Medical Academy	Rebecca Sarlo	\$100K			\$250K	
B	St. Petersburg College	Belinthia Berry		\$160K		\$500K	\$60K
C	Pinellas County Schools	Mark Hunt		\$130K		\$300K	
D	H&T Global Circuits	Candy Duff	\$20K				
E	Empact Solutions	Elizabeth Siplin	\$20K				
F	*Promedica	Scott Thomas	\$20K				

Note: For the record, Board Members listed must verbally abstain from the vote related to their respective organization.

*Potential contracts/in discussion. With approval, will submit to DEO when contracts are made.

RECOMMENDATION

Approval of the PY'2023-2024 related party contracts by a two-thirds (2/3rd) vote.

Discussion: None

		Name	Company
	Motion	Jenee Skipper	Ultimate Medical Academy
17A	Second	Shawn McDonnell	
	Abstain	No abstention necessary	
	Motion	Shawn McDonnell	St. Petersburg College
17B	Second	Candi Duff	
	Abstain	No abstention necessary	
	Motion	Jenee Skipper	Pinellas County Schools
17C	Second	Kevin Knutson	
	Abstain	Mark Hunt	
	Motion	Kevin Knutson	H & T Global Circuits
17D	Second	Jenee Skipper	
	Abstain	Candi Duff	
	Motion	Jenee Skipper	Empact Solutions
17E	Second	Kevin Knutson	
	Abstain	Elizabeth Siplin	
	Motion	Kevin Knutson	Promedica
17F	Second	Jenee Skipper	
	Abstain	No abstention necessary	

The Workforce Solutions Committee motioned for approval of the PY'2023-2024 related party contracts by a two-thirds (2/3rd) vote. The motion carried unanimously.

INFORMATION ITEM 1 – Training Providers Performance & Spending Report

Reports were included in the packet.

INFORMATION ITEM 2 – Work Based Learning Providers Through 2.28.2023

Reports were included in the packet.

INFORMATION ITEM 3 – WIOA Primary Indicators

A report was included in the packet.

INFORMATION ITEM 4 – Letter Grades

A report was included in the packet.

INFORMATION ITEM 5 – Business Services Update

The Director of Business Services, Jason Druding, gave an update on Business Services.

INFORMATION ITEM 6 – Workforce Solutions Goals Update

A report was included in the packet.

INFORMATION ITEM 7 – Center Traffic Flow

A report was included in the packet.

INFORMATION ITEM 8 – Demographic Drought

The full article was included in the packet.

Industry Insights – Some committee members gave updates about their respective sectors.

Other Administrative Matters - None

Open Discussion - None

Adjournment – Committee Chair, Mark Hunt, asked if there was a motion to adjourn the meeting. Kevin Knutson made the motion. Mark Hunt adjourned the meeting at 3:29pm.

FORM 8B MEMORANDUM OF VOTING CONFLICT FOR COUNTY, MUNICIPAL, AND OTHER LOCAL PUBLIC OFFICERS

LAST NAME—FIRST NAME—MIDDLE NAME Hunt-William-Mark		NAME OF BOARD, COUNCIL, COMMISSION, AUTHORITY, OR COMMITTEE CareerSource Pinellas Workforce Development Board	
MAILING ADDRESS 301 Fourth St. SW		THE BOARD, COUNCIL, COMMISSION, AUTHORITY OR COMMITTEE ON WHICH I SERVE IS A UNIT OF:	
CITY Largo	COUNTY Pinellas	<input type="checkbox"/> CITY <input checked="" type="checkbox"/> COUNTY <input type="checkbox"/> OTHER LOCAL AGENCY	
DATE ON WHICH VOTE OCCURRED April 20, 2023		NAME OF POLITICAL SUBDIVISION: Pinellas County	
		MY POSITION IS: <input type="checkbox"/> ELECTIVE <input checked="" type="checkbox"/> APPOINTIVE	

WHO MUST FILE FORM 8B

This form is for use by any person serving at the county, city, or other local level of government on an appointed or elected board, council, commission, authority, or committee. It applies to members of advisory and non-advisory bodies who are presented with a voting conflict of interest under Section 112.3143, Florida Statutes.

Your responsibilities under the law when faced with voting on a measure in which you have a conflict of interest will vary greatly depending on whether you hold an elective or appointive position. For this reason, please pay close attention to the instructions on this form before completing and filing the form.

INSTRUCTIONS FOR COMPLIANCE WITH SECTION 112.3143, FLORIDA STATUTES

A person holding elective or appointive county, municipal, or other local public office **MUST ABSTAIN** from voting on a measure which would inure to his or her special private gain or loss. Each elected or appointed local officer also **MUST ABSTAIN** from knowingly voting on a measure which would inure to the special gain or loss of a principal (other than a government agency) by whom he or she is retained (including the parent, subsidiary, or sibling organization of a principal by which he or she is retained); to the special private gain or loss of a relative; or to the special private gain or loss of a business associate. Commissioners of community redevelopment agencies (CRAs) under Sec. 163.356 or 163.357, F.S., and officers of independent special tax districts elected on a one-acre, one-vote basis are not prohibited from voting in that capacity.

For purposes of this law, a "relative" includes only the officer's father, mother, son, daughter, husband, wife, brother, sister, father-in-law, mother-in-law, son-in-law, and daughter-in-law. A "business associate" means any person or entity engaged in or carrying on a business enterprise with the officer as a partner, joint venturer, coowner of property, or corporate shareholder (where the shares of the corporation are not listed on any national or regional stock exchange).

* * * * *

ELECTED OFFICERS:

In addition to abstaining from voting in the situations described above, you must disclose the conflict:

PRIOR TO THE VOTE BEING TAKEN by publicly stating to the assembly the nature of your interest in the measure on which you are abstaining from voting; *and*

WITHIN 15 DAYS AFTER THE VOTE OCCURS by completing and filing this form with the person responsible for recording the minutes of the meeting, who should incorporate the form in the minutes.

* * * * *

APPOINTED OFFICERS:

Although you must abstain from voting in the situations described above, you are not prohibited by Section 112.3143 from otherwise participating in these matters. However, you must disclose the nature of the conflict before making any attempt to influence the decision, whether orally or in writing and whether made by you or at your direction.

IF YOU INTEND TO MAKE ANY ATTEMPT TO INFLUENCE THE DECISION PRIOR TO THE MEETING AT WHICH THE VOTE WILL BE TAKEN:

- You must complete and file this form (before making any attempt to influence the decision) with the person responsible for recording the minutes of the meeting, who will incorporate the form in the minutes. (Continued on page 2)

APPOINTED OFFICERS (continued)

- A copy of the form must be provided immediately to the other members of the agency.
- The form must be read publicly at the next meeting after the form is filed.

IF YOU MAKE NO ATTEMPT TO INFLUENCE THE DECISION EXCEPT BY DISCUSSION AT THE MEETING:

- You must disclose orally the nature of your conflict in the measure before participating.
- You must complete the form and file it within 15 days after the vote occurs with the person responsible for recording the minutes of the meeting, who must incorporate the form in the minutes. A copy of the form must be provided immediately to the other members of the agency, and the form must be read publicly at the next meeting after the form is filed.

DISCLOSURE OF LOCAL OFFICER'S INTEREST

I, William Mark Hunt, hereby disclose that on April 20, 20 23 :

(a) A measure came or will come before my agency which (check one or more)

- inured to my special private gain or loss;
- inured to the special gain or loss of my business associate, _____ ;
- inured to the special gain or loss of my relative, _____ ;
- inured to the special gain or loss of Pinellas County Schools, by whom I am retained; or
- inured to the special gain or loss of _____, which is the parent subsidiary, or sibling organization or subsidiary of a principal which has retained me.

(b) The measure before my agency and the nature of my conflicting interest in the measure is as follows:
Related Party Contract votes for ITAs and Lease Agreement with Pinellas County Schools.

If disclosure of specific information would violate confidentiality or privilege pursuant to law or rules governing attorneys, a public officer, who is also an attorney, may comply with the disclosure requirements of this section by disclosing the nature of the interest in such a way as to provide the public with notice of the conflict.

4/27/2023
Date Filed

DocuSigned by:
William Mark Hunt
Signature 2649368DE026444...

NOTICE: UNDER PROVISIONS OF FLORIDA STATUTES §112.317, A FAILURE TO MAKE ANY REQUIRED DISCLOSURE CONSTITUTES GROUNDS FOR AND MAY BE PUNISHED BY ONE OR MORE OF THE FOLLOWING: IMPEACHMENT, REMOVAL OR SUSPENSION FROM OFFICE OR EMPLOYMENT, DEMOTION, REDUCTION IN SALARY, REPRIMAND, OR A CIVIL PENALTY NOT TO EXCEED \$10,000.

FORM 8B MEMORANDUM OF VOTING CONFLICT FOR COUNTY, MUNICIPAL, AND OTHER LOCAL PUBLIC OFFICERS

LAST NAME—FIRST NAME—MIDDLE NAME Duff-Candy	NAME OF BOARD, COUNCIL, COMMISSION, AUTHORITY, OR COMMITTEE CareerSource Pinellas Workforce Development Board
MAILING ADDRESS 2510 Terminal Dr.	THE BOARD, COUNCIL, COMMISSION, AUTHORITY OR COMMITTEE ON WHICH I SERVE IS A UNIT OF: <input type="checkbox"/> CITY <input checked="" type="checkbox"/> COUNTY <input type="checkbox"/> OTHER LOCAL AGENCY
CITY COUNTY St. Petersburg Pinellas	NAME OF POLITICAL SUBDIVISION: Pinellas County
DATE ON WHICH VOTE OCCURRED April 20, 2023	MY POSITION IS: <input type="checkbox"/> ELECTIVE <input checked="" type="checkbox"/> APPOINTIVE

WHO MUST FILE FORM 8B

This form is for use by any person serving at the county, city, or other local level of government on an appointed or elected board, council, commission, authority, or committee. It applies to members of advisory and non-advisory bodies who are presented with a voting conflict of interest under Section 112.3143, Florida Statutes.

Your responsibilities under the law when faced with voting on a measure in which you have a conflict of interest will vary greatly depending on whether you hold an elective or appointive position. For this reason, please pay close attention to the instructions on this form before completing and filing the form.

INSTRUCTIONS FOR COMPLIANCE WITH SECTION 112.3143, FLORIDA STATUTES

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For purposes of this law, a “relative” includes only the officer’s father, mother, son, daughter, husband, wife, brother, sister, father-in-law, mother-in-law, son-in-law, and daughter-in-law. A “business associate” means any person or entity engaged in or carrying on a business enterprise with the officer as a partner, joint venturer, coowner of property, or corporate shareholder (where the shares of the corporation are not listed on any national or regional stock exchange).

* * * * *

ELECTED OFFICERS:

In addition to abstaining from voting in the situations described above, you must disclose the conflict:

PRIOR TO THE VOTE BEING TAKEN by publicly stating to the assembly the nature of your interest in the measure on which you are abstaining from voting; *and*

WITHIN 15 DAYS AFTER THE VOTE OCCURS by completing and filing this form with the person responsible for recording the minutes of the meeting, who should incorporate the form in the minutes.

* * * * *

APPOINTED OFFICERS:

Although you must abstain from voting in the situations described above, you are not prohibited by Section 112.3143 from otherwise participating in these matters. However, you must disclose the nature of the conflict before making any attempt to influence the decision, whether orally or in writing and whether made by you or at your direction.

IF YOU INTEND TO MAKE ANY ATTEMPT TO INFLUENCE THE DECISION PRIOR TO THE MEETING AT WHICH THE VOTE WILL BE TAKEN:

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APPOINTED OFFICERS (continued)

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DISCLOSURE OF LOCAL OFFICER'S INTEREST

I, Candy Duff, hereby disclose that on April 20, 20 23 :

(a) A measure came or will come before my agency which (check one or more)

- inured to my special private gain or loss;
- inured to the special gain or loss of my business associate, _____ ;
- inured to the special gain or loss of my relative, _____ ;
- inured to the special gain or loss of H&T Global Circuits, by whom I am retained; or
- inured to the special gain or loss of _____, which is the parent subsidiary, or sibling organization or subsidiary of a principal which has retained me.

(b) The measure before my agency and the nature of my conflicting interest in the measure is as follows:

Related Party Contract votes for PWE/OJT Agreements with H&T Global Circuits.

If disclosure of specific information would violate confidentiality or privilege pursuant to law or rules governing attorneys, a public officer, who is also an attorney, may comply with the disclosure requirements of this section by disclosing the nature of the interest in such a way as to provide the public with notice of the conflict.

4/27/2023

Date Filed

DocuSigned by:

Candida Duff

34C3BDC27F3C44F...
Signature

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FORM 8B MEMORANDUM OF VOTING CONFLICT FOR COUNTY, MUNICIPAL, AND OTHER LOCAL PUBLIC OFFICERS

LAST NAME—FIRST NAME—MIDDLE NAME Siplin-Elizabeth		NAME OF BOARD, COUNCIL, COMMISSION, AUTHORITY, OR COMMITTEE CareerSource Pinellas Workforce Development Board	
MAILING ADDRESS 260 1st Ave. S		THE BOARD, COUNCIL, COMMISSION, AUTHORITY OR COMMITTEE ON WHICH I SERVE IS A UNIT OF:	
CITY St. Petersburg	COUNTY Pinellas	<input type="checkbox"/> CITY <input checked="" type="checkbox"/> COUNTY <input type="checkbox"/> OTHER LOCAL AGENCY	
DATE ON WHICH VOTE OCCURRED April 20, 2023		NAME OF POLITICAL SUBDIVISION: Pinellas County	
		MY POSITION IS: <input type="checkbox"/> ELECTIVE <input checked="" type="checkbox"/> APPOINTIVE	

WHO MUST FILE FORM 8B

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For purposes of this law, a "relative" includes only the officer's father, mother, son, daughter, husband, wife, brother, sister, father-in-law, mother-in-law, son-in-law, and daughter-in-law. A "business associate" means any person or entity engaged in or carrying on a business enterprise with the officer as a partner, joint venturer, coowner of property, or corporate shareholder (where the shares of the corporation are not listed on any national or regional stock exchange).

* * * * *

ELECTED OFFICERS:

In addition to abstaining from voting in the situations described above, you must disclose the conflict:

PRIOR TO THE VOTE BEING TAKEN by publicly stating to the assembly the nature of your interest in the measure on which you are abstaining from voting; *and*

WITHIN 15 DAYS AFTER THE VOTE OCCURS by completing and filing this form with the person responsible for recording the minutes of the meeting, who should incorporate the form in the minutes.

* * * * *

APPOINTED OFFICERS:

Although you must abstain from voting in the situations described above, you are not prohibited by Section 112.3143 from otherwise participating in these matters. However, you must disclose the nature of the conflict before making any attempt to influence the decision, whether orally or in writing and whether made by you or at your direction.

IF YOU INTEND TO MAKE ANY ATTEMPT TO INFLUENCE THE DECISION PRIOR TO THE MEETING AT WHICH THE VOTE WILL BE TAKEN:

- You must complete and file this form (before making any attempt to influence the decision) with the person responsible for recording the minutes of the meeting, who will incorporate the form in the minutes. (Continued on page 2)

APPOINTED OFFICERS (continued)

- A copy of the form must be provided immediately to the other members of the agency.
- The form must be read publicly at the next meeting after the form is filed.

IF YOU MAKE NO ATTEMPT TO INFLUENCE THE DECISION EXCEPT BY DISCUSSION AT THE MEETING:

- You must disclose orally the nature of your conflict in the measure before participating.
- You must complete the form and file it within 15 days after the vote occurs with the person responsible for recording the minutes of the meeting, who must incorporate the form in the minutes. A copy of the form must be provided immediately to the other members of the agency, and the form must be read publicly at the next meeting after the form is filed.

DISCLOSURE OF LOCAL OFFICER'S INTEREST

I, Elizabeth Siplin, hereby disclose that on April 20, 20 23 :

(a) A measure came or will come before my agency which (check one or more)

- inured to my special private gain or loss;
- inured to the special gain or loss of my business associate, _____ ;
- inured to the special gain or loss of my relative, _____ ;
- inured to the special gain or loss of Empact Solutions, by whom I am retained; or
- inured to the special gain or loss of _____, which is the parent subsidiary, or sibling organization or subsidiary of a principal which has retained me.

(b) The measure before my agency and the nature of my conflicting interest in the measure is as follows:

Related Party Contract votes for PWE/OJT Agreements with Empact Solutions.

If disclosure of specific information would violate confidentiality or privilege pursuant to law or rules governing attorneys, a public officer, who is also an attorney, may comply with the disclosure requirements of this section by disclosing the nature of the interest in such a way as to provide the public with notice of the conflict.

4/27/2023

Date Filed

DocuSigned by:

Elizabeth Siplin

B464E50AZ0F24BE...

Signature

NOTICE: UNDER PROVISIONS OF FLORIDA STATUTES §112.317, A FAILURE TO MAKE ANY REQUIRED DISCLOSURE CONSTITUTES GROUNDS FOR AND MAY BE PUNISHED BY ONE OR MORE OF THE FOLLOWING: IMPEACHMENT, REMOVAL OR SUSPENSION FROM OFFICE OR EMPLOYMENT, DEMOTION, REDUCTION IN SALARY, REPRIMAND, OR A CIVIL PENALTY NOT TO EXCEED \$10,000.



ACTION ITEM 2

Regional Targeted Occupations List (RTOL) with CSTB

The Department of Economic Opportunity's (DEO) Bureau of Labor Market Statistics (LMS) published the 2023-2024 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, 2023.

Staff reviewed the new Regional Demand Targeted Occupations List (TOL) for Pinellas County published by the Labor Market Unit with DEO, analyzing the changes from the 2022-2023 TOL previously approved by the board in June 2022.

Lists of potential additions and deletions were drafted with accompanying Labor Market Information to request review and approval to finalize the 2022-2023 TOL.

In accordance with the REACH Act, CareerSource Pinellas will begin working with CareerSource Tampa Bay on regional approaches prior to the impending consolidation. The accompanying list combines the RTOLs of both regions to create a regional occupation list.

RECOMMENDATION

Approval to adopt the combined list as the 2023-2024 Regional Demand Occupation List for CareerSource Pinellas.

		Region 14 (CareerSource Pinellas)	Region 15 (CareerSource Tampa Bay)	
SOC Code Occupation Title*	Occupation Title*	Status	Status8	On list
132011	Accountants and Auditors	Current	Current	Both
493011	Aircraft Mechanics and Service Technicians	Current	Current	Both
532011	Airline Pilots, Copilots, and Flight Engineers	New	Current	Both
173011	Architectural and Civil Drafters	New	Current	Both
119041	Architectural and Engineering Managers	Current	Current	Both
274011	Audio and Video Technicians	Current	Current	Both
493023	Automotive Service Technicians and Mechanics	Current	Current	Both
194021	Biological Technicians	New	Current	Both
433031	Bookkeeping, Accounting, and Auditing Clerks	Current	Current	Both
493031	Bus and Truck Mechanics and Diesel Engine Specialists	Current	Current	Both
533052	Bus Drivers, Transit and Intercity	New	Current	Both
131199	Business Operations Specialists, All Other	Recommended	Keep	Both
251011	Business Teachers, Postsecondary	New	Current	Both
131020	Buyers and Purchasing Agents	Current	Current	Both
292031	Cardiovascular Technologists and Technicians	New	Current	Both
435011	Cargo and Freight Agents	Current	Current	Both
472031	Carpenters	Current	Current	Both
472051	Cement Masons and Concrete Finishers	Current	Current	Both
351011	Chefs and Head Cooks	Current	Current	Both
172051	Civil Engineers	Current	Current	Both
131031	Claims Adjusters, Examiners, and Investigators	Current	Current	Both
212011	Clergy	New	Current	Both
292010	Clinical Laboratory Technologists and Technicians	Current	Current	Both
532012	Commercial Pilots	Current	Current	Both
211099	Community and Social Service Specialists, All Other	New	Current	Both
131141	Compensation, Benefits, and Job Analysis Specialists	Current	Current	Both
131041	Compliance Officers	Current	Current	Both
113021	Computer and Information Systems Managers	Current	Current	Both
151241	Computer Network Architects	New	Current	Both
151231	Computer Network Support Specialists	Current	Current	Both
151211	Computer Systems Analysts	Current	Current	Both
151232	Computer User Support Specialists	Current	Current	Both
474011	Construction and Building Inspectors	Current	Current	Both
119021	Construction Managers	Current	Current	Both
131051	Cost Estimators	Current	Current	Both
434051	Customer Service Representatives	Recommended	Keep	Both
319091	Dental Assistants	Current	Current	Both
291292	Dental Hygienists	Current	Current	Both
292032	Diagnostic Medical Sonographers	Current	Current	Both
472081	Drywall and Ceiling Tile Installers	New	Current	Both
119033	Education Administrators, Postsecondary	New	Current	Both
173023	Electrical and Electronic Engineering Technologists and Technicians	Current	Current	Both

172071	Electrical Engineers	New	Current	Both
472111	Electricians	Current	Current	Both
172072	Electronics Engineers, Except Computer	New	Current	Both
252021	Elementary School Teachers, Except Special Education	New	Current	Both
172199	Engineers, All Other	New	Current	Both
119013	Farmers, Ranchers, and Other Agricultural Managers	New	Current	Both
113031	Financial Managers	Current	Current	Both
332011	Firefighters	Current	Current	Both
471011	First-Line Supervisors of Construction Trades and Extraction Workers	Current	Current	Both
371011	First-Line Supervisors of Housekeeping and Janitorial Workers	New	Current	Both
371012	First-Line Supervisors of Landscaping, Lawn Service, and Groundskeeping Workers	Current	Current	Both
491011	First-Line Supervisors of Mechanics, Installers, and Repairers	Current	Current	Both
411012	First-Line Supervisors of Non-Retail Sales Workers	Current	Current	Both
431011	First-Line Supervisors of Office and Administrative Support Workers	Current	Current	Both
511011	First-Line Supervisors of Production and Operating Workers	Current	Current	Both
411011	First-Line Supervisors of Retail Sales Workers	Current	Current	Both
531047	First-Line Supervisors of Transportation and Material Moving Workers, Except Aircraft Cargo Handling Supervisors	Current	Current	Both
119051	Food Service Managers	Current	Current	Both
111021	General and Operations Managers	Current	Current	Both
472121	Glaziers	New	Current	Both
271024	Graphic Designers	Current	Current	Both
499021	Heating, Air Conditioning, and Refrigeration Mechanics and Installers	Current	Current	Both
533032	Heavy and Tractor-Trailer Truck Drivers	Current	Current	Both
113121	Human Resources Managers	Current	Current	Both
131071	Human Resources Specialists	Current	Current	Both
172112	Industrial Engineers	Current	Current	Both
499041	Industrial Machinery Mechanics	Current	Current	Both
537051	Industrial Truck and Tractor Operators	Current	Current	Both
151212	Information Security Analysts	Current	Current	Both
413021	Insurance Sales Agents	Current	Current	Both
273091	Interpreters and Translators	New	Current	Both
252012	Kindergarten Teachers, Except Special Education	Current	Current	Both
292061	Licensed Practical and Licensed Vocational Nurses	Current	Current	Both
132072	Loan Officers	Current	Current	Both
131081	Logisticians	New	Current	Both
514041	Machinists	Current	Current	Both
131111	Management Analysts	Current	Current	Both
131161	Market Research Analysts and Marketing Specialists	Current	Current	Both
112021	Marketing Managers	Current	Current	Both
172141	Mechanical Engineers	Current	Current	Both
119111	Medical and Health Services Managers	Current	Current	Both
319092	Medical Assistants	Current	Current	Both
499062	Medical Equipment Repairers	New	Current	Both
436013	Medical Secretaries and Administrative Assistants	Current	Current	Both
131121	Meeting, Convention, and Event Planners	Current	Current	Both

252022	Middle School Teachers, Except Special and Career/Technical Education	Current	Current	Both
493042	Mobile Heavy Equipment Mechanics, Except Engines	New	Current	Both
493051	Motorboat Mechanics and Service Technicians	New	Current	Both
151244	Network and Computer Systems Administrators	Current	Current	Both
312011	Occupational Therapy Assistants	New	Current	Both
472073	Operating Engineers and Other Construction Equipment Operators	Current	Current	Both
472141	Painters, Construction and Maintenance	Current	Current	Both
232011	Paralegals and Legal Assistants	Current	Current	Both
132052	Personal Financial Advisors	Current	Current	Both
372021	Pest Control Workers	Current	Current	Both
292052	Pharmacy Technicians	Current	Current	Both
319097	Phlebotomists	Current	Current	Both
312021	Physical Therapist Assistants	Current	Current	Both
291071	Physician Assistants	New	Current	Both
472152	Plumbers, Pipefitters, and Steamfitters	Current	Current	Both
333051	Police and Sheriff/Es Patrol Officers	Current	Current	Both
251199	Postsecondary Teachers, All Other	Current	Current	Both
272012	Producers and Directors	New	Current	Both
119141	Property, Real Estate, and Community Association Managers	Current	Current	Both
273031	Public Relations Specialists	Current	Current	Both
292034	Radiologic Technologists and Technicians	Current	Current	Both
291141	Registered Nurses	Current	Current	Both
291126	Respiratory Therapists	Current	Current	Both
472181	Roofers	New	Current	Both
112022	Sales Managers	Current	Current	Both
414012	Sales Representatives, Wholesale and Manufacturing, Except Technical and Scientific Products	Current	Current	Both
414011	Sales Representatives, Wholesale and Manufacturing, Technical and Scientific Products	Current	Current	Both
252031	Secondary School Teachers, Except Special and Career/Technical Education	Current	Current	Both
413031	Securities, Commodities, and Financial Services Sales Agents	Current	Current	Both
492098	Security and Fire Alarm Systems Installers	Current	Current	Both
472211	Sheet Metal Workers	New	Current	Both
252052	Special Education Teachers, Kindergarten and Elementary	New	Current	Both
211018	Substance Abuse, Behavioral Disorder, and Mental Health Counselors	Current	Current	Both
292055	Surgical Technologists	Current	Current	Both
173031	Surveying and Mapping Technicians	New	Current	Both
492022	Telecommunications Equipment Installers and Repairers, Except Line Installers	Current	Current	Both
499052	Telecommunications Line Installers and Repairers	New	Current	Both
472044	Tile and Stone Setters	Current	Current	Both
131151	Training and Development Specialists	Current	Current	Both
113071	Transportation, Storage, and Distribution Managers	Current	Current	Both
514121	Welders, Cutters, Solderers, and Brazers	Current	Current	Both
151299	Computer Occupations, All Other			Region 14
351012	First-Line Supervisors of Food Preparation and Serving Workers	Recommended		Region 14

519061	Inspectors, Testers, Sorters, Samplers, and Weighers	Recommended	Region 14
533033	Light Truck Drivers	Recommended	Region 14
499071	Maintenance and Repair Workers, General	Recommended	Region 14
439061	Office Clerks, General	Recommended	Region 14
131082	Project Management Specialists	Recommended	Region 14
413091	Sales Representatives of Services, Except Advertising, Insurance, Financial Services, and Travel	Recommended	Region 14
436014	Secretaries and Administrative Assistants, Except Legal, Medical, and Executive	Recommended	Region 14
151252	Software Developers	Recommended	Region 14
253099	Teachers and Instructors, All Other	Recommended	Region 14
518031	Water and Wastewater Treatment Plant and System Operators		Region 14
413011	Advertising Sales Agents	Keep	Region 15
493021	Automotive Body and Related Repairers	Keep	Region 15
395011	Barbers	Keep	Region 15
472021	Brickmasons and Blockmasons	Keep	Region 15
533021	Bus Drivers, Transit and Intercity	Keep	Region 15
111011	Chief Executives	Current	Region 15
211094	Community Health Workers	Keep	Region 15
514012	Computer Controlled (CNC) Mach. Tool Programmers, M & P	Keep	Region 15
514011	Computer-Controlled Machine Tool Operators, M & P	Keep	Region 15
352014	Cooks, Restaurant	Keep	Region 15
333012	Correctional Officers and Jailers	Keep	Region 15
151141	Database Administrators	Keep	Region 15
292051	Dietetic Technicians	Keep	Region 15
212021	Directors, Religious Activities and Education	Keep	Region 15
119032	Education Administrators, Kindergarten through Secondary	Current	Region 15
492094	Electronics Repairers, Commercial and Industrial Equip.	Keep	Region 15
292041	Emergency Medical Technicians and Paramedics	Keep	Region 15
173029	Engineering Technicians, Except Drafters, All Other	Keep	Region 15
194091	Environmental Science and Protection Technicians, Including Health	Keep	Region 15
436011	Executive Secretaries and Executive Admin. Assistants	Keep	Region 15
132051	Financial Analysts	Keep	Region 15
132098	Financial and Investment Analysts, Financial Risk Specialists, and Financial Specialists, All Other	Keep	Region 15
132099	Financial Specialists, All Other	Current	Region 15
391098	First-Line Supervisors of Personal Service and Entertainment and Recreation Workers, Except Gambling Services	Keep	Region 15
194092	Forensic Science Technicians	Keep	Region 15
395012	Hairdressers, Hairstylists, and Cosmetologists	Keep	Region 15
292099	Health Technologists and Technicians, All Other	Keep	Region 15
311011	Home Health Aides	Keep	Region 15
434161	Human Resources Assistants, Exc. Payroll	Keep	Region 15
472131	Insulation Workers, Floor, Ceiling, and Wall	Keep	Region 15
132053	Insurance Underwriters	Keep	Region 15
271025	Interior Designers	Keep	Region 15
434131	Loan Interviewers and Clerks	Keep	Region 15
119081	Lodging Managers	Keep	Region 15
119199	Managers, All Other	Keep	Region 15

395092	Manicurists and Pedicurists		Keep	Region 15
319011	Massage Therapists		Keep	Region 15
173027	Mechanical Engineering Technicians		Keep	Region 15
292098	Medical Dosimetrists, Medical Records Specialists, and Health Technologists and Technicians, All Other		Keep	Region 15
319093	Medical Equipment Preparers		Keep	Region 15
292071	Medical Records and Health Information Technicians		Keep	Region 15
514199	Metal and Plastic Machine Workers, all other		Keep	Region 15
499044	Millwrights		Keep	Region 15
292033	Nuclear Medicine Technologists		Keep	Region 15
311014	Nursing Assistants		Keep	Region 15
519083	Ophthalmic Laboratory Technicians		Keep	Region 15
292081	Opticians, Dispensing		Keep	Region 15
311015	Patient Care Technicians (Orderlies)		Keep	Region 15
119198	Personal Service Managers, All Other; Entertainment and Recreation Managers, Except Gambling; and Managers, All		Keep	Region 15
472151	Pipelayers		Keep	Region 15
252011	Preschool Teachers, Except Special Education	Keep	Keep	Region 15
131198	Project Management Specialists and Business Operations Specialists, All Other		Keep	Region 15
292053	Psychiatric Technicians		Keep	Region 15
419021	Real Estate Brokers		Keep	Region 15
419022	Real Estate Sales Agents		Keep	Region 15
339032	Security Guards		Keep	Region 15
395094	Skincare Specialists		Keep	Region 15
151256	Software Developers and Software Quality Assurance Analysts and Testers		Keep	Region 15
151133	Software Developers, Systems Software		Keep	Region 15
472231	Solar Photovoltaic Installers		Keep	Region 15
472221	Structural Iron and Steel Workers		Keep	Region 15
259041	Teacher Assistants		Keep	Region 15
232093	Title Examiners, Abstractors, and Searchers		Keep	Region 15
292056	Veterinary Technologists and Technicians		Keep	Region 15
251194	Vocational Education Teachers, Postsecondary		Keep	Region 15
151134	Web Developers		Keep	Region 15
151257	Web Developers and Digital Interface Designers		Keep	Region 15

Both regions have on lists
Region 14 (CareerSource Pinellas)
Region 15 (CareerSource Tampa Bay)



ACTION ITEM 3

Merging Eligible Training Provider List with CSTB

As previously discussed, CareerSource Pinellas will begin working with CareerSource Tampa Bay on regional approaches prior to the impending consolidation. The accompanying list combines the Eligible Training Provider List (ETPL) of both regions to create one regional training provider list.

If approved, each local area will continue to manage their lists and work together to share any changes.

RECOMMENDATION

Approval to adopt the combined Regional Eligible Training Provider List for CareerSource Pinellas.

Training Provider	Region	Website
Access Computer Training	Both	www.accesscomputertraining.com
Center for Technology Training	Both	www.cttschool.com
Computer Coach IT Training Solutions	Both	www.computercoach.com
Concorde Career Institute	Both	www.concorde.edu
Florida Technical College	Both	www.ftccollege.edu
Galen College of Nursing	Both	www.galencollege.edu/campuses/tampa-bay
Jersey College	Both	www.jerseycollege.edu
National Aviation Academy	Both	www.naa.edu
New Horizons Computer Learning Center of Tampa Bay	Both	www.nhtampabay.com
Palm Beach Code School - Online	Both	www.palmbeachcodeschool.com
Roadmaster Drivers School, Inc.	Both	www.roadmaster.com
Tampa Truck Driving School	Both	https://www.tampatruckdrivingschool.com
Ultimate Medical Academy	Both	www.ultimatemedical.edu/programs
Academy for Dental Assistants	Region 14	www.academy4da.com
ACI Learning - Online	Region 14	www.acilearning.com
Keiser University	Region 14	www.keiseruniversity.edu
Learning Alliance Corporation	Region 14	www.mylearningalliance.com
Pinellas County Schools, COE & SACS CASI (includes Community Adult Education & Pinellas Technical College - formerly PTEC)	Region 14	www.pcsb.org/myptc
Rasmussen University	Region 14	www.rasmussen.edu
ServiceSource Florida Career Institute	Region 14	www.servicesource.org
Southern Technical Institute	Region 14	www.beacna.com
St. Petersburg College - Workforce Institute/Non-credit	Region 14	www.spcollege.augusoft.net
St. Petersburg College, SACS - COC	Region 14	www.spc.edu/info
Ultimate Medical Academy - Online	Region 14	www.ultimatemedical.edu/programs
University of South Florida / Innovative Education, SACS	Region 14	www.usf.edu/continuing-education/
Academy of Applied Technology, LLC dba Applied Technology Academy	Region 15	https://appliedtechnologyacademy.com
Aguilas International Technical Institute	Region 15	https://agmedtech.com/
Career Tech, LLC	Region 15	https://careertech.edu/
CNA Training & Testing Center	Region 15	https://www.cnatrainingandtestingcenter.com/
DATS of Florida, Inc.	Region 15	https://www.datsflorida.com
Finlay Institute of Nursing	Region 15	https://finlayinstitute.com/
Fleetforce Truck Driving School	Region 15	https://www.fleetforcetruckdrivingschool.com/
Florida Career College	Region 15	https://www.floridacareercollege.edu/
Florida Trade Academy	Region 15	http://floridatradeacademy.org/
Herzing University	Region 15	https://www.herzing.edu/
Hillsborough Community College	Region 15	https://www.hccfl.edu/
Hillsborough Community College - Institute for Corporate & Continuing Education	Region 15	https://www.tampatraining.com/
Hillsborough Community College - Ybor Campus	Region 15	https://www.hccfl.edu/
Hillsborough Community College - Ybor City Campus	Region 15	https://www.hccfl.edu/
Hillsborough Community College, Brandon Campus	Region 15	https://www.hccfl.edu/
Hillsborough Community College, Brandon Campus	Region 15	https://catalog.tampatraining.com/ 21

Hillsborough Community College, Collaboration Studio	Region 15	https://www.hccfl.edu/
Hillsborough Community College, Dale Mabry Campus	Region 15	https://www.hccfl.edu/
Hillsborough Community College, HCC at The Regent	Region 15	https://www.hccfl.edu/
Hillsborough Community College, Institute for Corporate & Continuing Education	Region 15	https://www.tampatraining.com/
Hillsborough Community College, Plant City Campus	Region 15	https://www.hccfl.edu/
Hillsborough County School Board - Aparicio-Levy Technical	Region 15	www.hillsboroughschools.org/altc
Hillsborough County School Board - Aparicio-Levy Technical College	Region 15	www.aparicio-levy.edu
Hillsborough County School Board - Brewster Technical College	Region 15	www.brewster.edu
Hillsborough County School Board - Erwin Technical College	Region 15	www.erwin.edu
Hillsborough County School Board - Erwin Technical College (West Campus)	Region 15	www.erwin.edu
JobWorks dba JobWorks Education and Training Systems	Region 15	https://www.jobworksincorporated.org/techworks
Knowledge Quest Education Solutions dba Learning Alliance Corporation	Region 15	https://www.mylearningalliance.com/
Net Synergy Virtual Solutions dba LT3 Academy	Region 15	www.mynetsvs.com/lt3academy
Rasmussen University - Brandon/Tampa Campus	Region 15	https://www.rasmussen.edu/locations/florida/tampa-brandon/
Rasmussen University - Central Pasco campus	Region 15	https://www.rasmussen.edu/locations/florida/central-pasco/
Southern Technical College	Region 15	https://www.southerntech.edu
Suncoast Career Academy	Region 15	www.suncoastcareeracademy.com
Tampa Medical College	Region 15	https://appliedtechnologyacademy.com
Tampa Vocational Institute	Region 15	http://www.tampavocational.com/
University of South Florida, Learning Academy Services	Region 15	http://learningacademy.fmhi.usf.edu/

Green - Both Regions
Yellow - Region 14 (CareerSource Pinellas) only
Blue/white - Region 15 (CareerSource Tampa Bay) only



ACTION ITEM 4

Paid Work Experience and On-the-Job Training Outside of Pinellas County

Current Paid Work Experience (PWE) and On-the-Job Training (OJT) Policies and Procedures require the business or work-based learning (WBL) partner to have a physical presence in Pinellas County.

We are requesting the approval to change the policies to reflect the ability to contract with employers and WBL partners in other counties when it will be of benefit to the participant.

In addition to career and geographic value for an individual, this change will be especially beneficial to take advantage of apprenticeship opportunities in surrounding counties.

CareerSource Tampa Bay's policies do not limit employers to Hillsborough county.

RECOMMENDATION

Approval of the change in CareerSource Policy to allow for PWE/OJT opportunities with employers located outside Pinellas County.



ACTION ITEM 5

Approval of Training Provider Genuine Healthcare Institute

3880 5th Ave. South, St. Petersburg, FL 33713

Genuine Healthcare Institute, LLC is seeking initial provider approval. They have a provisional license from the Commission for Independent Education.

Courses/Certificate/Diploma Programs

Program	Books & Supplies	Tuition & Fees	Total Cost	Duration Of Training	Completion Rate	Average Wage at Placement	Employed after completion
Nursing Assistant	\$300	\$1,055	\$1,355	120 hours	100%	\$16-18	88%
Home Health Aide	\$350	\$500	\$850	75 hours	100%	\$15-16	87.5%
Pharmacy Technician	\$300	\$3,999	\$4,299	1050 hours	new	\$21	new

- Years in operation: 4 years in business, nearly 2 years in operation
- Total enrollments for 2022-2023: 38
- Nursing Assistant and Home Health Aide are on the CareerSource Tampa Bay Regional Targeted Occupation List

RECOMMENDATION

Approval to add Genuine Healthcare as an eligible training provider.



ACTION ITEM 6

Approval of Training Provider The EMS Training School, LLC dba School of EMS

34350 US HWY 19 North, Palm Harbor, FL 34683

The School of EMS is seeking initial provider approval. They are licensed by the Commission for Independent Education.

Courses/Certificate/Diploma Programs

Program	Books & Supplies	Tuition & Fees	Total Cost	Duration Of Training	Completion Rate	Average Wage at Placement	Employed after completion
Emergency Medical Technician	\$350	\$2,000	\$2,350	300 hours	66%	\$16	73%
Paramedic	\$750	\$8,350	\$9,100	1100 hours	74%	\$20	87.5%

- Years in operation: 4 years in operation
- Total enrollments for 2022 and 2023: 399
- EMT is a pre-requisite for Paramedic
- In process of getting CIE License

RECOMMENDATION

Approval to add the School of EMS as an eligible training provider, pending successful site visit and CIE License.



INFORMATION ITEM 1
CareerSource Pinellas
Work-based Learning and On-the-Job Training Spending
For the period July 1, 2022 - April 30, 2023

OJT Provider	Work-based Learning Spending	Approved Spending (if required)	Remaining	# of Participants	Avg./ Per Part	Prior Year Spending
Badaro Group	\$ 9,281			2	\$ 4,641	-
Bert Smith Oldsmobile, Inc.	\$ 3,065			1	\$ 3,065	-
Clean Soil Technology	\$ 2,285			1	\$ 2,285	-
Catalyst QLM LLC	\$ -			-		224,018
Manpower	\$ 513,359			174	\$ 2,950	166,312
Mechanical A/C Designs LLC	\$ -					11,845
Net Synergy Virtual Solutions LLC	\$ 25,344			6	\$ 4,224	-
Universal Life and Health Insurance	\$ 1,401			1	\$ 1,401	-
Veterans Metal LLC dba DHS	\$ -					1,853
Total	\$ 554,735			185	\$ 2,999	\$ 404,029

Variance \$ \$ 150,706

Variance % 37%



INFORMATION ITEM 2
CareerSource Pinellas
Training Provider Spending
For the period July 1, 2022 - April 30, 2023

Training Provider	Customer Training	Approved Spending (if required)	Remaining	# of Participants	Avg/ Per Part
Academy for Dental Assistants, (Pinellas)	23,185			8	2,898
Access Computer Training, (Hillsborough)	45,000			7	6,429
American Manufacturing Skills Initiative (AmSkills)	-				
BizTech Learning Centers, Inc., (Pinellas)	-				
Center for Technology Training	15,490			4	3,873
Central Florida Heat and Frost Insulators J.A.C. (RA)					
Champion Truck Driving School	156,000			31	5,032
Computer Coach IT Training Solutions	34,000			5	6,800
Concorde Career Institute, (Hillsborough)	15,000			2	7,500
Connecticut School of Broadcasting, (Hillsborough)					
Florida Technical College					
Galen College of Nursing, (Pinellas)	264,094			54	4,891
Gold Coast Professional Schools					
Hillsborough Community College	-			-	
IEC- Independent Electrical Contractors, FAAC					
International Union of Operating Engineers (RA)					
Ironworkers (RA)					
JATC - Tampa Area Electrical JATC, (Hillsborough), FAAC (RA)	15,278			22	694
Jersey College, (Hillsborough)	26,458			8	3,307
Keiser University	12,500			2	6,250
Masonry (RA)					
National Aviation Academy	137,421			24	5,726
Net Synergy Virtual Solutions LLC	7,112			2	3,556
New Horizon Computer Learning Center, (Hillsborough)	237,980			41	5,804
Pinellas Ex-Offender Re-Entry Coalition *		50,000	50,000		
Pinellas Technical Education Centers *	37,489	300,000	262,511	29	1,293
Plumbers and Pipefitters and HVAC, local union 123 (RA) *					
R.V. Training Center					
Rasmussen College	18,774			5	3,755
Refrigeration & Air Conditioning Contractors (RACCA) (RA)					
Roadmaster Drivers School, Inc., (Hillsborough)					
Schiller International University, (Pinellas)					
Southern Technical Institute, Pinellas Park, (Pinellas)	8,860			8	1,108
St. Petersburg College *	139,163	1,200,000	1,060,837	54	2,577
Superior Aviation Gate	4,820			1	4,820
Tampa Bay Aviation	5,000			1	5,000
Tampa Truck Driving School, Inc.	68,000			12	5,667
Ultimate Medical Academy (Pinellas) *	127,703	250,000	122,297	20	6,385
Ultimate Medical Academy (Online)					
University of South Florida / Innovative Education, SACS	22,206			4	5,552
Veritas Nursing Academy					
Webster University					
Total	\$ 1,398,348			336	\$ 4,162
Prior Year for Same Period	\$ 1,020,542			309	\$ 3,303
Variance	\$ 377,805			27	\$ 859
	37%			9%	26%

RELATED PARTY CONTRACTS (with multiple components)

	Spending	Amount	Remaining	Component
Pinellas Technical Education Centers *	37,489	300,000	262,511	Training (ITA)
	103,359	130,000	26,641	Leases
	140,849	430,000	289,151	
St. Petersburg College *	139,163	1,200,000	1,060,837	Training (ITA)
	97,878	160,000	160,000	Leases
	57,500	125,000	67,500	Contracts
	294,541	1,485,000	1,288,337	
Ultimate Medical Academy (Pinellas) *	127,703	250,000	122,297	Training (ITA)
	-	100,000	100,000	OJT
	127,703	350,000	222,297	

* Contracts required two-third board approval.

Note: Amounts above represent disbursements made to training providers during time period.

Goal 1 - Develop Robust Partnerships with Employers

- **Objective 1:** Utilize and partner with existing business group that convene employers regularly to understand immediate and future needs.
- **Objective 2:** Develop and execute a marketing strategy to build awareness with businesses about engagement and services available.
- **Objective 3:** Increase services to incumbent workers and underemployed workers.
- **Objective 4:** Develop methods that help businesses navigate the workforce system's services and that connect them with qualified applicants.

11 Business Group Partners

- | BAMA (Bay Area Manufacturing Association)
- | Central Pinellas Chamber
- | Greater Seminole Chamber of Commerce
- | Pinellas Economic Development
- | Recruiter Networking Group
- | St. Petersburg Area Econ. Development Corp
- | St. Petersburg Chamber
- | Tampa Bay Beaches Chamber
- | Tampa Bay Tech
- | Upper Tampa Bay Chamber
- | Volunteers of Active Disaster (VOAD)

1396

Employers Served

302

Newly Registered Employers

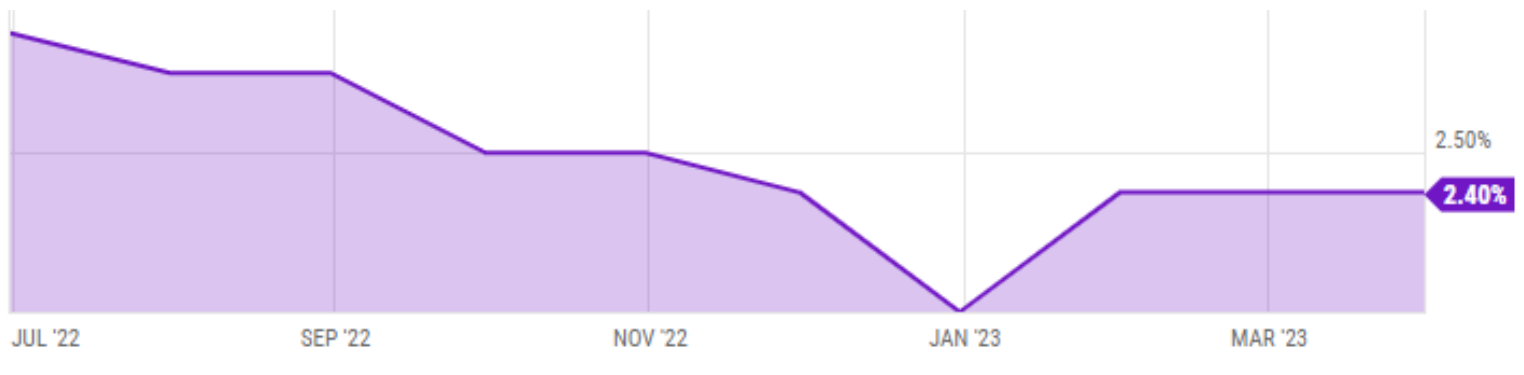
5183

Services Provided by Staff

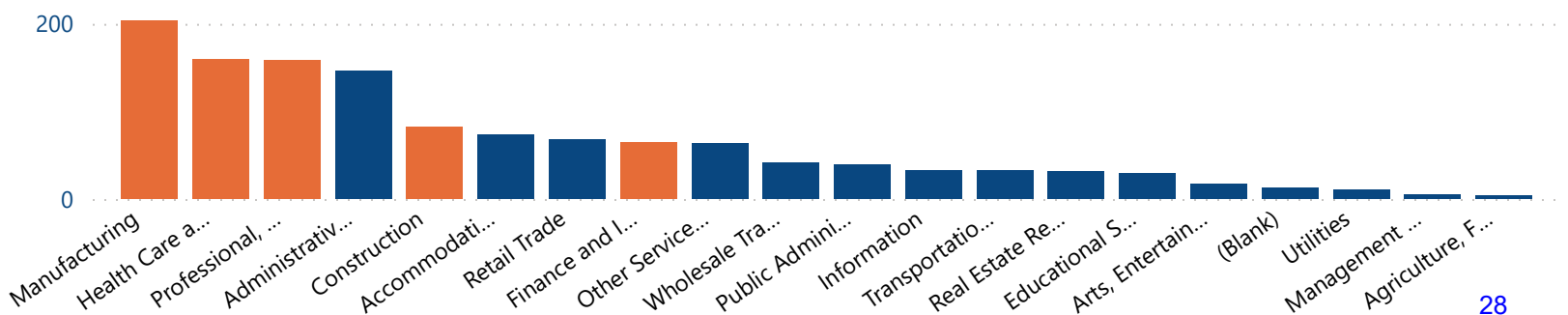
13339

Job Orders Posted

The unemployment rate in the CareerSource Pinellas region (Pinellas County) was 2.1 percent in April 2023. This rate was 0.3 percentage point lower than the region's year ago rate of 2.4 percent. The region's April 2023 unemployment rate was 0.2 percentage point lower than the state rate of 2.3 percent. The labor force was 526,672, up 21,139 (+4.2 percent) over the year. There were 11,165 unemployed residents in the region.



Employer Industries Represented



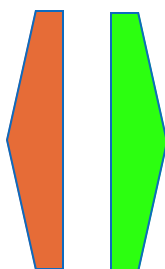
Goal 2 - Strengthen Partnerships with Organizations that Provide Educational Opportunities

- **Objective 1:** Compile all Labor Market Information (LMI) data and information to work together to create LMI Briefs that can be used by jobseekers, employers, and other workforce organizations in easy to consume formats.
- **Objective 2:** Convene employers to identify skill needs and align education providers' offerings to current and future skill needs.
- **Objective 3:** Provide easy to use 'career maps' for jobseekers to use to both knew where to go for education/training to obtain necessary credentials and next steps on a career path.
- **Objective 4:** Ensure that there is a Talent Pipeline that connects business service staff between CareerSource and educational institutions.

42 Approved Training Providers and
129 Regional Targeted Occupations



The industries gaining jobs over the year were Professional and Business Services (+16,700 jobs); Education and Health Services (+15,400 jobs); Trade, Transportation, and Utilities (+8,000 jobs); Mining, Logging, and Construction (+6,100 jobs); Leisure and Hospitality (+5,800 jobs); Manufacturing (+2,700 jobs); Other Services (+2,500 jobs); and Government (+2,300 jobs).



The Tampa-St. Petersburg-Clearwater MSA had the highest annual job growth compared to all the metro areas in the state in the Professional and Business Services (+16,700 jobs); Education and Health Services (+15,400 jobs); Mining, Logging, and Construction (+6,100 jobs); and Other Services (+2,500 jobs) industries.

Goal 3 - Expand Outreach to Jobseekers

- **Objective 1:** Target outreach efforts based on areas of opportunity.
- **Objective 2:** Expand the virtual delivery of service system currently in place.
- **Objective 3:** Conduct analysis of existing asset mapping to identify local community-based organizations and resource assets that might assist with outreach and service delivery.
- **Objective 4:** Conduct a gap analysis through engagement with priority customers and key stakeholders to assess what services may be missing and/or what changes are needed in how services are delivered to ensure participation.
- **Objective 5:** Support individuals to gain employment through a system of wraparound services that is responsive to their diverse experience and needs.
- **Objective 6:** Develop a Regional Targeted Occupations List.

227 Employers participated in **10** career fairs with **877** job seekers attending.

Job Seekers during PY

8039

Placements Recorded

1455

Services Provided

23752

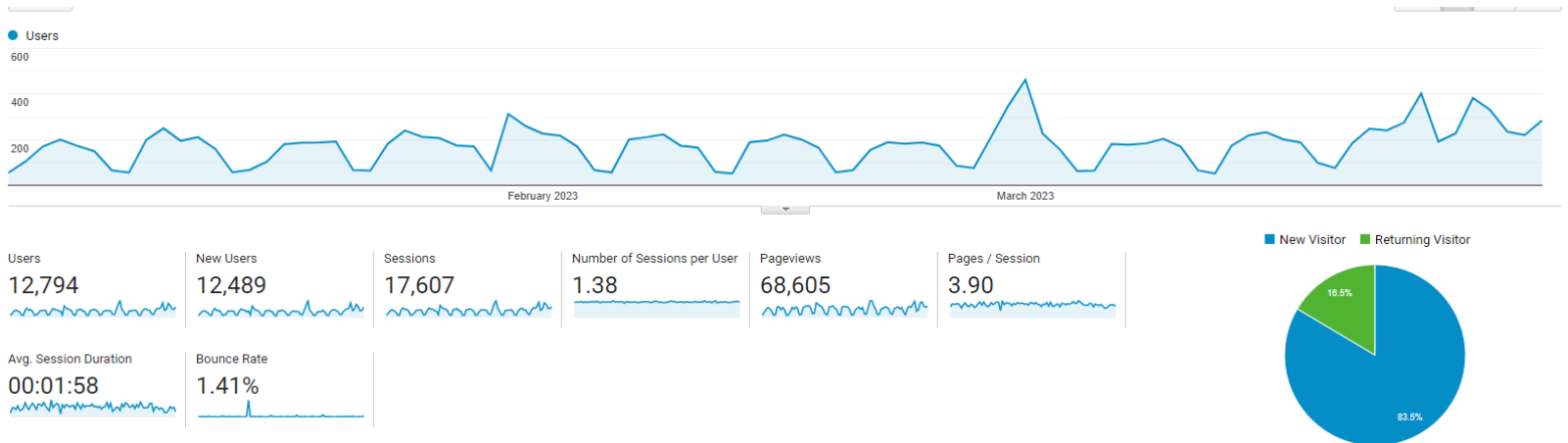
Focus on service

Business Services teammates continue to reenergize relationships across all sectors as COVID impacts continue to abate, adding new partnerships and memberships to Chambers of Commerce, community groups and sector specific support organizations.

Networking Groups

***Networking events resumed in December 2022 and average about 10 attendees per session. Lack of attendance has paused future events.*

Website Visits Jan 1 - Mar 31, 2023



Goal 4 - Build Organizational Capacity; Promote Change and Transformation of CareerSource Pinellas

- **Objective 1:** Present a positive message of the organization to include all that is currently being done and what will be done based on the strategic plan.
- **Objective 2:** Update talking points for use by board members and staff as part of the awareness campaign.
- **Objective 3:** Continue to improve and enhance the technology infrastructure both internally for staff to be more efficient and for communication among the system's partners and to increase user friendly access for customers.
- **Objective 4:** Ensure compliance and work with/train on the new ways of doing business that are in compliance while reducing the burden on customers through streamlined compliant processes.
- **Objective 5:** Develop methods to regularly listen to customers to test new processes before implementing them permanently.

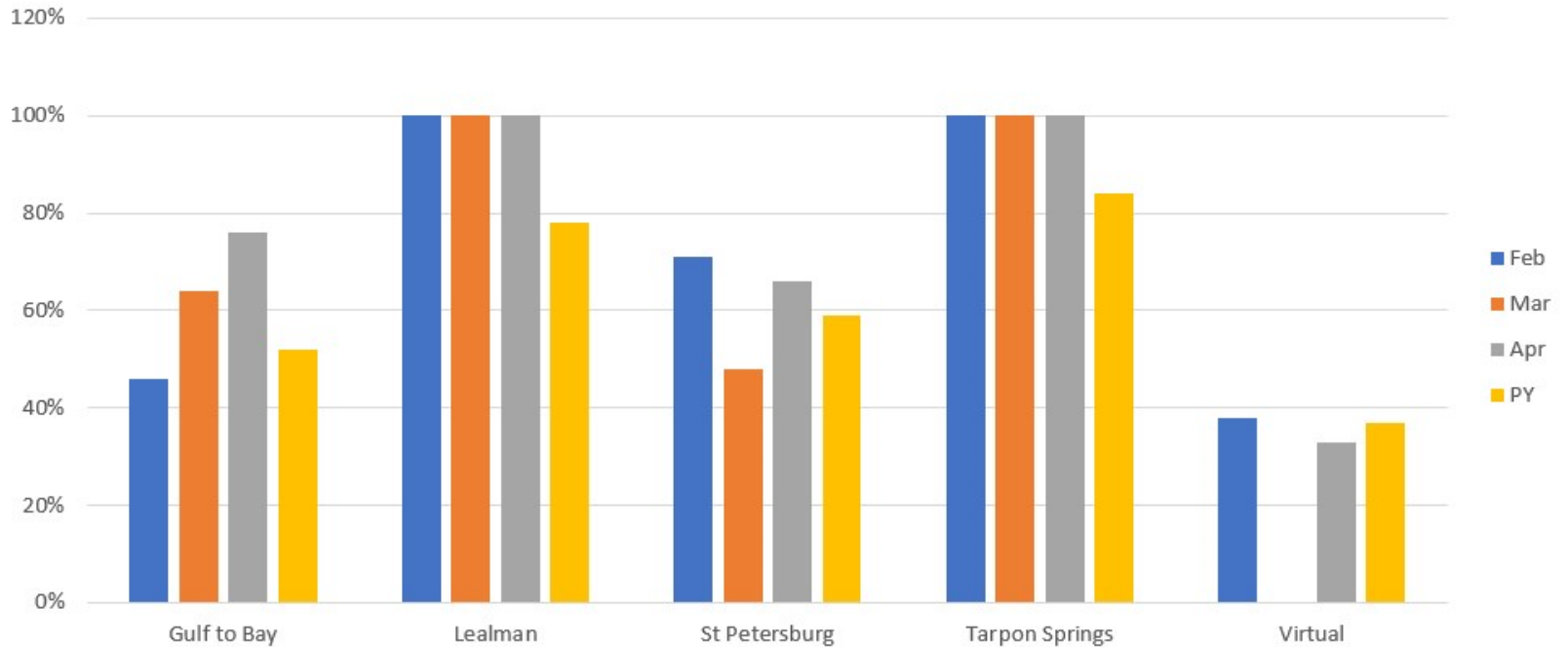
Strategy

By continuing strategic leadership expansion, CareerSource Pinellas has begun to grow the organization, to include multiple director level roles, expand during pre-COVID operations.

Awareness

Our internal marketing team and Tucker Hall, Public Relations Firm, are actively working to assist with strategic communications and to amplify our voice in the Tampa Bay area.

Net Promotor



Services Accessed by Month

Service	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	Total
Appointment with Staff	25.00%	17.39%	19.61%	22.73%	12.50%	33.82%	30.00%	42.59%	30.88%	37.18%	27.17%
Live or Recorded Online Workshops	25.00%	21.74%	35.29%	25.76%	34.38%	33.82%	28.57%	33.33%	44.12%	48.72%	33.07%
Recruitment Event	0.00%	4.35%	5.88%	16.67%	7.81%	1.47%	10.00%	11.11%	7.35%	7.69%	7.23%
Reemployment Assistance	58.33%	50.00%	56.86%	66.67%	60.94%	61.76%	75.71%	64.81%	58.82%	66.67%	62.06%
Use of Computer Lab	8.33%	23.91%	11.76%	12.12%	15.63%	8.82%	17.14%	16.67%	19.12%	10.26%	14.38%
Workforce Program Services (Job Search/WIOA/WTP/SNAP)	33.33%	43.48%	25.49%	24.24%	18.75%	38.24%	44.29%	33.33%	39.71%	23.08%	32.39%
Other	2.78%	17.39%	9.80%	6.06%	7.81%	5.88%	10.00%	0.00%	8.82%	7.69%	7.62%



INFORMATION ITEM 4 Q3 WIOA Primary Indicators

LWDB 14

Measures	PY2021-2022 4th Quarter Performance	PY2021-2022 % of Performance Goal Met For Q4	PY2021-2022 Performance Goals	PY2022-2023 1st Quarter Performance	PY2022-2023 % of Performance Goal Met For Q1	PY2022-2023 2nd Quarter Performance	PY2022-2023 % of Performance Goal Met For Q2	PY2022-2023 3rd Quarter Performance	PY2022-2023 % of Performance Goal Met For Q3	PY2022-2023 Performance Goals
Adults:										
Employed 2nd Qtr After Exit	82.60	91.78	90.00	81.80	88.91	75.80	82.39	80.10	87.07	92.00
Median Wage 2nd Quarter After Exit	\$11,068	153.72	\$7,200	\$10,506.00	97.82	\$10,619.00	98.87	\$10,506	97.82	\$10,740
Employed 4th Qtr After Exit	92.90	108.65	85.50	90.60	100.44	75.40	83.59	82.80	91.80	90.20
Credential Attainment Rate	86.90	120.69	72.00	80.40	92.41	67.10	77.13	67.20	77.24	87.00
Measurable Skill Gains	66.20	135.10	49.00	58.30	89.69	56.60	87.08	56.30	86.62	65.00
Dislocated Workers:										
Employed 2nd Qtr After Exit	80.30	89.22	90.00	78.60	89.32	71.80	8159.09%	73.20	83.18	88.00
Median Wage 2nd Quarter After Exit	\$12,112	170.59	\$7,100	\$11,409.00	121.77	\$11,667.00	124.53	\$11,667	124.53	\$9,369
Employed 4th Qtr After Exit	87.50	102.70	85.20	90.40	107.36	77.20	91.69	79.30	94.18	84.20
Credential Attainment Rate	93.30	133.29	70.00	93.50	108.09	86.90	100.46	87.30	100.92	86.50
Measurable Skill Gains	57.50	117.35	49.00	45.00	69.23	39.20	60.31	39.80	61.23	65.00
Youth:										
Employed 2nd Qtr After Exit	83.50	98.82	84.50	82.30	98.56	81.00	97.01	82.20	98.44	83.50
Median Wage 2nd Quarter After Exit	\$4,726	147.69	\$3,200	\$4,866.00	103.58	\$4,965	105.68	\$5,282	112.42	\$4,698
Employed 4th Qtr After Exit	86.00	110.26	78.00	86.40	106.67	77.00	95.06	82.00	101.23	81.00
Credential Attainment Rate	82.90	96.06	86.30	79.80	94.89	80.30	95.48	81.50	96.91	84.10
Measurable Skill Gains	69.20	141.22	49.00	55.70	85.69	50.70	78.00	52.60	80.92	65.00
Wagner Peyser:										
Employed 2nd Qtr After Exit	59.60	91.69	65.00	60.90	96.36	60.20	95.25	65.60	103.80	63.20
Median Wage 2nd Quarter After Exit	\$6,686	133.72	\$5,000	\$6,839.00	104.97	\$6,808.00	104.50	\$7,421	113.91	\$6,515
Employed 4th Qtr After Exit	60.40	94.08	64.20	63.60	100.63	61.40	97.15	66.40	105.06	63.20

Not Met (less than 90% of negotiated)
Met (90-100% of negotiated)
Exceeded (greater than 100% of negotiated)