

**CareerSource Pinellas
Workforce Solutions Committee Minutes**

Date: June 22, 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 2:33pm.

Members in Attendance
Mark Hunt (In person), Dr. Rebecca Sarlo (Zoom), Belinthia Berry (Zoom), Candida Duff (Zoom), Elizabeth Siplin (Zoom), Ivonne Alvarez (Zoom), Jenee Skipper (In person), Esther Matthews (Zoom), Shawn McDonnell (Zoom)

Members not in Attendance
Angel Barton, Denise Sanderson, Glenn Willocks, Kevin Knutson, Michael Jalazo, Bart Diebold

Staff
Steven Meier (In person), Jay Burkey (Zoom), Mary jo Schmick (In person), Caroline Kenney (Zoom), Leah Geis (In person), Jason Druding (In person), Lysandra Montijo (In person), Frank Molloy (In person)

Guests
Diamante Sadlowski – Pinellas County Schools

ACTION ITEM 1 – Approval of Minutes
The minutes from the April 20, 2023, Workforce Solutions Committee meeting were presented for approval.

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

Motion:	Dr. Rebecca Sarlo
Second:	Ivonne Alvarez

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

ACTION ITEM 2 – Approval of Regional Targeted Occupations List (RTOL) with CSTB
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.

Discussion: None

Motion:	Dr. Rebecca Sarlo
Second:	Esther Matthews

The Workforce Solutions Committee motioned for approval to adopt the combined list as the 2023 - 2024 Regional Demand Occupation List for CareerSource Pinellas. The motion carried unanimously.

ACTION ITEM 3 – Approval of Merging Eligible Training Provider List with CSTB

CareerSource Pinellas will begin working with CareerSource Tampa Bay on regional approaches prior to the impending consolidation. The list included in the packet 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.

Discussion: None

Motion:	Belinthia Berry
Second:	Ivonne Alvarez

The Workforce Solutions Committee motioned for approval to adopt the combined Regional Eligible Training Provider List for CareerSource Pinellas. The motion carried unanimously.

ACTION ITEM 4 – Approval of PWE/OJT 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.

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.

RECOMMENDATION

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

Discussion: None

Motion:	Dr. Rebecca Sarlo
Second:	Jenee Skipper

The Workforce Solutions Committee motioned for approval of the change in CareerSource Policy to allow for PWE/OJT opportunities with employers located outside Pinellas County. The motion carried unanimously.

ACTION ITEM 5 – Approval of Training Provider Genuine Healthcare Institute

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

- Years in operation: 4 years in business, nearly 2 years in operation
- Total enrollments: 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.

Discussion: None

Motion:	Esther Matthews
Second:	Dr. Rebecca Sarlo

The Workforce Solutions Committee motioned for approval to add Genuine Healthcare as an eligible training provider. The motion carried unanimously.

ACTION ITEM 6 – Approval of Training Provider The EMS Training School, LLC dba School of EMS

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

RECOMMENDATION

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

Discussion: None

Motion:	Jenee Skipper
Second:	Esther Matthews

The Workforce Solutions Committee motioned for approval to add the School of EMS as an eligible training provider, pending successful site visit and CIE License. The motion carried unanimously.

INFORMATION ITEM 1 – Work-Based Learning Providers through 4.30.2023

The report was included in the packet.

INFORMATION ITEM 2 – Training Provider Spending Through 4.30.2023

The report was included in the packet.

INFORMATION ITEM 3 – Goals

The report was included in the packet.

INFORMATION ITEM 4 – Q3 WIOA Primary Indicators

The report 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, adjourned the meeting at 3:16pm.