

## **CareerSource Pinellas Workforce Solutions Committee Minutes**

**Date:** October 19, 2023, at 2:30pm  
**Location:** Hybrid – 13805 58<sup>th</sup> St. N. Room 1-455, Clearwater, FL 33760/Zoom

### **Call to Order**

The Chair Dr. Rebecca Sarlo called the meeting to order at 2:31pm.

### **Members in Attendance**

Dr. Rebecca Sarlo(In person), Mark Hunt (Zoom), Kevin Knutson (In person), Candida Duff (Zoom), Elizabeth Siplin (Zoom), Shawn McDonnell (Zoom), Jene Skipper (In person), Anthony Chan (In person), Benjamin Friedman (Zoom), David Hill (Zoom), Nikisha Lezama (Zoom)

### **Members not in Attendance**

Belinthia Berry, Michael Jalazo, Ivonne Alvarez, Bart Diebold, Glenn Willocks, Esther Matthews, Denise Sanderson, Eric McClendon

### **Staff**

Steven Meier (In person), Leah Geis (In person), Jason Druding (In person), Lysandra Montijo (In person), Michelle Moeller (In person); David Zirilli (In person)

### **ACTION ITEM 1 – Approval of Minutes**

The minutes from the August 17, 2023, Workforce Solutions Committee meeting were presented for approval.

### **RECOMMENDATION**

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

Motion:	Kevin Knutson
Second:	Jene Skipper

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

### **ACTION ITEM 2 – WIOA 23-04 Eligible Training Provider List Policy**

The Eligible Training Provider List (ETPL) policy is to provide training providers guidance on how training programs are approved for inclusion on the ETPL.

WIOA and the ETPL emphasis informed customer choice, job-drive training, provider performance and continuous improvement. In administering the eligible training provider process CareerSource Pinellas works to ensure that qualified providers offer a wide variety of training programs.

The CareerSource Pinellas ETPL policy has been updated in order to remain in line and consistent with the CareerSource Florida ETPL policy.

### **Highlighted Changes:**

- The ETPL will include performance information.
- For a program to be approved for the ETPL there must be verification that the program leads to a credential on the Master Credential List (MCL).
- For a program to be approved for the ETPL proof the curriculum was approved by the Florida Department of Education (DOE) must be submitted.
- Defines approval process for out of state providers.

## **RECOMMENDATION**

Approval of the WIOA 23-04 Eligible Training Program List Policy.

**Discussion:** None

Motion:	Jenee Skipper
Second:	Kevin Knutson

*The Workforce Solutions Committee motioned for approval of the WIOA 23-04 Eligible Training Program List Policy.  
The motion carried unanimously.*

## **INFORMATION ITEM 1 – PY’2023 – 2024 Workforce Solutions Committee Goals**

A copy of the goals was included in the packet for review.

## **INFORMATION ITEM 2 – Nonprofit Workforce Survey Results**

A summary of the Nonprofit Workforce survey results were included in the packet for review.

## **INFORMATION ITEM 3 – Performance Indicators**

The report was included in the packet.

## **INFORMATION ITEM 4 – Letter Grades**

The report was included in the packet.

## **INFORMATION ITEM 5 – Work-Based Learning Provider Spending through 8.31.2023**

The report was included in the packet.

## **INFORMATION ITEM 6 – Training Provider Spending through 8.31.2023**

The report was included in the packet.

## **INFORMATION ITEM 7 – Key Performance Results**

The report was included in the packet.

## **INFORMATION ITEM 8 – Training Provider Performance 3 year Q1**

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** – Chair, Dr. Rebecca Sarlo entertained a motion for adjournment. Jenee Skipper made a motion and Shawn McDonnell seconded that motion. The Chair, Dr. Rebecca Sarlo, adjourned the meeting at 3:27pm