

PROGRAM AND PLANNING COMMITTEE MEETING
Southwest Florida Workforce Development Board, Inc.
VIRTUAL AND IN-PERSON
January 12, 2022
2 p.m.

MINUTES

Members Present via ZOOM:

DeeLynn Bennett	Drummond Camel
Kim Hustad	Brent Kettler
Dr. Thomas Norman	

Members Absent:

Troy Collett	Dorin Oxender
John Talmage	

Guests/Interested Parties via ZOOM:

Staff Present:

Mary Anne Zurn, Staff Liaison – PRESENT Benita Richards – PRESENT

I. CALL TO ORDER

The meeting was called to order by Kim Hustad, at 2:10 p.m., via ZOOM and in-person. A verbal role call was taken, and quorum established. Brent Kettler, Chair, joined the meeting via Zoom at 2:30 p.m.

II. APPROVAL OF MINUTES

Deelynn Bennett made a **motion** to approve the December 18, 2021, minutes; Dr. Thomas Norman seconded, and the motion was unanimously approved by the Committee.

III. REQUEST TO ADD SCHOOL(S) TO ELIGIBLE TRAINING PROVIDER LIST (ETPL)

Kim Hustad began a discussion of the two schools emailed individually to the Committee, which we would discuss individually. First, Galen College of Nursing-Miami Campus (Pembroke Pines). This school offers an Associates Degree in Nursing: LPN to RN Bridge Option or Two-Year Program Option, and a Baccalaureate Degree in Nursing. This school offers 47% online for LPN-RN Bridge, 34% online for Associate Two-Year, and 39% online for Baccalaureate. This school is licensed with the Florida Department of Education (DOE)/Commission for Independent Education (CIE) and is on the ETPL where it is physically located, Local Workforce Development Board (LWDB) 22, CareerSource Broward.

Drummond Camel made a **motion** to make a recommendation to the Board of Directors to approve Galen College of Nursing-Miami Campus to the ETPL; DeeLynn Bennett seconded, and the motion was unanimously approved by the Committee.

Second, American Vocational Academy. The program offered is HVAC, 240 hours, \$6,889, 25% potential for online. The school is located on-site at TriCounty Air in North Venice. This school is licensed by DOE/CIE. This school has applied for LWDB 18, CareerSource Suncoast's ETPL.

Some concern was expressed regarding American Vocational Academy's application not yet approved by the Local Workforce Development Board (LWDB), where it is physically located. It was noted CareerSource Suncoast, LWDB-18, only processes school requests twice annually. Other concerns were the cost, number of hours and school being located at a business. Mary Anne explained schools are not disqualified based on costs. Our Career Development Representatives (CDRs) consider costs during the assessment with a potential student. Mary Anne stated, per Florida DOE's Curriculum Framework, a 250-hour HVAC program does link to the occupation Heating, Air Conditioning, and Refrigeration Mechanics and Installers, which is on our Regional Targeted Occupations List (RTOL). The Committee discussed waiting for approval by CareerSource Suncoast before considering locally. Mary Anne will review the school's location at a business, to determine if this presents any issues.

Dr. Tom Norman made a **motion** to await the approval by the Local Workforce Development Board (LWDB) where physically located, CareerSource Suncoast, prior to developing a recommendation to our Board of Directors. Drummond Camel seconded, and the motion was unanimously approved by the Committee.

DeeLynn Bennett abstained from vote.

IV. OPEN DISCUSSION

The motion regarding funding of online training, which was developed at a special meeting last month by this Committee, will be made to the Board of Directors today by Brent Kettler. Brent noted he would recommend a motion of approval from the Board regarding returning to the 50% online training threshold. Mary Anne will meet with Dr. Tom Norman and Dr. Rozalind Jester with Florida Southwestern State College to review a draft rubric or assessment tool to measure quality of online programs. The first draft will be circulated to Eligible Training Providers for comment, prior to our March meeting.

Mary Anne Zurn encouraged all Committee members to visit our website and vote for the Picture This As A Career Poster Contest. Kim requested Board staff email a flyer which could then be forward to others.

V. ADJOURNMENT

The meeting adjourned at 3:10 p.m.