

**Career Services Committee Meeting
CareerSource Southwest Florida
In-Person and Virtual
October 11, 2023
2pm**

Members Present:

Keitha Daniels-In Person
Brett Kettler
Jennifer Thayer-Virtual

Troy Collett-Virtual
Dr. Amy Teprovich-Virtual

Members Absent:

Drummond Camel
Cynthia Gulsby

Bill Diamond
Kim Hustad

Staff Present:

Mary Anne Zurn-Staff Liaison
Lyntoria Thomas

Edward Fritz

I. CALL TO ORDER

The meeting was called to order by Keitha Daniels at 2:00 p.m. Quorum was met. Keitha welcomed and thanked everyone for taking the time to attend the meeting.

II. PUBLIC COMMENT

None

III. APPROVAL OF JUNE 14, 2023 MEETING MINUTES

Keitha Daniels asked for a motion to approve the June 14, 2023 meeting minutes.

Dr. Amy Teprovich motioned for the minutes to be approved, Jennifer Thayer seconded. The minutes were approved, none opposed.

IV. ELIGIBLE TRAINING PROVIDER LIST (ETPL)

Mary Anne Zurn, Planning & Grants Director, explained that there is a new statewide process when adding providers to the Eligible Training Providers List. Mary Anne explained that the State of Florida will now be responsible for deciding which public and nonpublic schools make the list. Schools may not be required to be brought before our Board of Directors for approval and the Career Services Committee may not be involved as they were before. Mary Anne explained that she had not received the official change yet and was informed to continue to conduct business as usual until informed otherwise.

Keitha Daniels asked for a motion to make a recommendation to the Board of Directors to approve adding Gulfside Medical Training Institute to the Eligible Training Providers List.

Dr. Amy Teprovich motioned for the Career Services Committee to make a recommendation to the

Board of Directors to add Gulfside Medical Training Institute to the Eligible Training Provider List, Jennifer Thayer seconded. Members approved, none opposed.

V. REPORTS

Barbara Short, Program Manager for CareerSource Southwest Florida, gave a review of the 18 performance indicators that were presented to the Board at their last meeting.

Barbara Short also reviewed the findings, observations, recommendations, and corrective measures from the Taylor Hall Miller Parker (THMP), PA Monitoring Report. THMP provides internal fiscal and programmatic monitoring services for us.

Peg Elmore, President and CEO for CareerSource Southwest Florida gave a praise report, informing the committee that Region 24 CareerSource Southwest Florida has gone from a B+ to an A+ in the Florida Commerce letter grade report over the last 2022-2023 year.

VI. COMMITTEE ACTIVITIES

Mary Anne Zurn explained we will be going out for bid for One-Stop Operator in December 2023 and would like the Career Services Committee members to serve as the review panel. Keitha Daniels believes it would be a very good idea for the committee to be the review panel for the request of proposals for the One-Stop Operator. Committee members reviewed the draft procurement timetable and agreed on the February 14, 2024 date for the in-person review panel meeting.

VII. OPEN DISCUSSION

None

VIII. ADJOURNMENT

The meeting adjourned at 2:47p.m.