

## **Career Services Committee Meeting**

February 12, 2025 2:00pm

<u>Join the meeting now</u>

Meeting ID: 289 349 681 40

Passcode: 25zx2AX2

<u>Agenda</u>

**Public Comment** 

Welcome & Introductions

Meeting Minutes
Approval

Eligible Training
Provider List

Strategic Plan Update

**Open Forum** 

**Upcoming Meetings** 

**Adjournment** 

- I. Call to Order
- II. Public Comment
- III. Welcome & Introductions
- IV. Approval of December 11, 2024 Meeting Minutes
  - V. Eligible Training Provider List
    - VI. Strategic Plan Update

VII. Open Forum

**VIII. Upcoming Meetings** 

IX. Adjournment

## Public Comment...

## Welcome & Introductions...

### CareerSource Southwest Florida Career Services Committee Meeting December 11, 2024 2pm

#### Members Present

Keitha Daniels-Chair Drummond Camel Bill Diamond-Virtual Troy Virgil James Collett

#### Members Absent

Cynthia Gulsby Jennifer Thayer

#### Staff Present

Peg Elmore Rebecca Sandholdt Ed Fritz Lyntoria Thomas Thais Kuoman Mary Anne Zurn

### I. CALL TO ORDER-WELCOME AND INTRODUCTIONS

The meeting was called to order by Chair Keitha Daniels at 2:00 p.m. Keitha welcomed everyone and Lyntoria Thomas, Administrative Services Assistant confirmed quorum was met. Keitha explained Mary Anne Zurn will be retiring, and today's meeting would be her last meeting. Keitha explained there will be a change in committee leadership. Thais Kuoman, Senior Program Manager with CareerSource Southwest Florida introduced herself as the new staff liaison.

### II. PUBLIC COMMENT- None

### III. APPROVAL OF AUGUST 14, 2024 MEETING MINUTES

Drummond Camel made a motion to approve the August 14, 2024 meeting minutes; Bill Diamond seconded; the motion was unanimously approved.

### IV. REVISED COMMITTEE RESPONSIBILITIES

Thais Kuoman explained the committee responsibilities will be more defined at the February meeting. One of the major changes that will be happening is the Regional Demand Occupational List (RDOL) will become the responsibility of the Business & Economic Development Committee. They will be taking on the responsibility of looking at the workforce structure, seeing what occupations need to be added to or removed from our area, and collecting the required documentation from the businesses that will be hiring.

### V. STRATEGIC PLAN OBJECTIVES

Thais Kuoman gave an overview of the draft strategic plan and explained the Career Services Committee will first focus on two of the strategic plan objectives. The committee had a deeply detailed discussion and reached consensus to report to the Board of Directors:

- 1. Increase X% of community organizations who refer individuals to us for employment and training services.
- 2. Increase enrollments X% for individuals with disabilities and ex-offenders.

### VI. ELIGIBLE TRAINING PROVIDER LIST (ETPL)- Tabled until February 2025

### VII. OPEN FORUM-UPCOMING EVENTS & MEETINGS

Executive Committee- December 11, 2024 at 330pm.

Board of Directors- January 8, 2025 at 3pm.

Career Services Committee- February 12, 2025 at 2pm.

Youth Committee- February 19, 2025 at 10am

Executive Committee- February 26, 2025 at 330pm

**VIII. ADJOURNMENT-** The meeting adjourned at 3:16pm.

## **Eligible Training Provider List (ETPL)**

Per CareerSource Florida (CSF) Policy 090 ETPL Requirements:

- LWDBs must select approved training providers from the state ETPL
- LWDBs may add additional requirements for training providers that supplement the criteria and information requirement set by the state policy.
- LWDBs that <u>do not</u> establish additional requirements through local policy must include all state Eligible Training Provider (ETPs) on its local ETPL.

\*LWDBs: Local Workforce Development Board(s)

## **Career Service Committee input and recommendations:**

- Adoption of the state ETPL or,
- Maintain a local ETPL with defined criteria
- Prepare recommendation for the Board of Directors

## **Strategic Plan Update**

 Objective 1 – Increase awareness of CSSWF's capabilities, opportunities, and services.

• Objective 2 – Engage individuals with barriers.

 Objective 3 – Diversify delivery of services for all internal and external stakeholders.

# Objective 1 Increase awareness of CSSWF's capabilities, opportunities and services.

## **Key Results**

C. X% of community organizations who refer individuals to us for employment and training services

In 2023, we received 933 referrals from 17 organizations YTD 2024, we have received 843 referrals from 20 organization

What is X?

## Objective 2 Engage individuals with barriers

## **Key Results**

A. Enrollment of individuals with barriers to employment increase by X%.

What is X?

# Objective 2 Engage individuals with barriers (Career Services Committee)

## **Key Results**

B. Each program year, identify two barriers to target to increase enrollment by X%

Recommendation for Program Year (PY) 25-26: Individuals with Disabilities and Ex-Offenders

What is X%



Unique Participants 2022

Unique Participants 2024

3102

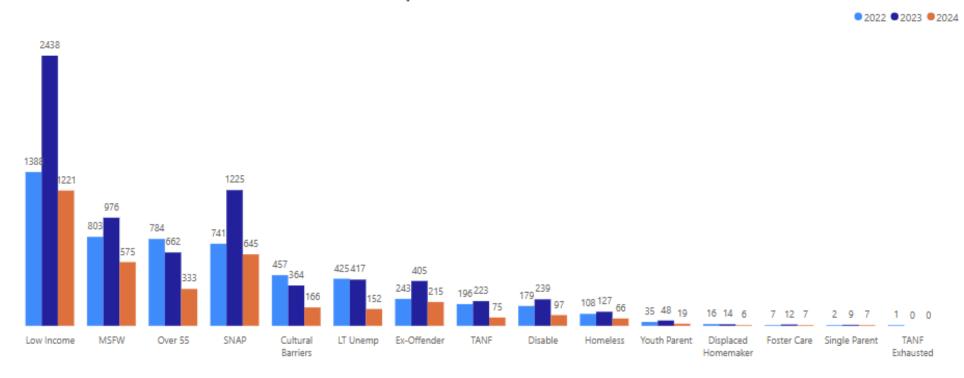
3795

Unique Participants

2023

1972

### Participants with Barriers



# Objective 3 Diversify delivery of services for all internal and external stakeholders

## **Key Results**

- A. Increase virtual options to external stakeholders annually
- B. Increase physical access points through partnerships annually
- C. Increase virtual interactions of stakeholders (cannot be measured without significant staff data entry)



**Referrals - Contact Us** 

Total Referrals 2023

Total Referrals 2024

Number of Partners 2023

Number of Partners 2024

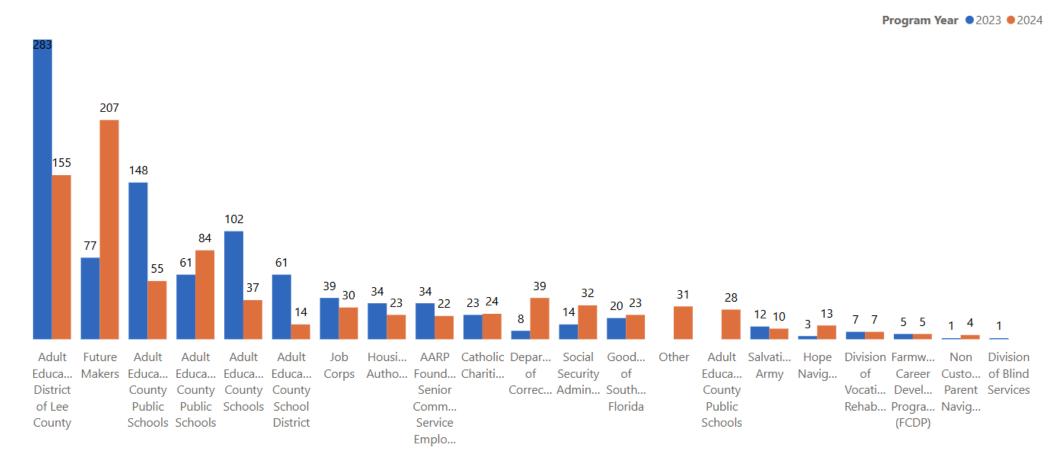
933

843

19

20

### Distribution of Referrals



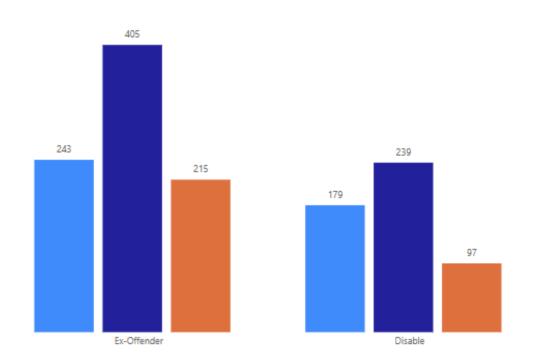


### **Total Unique Participants**

2022 2023 2024

318 481 235

### Participants with Barriers



■2022 ■2023 ■2024

## Open Forum...

## **Upcoming Meetings...**

**Education & Industry Consortium... February 13, 2025 9:00am** 

Youth Committee... February 19, 2025 1:30pm

**Executive Committee... February 26, 2025 3:30pm** 

Board of Directors... March 12, 2025 3:00pm

# Adjourned...