



Board of Directors Meeting

Thursday, June 23, 2022 - 8:00 a.m. to 9:30 a.m.

Location: 3660 N. Washington Blvd, Sarasota, FL

This is an in-person meeting with virtual or call-in capabilities

[Join Microsoft Teams Meeting](#)

1-786-600-3104 Conference ID: 50845181#

AGENDA

Call to Order / Introductions – Eric Troyer, Partner, Kerkering Barberio

Action Items – Eric Troyer, Chair

- Approval of May 26, 2022 Board Meeting Minutes
- Approval of PY 2022-2023 Budget - Robin Dawson
- Approval of PY 2022-2023 Schedule of Operations - Robin Dawson
- Approval of Related Party Agreements – Christina Witt
 - Boys and Girls club of Manatee County
 - Sarasota County School Board
 - Teak Decking
 - Manatee County Chamber of Commerce
 - Bradenton Area Economic Development Corporation
 - Sarasota Chamber of Commerce
- Approval of Eligible Training Providers List - James Disbro
- Approval of Slate of Officer Nominations - Jim Bos

Other Board Business

- One-Stop Operator Annual Report - Dr. Ron Natale

Staff Reports

- Kathy Bouchard
- Robin Dawson
- Anthony Gagliano
- Josh Matlock

Public Comments/Closing Remarks – Eric Troyer, Chair; Partner, Kerkering Barberio

Adjournment

Next Board of Directors Meeting is August 25, 2022

Location 3660 N. Washington Blvd, Sarasota, FL

*Members shall disclose any voting conflict as required under Florida Statute 112.2143 and abstain from discussion or voting on any business that would inure to his or her special private gain or loss.

Revised 06/21/2022



ACTION ITEMS

**CAREERSOURCE SUNCOAST
BOARD MEETING MINUTES**

Virtual TEAMS Meeting and in person at
3660 N. Washington Blvd., Sarasota, FL 34234
Thursday May 26, 2022
8:00 A.M.

Call to Order

Eric Troyer, Chair, called the meeting to order at 8:02 a.m., roll call was performed and a quorum was established.

Chair Troyer introduced new board member Pranav Mayor. Mr. Mayor is a STAR student and attends a local high school. Roscelyn Guenther gave a bio on Pranav and his involvement with the Boys and Girls Club of Sarasota and DeSoto Counties. Chair Troyer welcomed Lisa Eding on her re-appointment since joining Teakdecking Systems.

Action Items – Eric Troyer, Chair, Partner, Kerkering Barberio & Co.

Approval of March 24, 2022 Board Meeting Minutes

Eric Troyer, Chair, asked for a motion to approve the March 24, 2022 meeting minutes.

Motion: Lisa Eding **Second:** Ron DiPillo

Eric Troyer, Chair, called for a vote; the motion passed unanimously.

Approval of Sarasota County Voluntary Interim Placement-Enhanced Recovery (VIP-ER) Resolution

CareerSource Suncoast VP/COO Anthony Gagliano reported on the VIP-ER program, where we will work with several other agencies for job placement of individuals in recovery from substance abuse.

A motion was made to approve the attached resolution that allows us to enter into an agreement with Sarasota County Government for the VI-PER program.

Motion: Lisa Eding **Second:** David Kraft

Eric Troyer, Chair, called for a vote; the motion passed.

Approval Program Budget Mod #2 for Year 21/22

CareerSource Suncoast VP/Chief Financial and Administrative Officer Robin Dawson presented budget mod #2 that requests a transfer \$24,200 from the salary and fringe benefit line item to add \$7,200 to the accounting line item and \$17,000 to the travel & meetings line item.

A motion was made to approve budget modification #2 for PY 21-22

Motion: Lisa Eding **Second:** David Kraft

Eric Troyer, Chair, called for a vote; the motion passed.

2. A motion for the Board of Directors to approve the Related Party agreements for PY 2022/2023 with **Manatee County School Board-Manatee Technical College** for a maximum of \$150,000.

Motion: Lisa Eding **Second:** Ashley Brown **Abstain:** Doug Wagner, Jamie Kahns
Peter Hayes

Eric Troyer, Chair, called for a vote; the motion passed unanimously.

3. A motion for the Board of Directors to approve the Related Party agreements for PY 2022/2023 with **State College of Florida** for a maximum of \$175,000.

Motion: Lisa Eding **Second:** David Kraft **Abstain:** Terri Clark, Peter Hayes

Eric Troyer, Chair, called for a vote; the motion passed unanimously.

4. A motion for the Board of Directors to approve the Related Party agreements for PY 2021/2022 at a maximum of \$9,995 and PY 2022/2023 at a maximum of \$25,000 with the **Boys and Girls Clubs of Manatee County**.

Motion: Dr. Tim Novak **Second:** Lisa Eding **Abstain:** Roscelyn Guenther, Jamie Kahns

Eric Troyer, Chair, called for a vote; the motion passed unanimously.

5. A motion for the Board of Directors to approve the Related Party agreements for PY 2021/2022 at a maximum of \$9,995 and PY 2022/2023 at a maximum of \$25,000 with the **Boys and Girls Clubs of Sarasota County**.

Motion: Ron DiPillo **Second:** Lisa Eding **Abstain:** Roscelyn Guenther, Jamie Kahns

Eric Troyer, Chair, called for a vote; the motion passed unanimously.

6. A motion for the Board of Directors to approve the Related Party agreements for PY 2021/2022 at a maximum of \$9,995 and PY 2022/2023 at a maximum of \$25,000 with the **Sarasota County Housing Authority**.

Motion: Peter Hayes **Second:** Rick Mosholder **Abstain:** Ken Waters

Eric Troyer, Chair, called for a vote; the motion passed unanimously.

7. A motion for the Board of Directors to approve the Related Party agreement for PY 2022/2023 with the **Manatee Chamber Foundation** for a maximum of \$20,000.

Motion: Ron DiPillo **Second:** Dr. Tim Novak **Abstain:** Jacki Dezelski, Jamie Kahns,
Peter Hayes, Doug Wagner

Eric Troyer, Chair, called for a vote; the motion passed unanimously.

8. A motion for the Board of Directors to approve the Related Party agreement for PY 2022/2023 with the **Bradenton Area Economic Development Corp.** for a maximum of \$20,000.

Motion: Lisa Eding **Second:** David Kraft **Abstain:** Jamie Kahns, Peter Hayes, Dr. Tim
Novak, Jacki Dezelski, Doug Wagner

Eric Troyer, Chair, called for a vote; the motion passed unanimously.

OTHER BOARD BUSINESS

Chair Troyer announced the resignation of Mr. Rick Mosholder. Mr. Mosholder has been on the board since 2015. Mr. Troyer thanked him for his expertise and commitment to CareerSource Suncoast.

COMMITTEE REPORTS

Mrs. Dawson reported that the Finance and Performance Committee met on May 4, 2022 and reviewed the budget mod #2 for PY 21-22. The Budget to Expenditure Report for period ending March 31, 2022 was reviewed and discussed. The overall burn rate for the period was 68%. Expenditure requirements were presented with the following information.

- Admin expenditure rate – 8.62%; maximum allowed 10%
- Individual training accounts (ITA) – 34.25%; minimum requirement 30%
- Youth paid internships – 22.22% minimum requirement 20%
- Youth out of school expenditures – 98.17% minimum requirement 75%

DEO Financial & Programmatic Monitoring for PY 21-22 – DEO has completed the financial portion and we are waiting for them finalize the programmatic portion and issue a report. We will share the report with board as soon as we have received the report.

STAFF REPORTS

Mrs. Dawson reminded board members that FL Commission on Ethics - Form 1 will be emailed from soon and each member is required to submit prior to July 1st of each year. Ms. Dawson also presented the funding allocations for PY 22-23 for our region. These allocations are based on unemployment rates in our area.

Kathy Bouchard reported on the current increase of our medical renewal, the increase started at 47% but with negotiations we are now at 37%. We will be presenting options to staff on changes to the plans. Our benefit rate is estimated at 36.2% for PY 22-23.

Mr. Gagliano reported our IT program under Director Chet Filanowski has made our application process for our summer youth program entirely electronic. This process will save a lot of time (and paper) in getting clients in to have to sign all documents. He reported on the status of several grants in process and some we are working on. We have the Commercial Driving License program from FleetForce on campus at SCF in place as there is a lot of demand for this occupation. We have expended \$159,000 so far in scholarships for 25 individuals in this program.

We have a second chance job fair on June 15th. The 6th annual State of Talent Conference was yesterday, May 25, 2022 and was well attended.

Christina Witt reported on the youth program. Our goal was to assist 60 youths in the summer employment program, and we will exceed our goal with 70 eligible youths interested in the program. We had a job fair in Sarasota and every student left with a job offer. Another job fair for youth will be in Bradenton next week and we also expect them all to leave with a job offer.

CareerSource Suncoast President and CEO Josh Matlock reported on the REACH Act, which includes a letter grade for each board on performance. The draft proposal had four (4) areas of performance and each has a weighted percentage: Employer Services 20%; Training Services 25%; Business services 30% broken down into several categories; and Economic Self Sufficiency 25%.

Mr. Matlock also discussed the possibility of combining regions. We should learn more at next month's CareerSource Florida meetings. Mr. Matlock informed the board of Tracey Barta's retirement, so this will be her last board meeting.

PUBLIC COMMENTS: There were no public comments.

Next Meeting and Adjournment

Chair Troyer informed the Board that the next Board meeting will be on June 23, 2022. The meeting adjourned at 9:17 a.m.

Respectfully submitted,


Joshua Matlock (Jun 3, 2022 15:56 EDT)

Josh Matlock
President, CEO

CAREERSOURCE SUNCOAST - BOARD MEETING ATTENDANCE

Absent Present	Board Member
A	Jim Bos, President, MBJ Group
P	Ashley Brown, President, Women’s Resource Center
P	Christy Cardillo, CPA Tax Manager/Partner, Carr, Riggs & Ingram, LLC.
P	Terri Clark, Dean of Lifelong Learning, State College of Florida
A	Christine Clyne, HR Director, Lifestar Living LLC
P	Jackie Dezelski, President, Manatee Chamber of Commerce
P	Ron DiPillo, Executive Director, Sarasota County Schools
P	Lisa Eding, Teakdecking Systems
P	Luis Font, LIUNA, Laborers International Union
P	Roscelyn Guenther, Boys & Girls Club of Sarasota County
P	Peter Hayes, President, Tandem Construction
A	Sharon Hillstrom, President/CEO, Bradenton Area Economic Development Corporation
P	William Zack Holland, Local 123 Plumbers and Pipefitters Union
P	Jamie Kahns, Marketing Manager, Bank of America
P	Heather Kasten, President, Sarasota Chamber of Commerce
P	Pranav Mayor
P	David Kraft, Founder, Vision Consulting Group
P	Rick Mosholder, Director, Human Resources, Hoveround
P	Tim Novak, Dean, LECOM
P	Ericka Randall, Supervisor, Vocational Rehabilitation
A	Walter Spikes, Realtor, Bright Realty
P	Eric Troyer, CPA/Partner, Kerkering Barberio & Company
P	Doug Wagner, Deputy Superintendent, Manatee County School Board
P	Ken Waters, VP, Residential Services, Sarasota Housing Authority
	Staff Present; Josh Matlock, Robin Dawson, Kathy Bouchard, Anthony Gagliano, James Disbro, Tracey Barta, Karima Habity, Linda Benedict, Michael Meerman, Christina Witt, Cody Soler, Jaden Bone, Diane Seavers
A	Commissioner George Kruse
P	Commissioner Christian Zeigler

24 Board Members – 20 present at this meeting, 4 absent,



▶ PROGRAM BUDGET 2022 – 2023

JULY 1, 2022 - June 30, 2023

Serving Manatee Sarasota Counties, Region 18
1112 Manatee Ave East | Bradenton, FL 34208
Phone: (941) 358-4200
careersourcesuncoast.com

**CareerSource Suncoast
Budget for Program Year 2022-2023**

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Eric Troyer
Chairman

Walter Spikes
Treasurer

Joshua Matlock
President & CEO

June 15, 2022

CareerSource Suncoast Board of Directors-


We are pleased to present the CareerSource Suncoast Budget for Program Year 2022-2023. New funds available are \$6.6 million, reduced \$1.6 million from last year. The reduction is a continued decline in annual formula funds consistent with the counter-cyclical nature of our funding. The growing local economy is measured by employment statistics and reduces our share of funds compared to other areas experiencing less economic success. Presently, the regional unemployment rate is dipping to a remarkably low 2.1% as of April, 2022.

Despite the strong post-pandemic recovery, retirements, resignations, tight labor market, hybrid and remote work, and rising costs represent some of many head winds businesses must navigate to remain competitive. In the new program year we are focusing on employers by developing opportunities for them to invest in their recruiting, training, and retention capabilities. Examples include pre-apprenticeship and apprenticeship expansion, as well as developing and strengthening systematic linkages between employers and secondary and post-secondary institutions. With fewer experienced skilled adults available in the labor market, creating systems to better develop and link young adults and other non-traditional labor sources with employers is crucial for the competitiveness of our regional businesses.

To ensure our own market competitiveness we are investing in our staff by raising wages to address a rising cost of living, maintaining our attractive benefits structure with only minor adjustments, and continuing our commitment to providing opportunities for professional development and upward mobility.

On behalf of the staff, I want to express sincere thanks for the ongoing support and hard work of our Board Members. We look forward to another successful year.

Sincerely,


Joshua Matlock (Jun 15, 2022 17:18 EDT)

Joshua Matlock
CEO/President

CareerSource Suncoast Program Year 2022-2023 Budget Narrative

The Board CFAO and staff have prepared the budget for CareerSource Suncoast. This narrative will be divided into sections describing our various programs, as follows:

Temporary Assistance for Needy Families (TANF)

The Temporary Assistance for Needy Families (TANF), provides services to recipients of temporary assistance, their children and families, and to low-income persons in danger of entering welfare dependency. The goal of this program is to assist these persons in obtaining employment, leading to self-sufficiency. Clients require intensive services prior to obtaining viable employment as well as transitional assistance to assure job retention and the achievement of self-sufficiency.

Workforce Innovation and Opportunity Act (WIOA)

The Workforce Innovation and Opportunity Act (WIOA) effective July 1, 2015 supersedes the Workforce Investment Act (WIA) of 1998. WIOA is designed to help job seekers access employment, education, training, and support services to succeed in the labor market and to match employers with the skilled workers they need to compete in the global economy. Three funding sources fall under WIOA – Adult, Dislocated Worker, and Youth. Career Services available in our Career Centers range from intake, assessment of skills, job search and placement assistance, and training services. Training, which is linked to job opportunities in our local area, may be provided through an individual training account (ITA), paid internship, or on-the-job training (OJT) to qualified customers who are not able to find employment. Florida Statutes states at least 50% of Adult and Dislocated Worker funds must be expended on ITAs. The law also allows for a regional workforce board to request a waiver from CareerSource Florida based on sliding scale due to reduced funding levels in WIOA, Wagner Peyser, and TANF. CSS will be under a 30% waiver vs the 50% requirement.

Requirements for youth funding specify a minimum of 75% of youth funds are to be used for out of school youth 16-24 years of age. A minimum of 20% of youth funds are to be used toward paid internship or on-the-job training.

CareerSource Suncoast has a full-service high-tech career center in Sarasota. Other locations staffed to serve are in Manatee County and South Sarasota County. These locations will provide a broad range of services to the citizens and businesses in Sarasota and Manatee Counties.

National Emergency Dislocated Worker-COVID-19

Released in May, 2020 during the COVID pandemic the dislocated worker funds will be focusing on assisting individuals unemployed due to COVID-19 layoffs with temporary employment, on the job training or individual training accounts for classroom scholarships. Funding has continued into this program year with a temporary end date of September 30, 2022, dependent on the need.

CareerSource Suncoast Program Year 2022-2023 Budget Narrative

National Emergency Dislocated Worker – Opioid Fostering Recovery

This will be year two of a 46-month grant which will continue to create and maintain local partnerships to develop strategies that foster recovery from opioid and addiction issues affecting the workforce. This will be further accomplished by providing training and career services to individuals affected by the opioid crisis, as well as individuals seeking employment in medical, mental health, and addiction-related fields. CSS will participate in local opioid/addiction task forces or other forms of community efforts. The grant will also provide technical assistance to human resource professionals on how to deal with issues related to addition in the workplace.

Department of Economic Opportunity (DEO) – Joint Managed Programs

Programs under DEO – Joint Managed Programs are for services delivered by DEO state staff assigned to our local career centers. The Florida Workforce Innovation Act of 2000 gave responsibility for DEO Programs to the local workforce boards.

1. Wagner-Peyser - The basic services provided under this program are employment workshops, referral and placement services to job seekers, reemployment services to unemployment compensation claimants, and recruitment services to employers with job vacancies.
2. Disabled Veterans' Outreach Program (DVOP) & Local Veterans' Employment Representative Program (LVER) – The DVOP & LVER Veterans' programs provide jobs and job training opportunities for veterans and disabled veterans. DVOP and LVER assist veterans through contacts with employers, promote and develop on-the-job training and apprenticeships and various other services applicable to provide maximum employment opportunities for veterans.

Reemployment Services and Eligibility Assessment (RESEA)

A grant from USDOL provides re-employment and eligibility assessments to unemployment compensation claimants. The purpose of the project is to determine the effectiveness of more intensive services (in-person re-employment eligibility assessments) in helping claimants find employment, thereby resulting in shorter claims durations and fewer erroneous payments.

Supplemental Nutrition Assistance Program – Employment and Training (SNAP)

SNAP recipients without dependents receive assistance from CareerSource Suncoast with employment and training services to enable them to become self-sufficient. Beginning January 1, 2016 the State of Florida returned to mandatory participation for SNAP recipients.

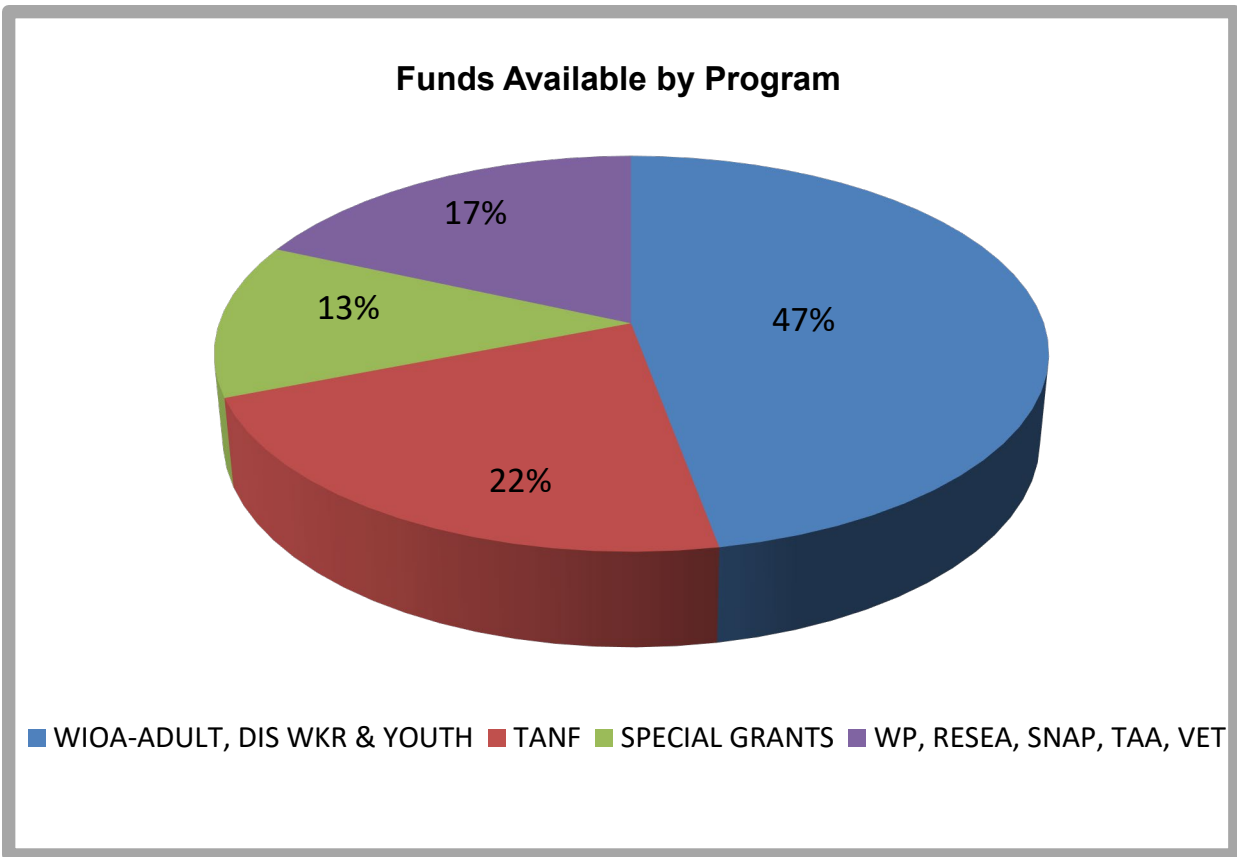
Trade Adjustment Assistance Program (TAA)

The program assists workers who have been laid off or whose jobs have been threatened because of foreign trade or competition. Trade-affected workers who are covered under a certified Trade Act Petition may be eligible to receive an array of services and benefits.

**CareerSource Suncoast
Funds Available by Program
Program Year 2022-2023**

PROGRAM	FUNDS AVAILABLE	% OF TOTAL
WIOA-ADULT, DIS WKR & YOUTH	\$3,110,470	47%
TANF	\$1,450,764	22%
SPECIAL GRANTS	\$832,366	13%
WP, RESEA, SNAP, TAA, VET	\$1,211,570	17%
TOTAL	\$6,605,170	100%

WIOA ALLOCATION BREAKDOWN	FUNDS AVAILABLE	% OF TOTAL
ADULT/DIS WKR	\$1,753,593	56%
YOUTH	\$1,356,877	44%
TOTAL	\$3,110,470	100%



**CareerSource Suncoast
Summary of Funds Available - All Programs
Program Year 2022-2023
July 1, 2022 - June 30, 2023**

Funding Streams	Funding Available PY 22-23	Reserve for PY 23-24	Funding Budgeted For PY 22-23
Temporary Assistance for Needy Families (TANF) exp 6/30/23	\$1,336,764	\$0	\$1,336,764
Temporary Assistance for Needy Families (TANF) exp 8/31/22	\$114,000	\$0	\$114,000
Total Temporary Assistance for Needy Families	\$1,450,764	\$0	\$1,450,764
WIOA-Adult & Dislocated Worker expires 6/30/2024	\$1,665,053	\$0	\$1,665,053
WIOA-Adult & Dislocated Worker Carry Fwd estimate expires 6/30/2023	\$88,540	\$0	\$88,540
Total WIOA Adult & Dislocated Worker	\$1,753,593	\$0	\$1,753,593
WIOA-Youth expires 6/30/2024	\$747,202	\$0	\$747,202
WIOA-Youth Carry Fwd estimate expires 6/30/2023	\$609,675	\$0	\$609,675
Total WIOA Youth	\$1,356,877	\$0	\$1,356,877
National Emergency Dislocated Worker COVID-19 expires 3/31/2023	\$372,099	\$0	\$372,099
National Emergency Dislocated Worker Opioid-3 Fostering Recovery expires 8/31/2024	\$460,267	\$206,128	\$254,139
Wagner Peyser (WP) expires 9/30/2023	\$536,146	\$0	\$536,146
Wagner Peyser (WP) Carry Fwd estimate expires 9/30/2022	\$150,580	\$0	\$150,580
Total Wagner Peyser	\$686,726	\$0	\$686,726
Veteran's Programs (DVOP & LVER) estimate	\$164,844	\$0	\$164,844
Reemployment Svcs & Eligibility Assess (RESEA) estimate	\$213,000	\$0	\$213,000
Supplemental Nutrition Assist Prog Employment & Training (SNAP) estimate	\$122,000	\$0	\$122,000
Trade Adjustment Assistance (TAA) Carry Fwd estimate	\$25,000	\$0	\$25,000
Total	\$6,605,170	\$206,128	\$6,399,042

**CareerSource Suncoast
Budget Comparison & Information
Program Year 2022-2023 to 2021-2022**

	Note Ref	PY 22-23 Budget	PY 21-22 Budget Mod #2	Expenditures PY 21-22*
Funding Available Less Reserves		\$6,399,042	\$7,538,107	
Personnel Costs:				
Salaries & Fringe Benefits	1	\$3,856,374	\$4,443,841	\$4,162,274
Staff Training & Education	2	35,000	\$62,000	\$48,122
Total Personnel Costs		\$3,891,374	\$4,505,841	\$4,210,396
Facility Costs	3	\$942,013	\$996,358	\$892,776
Office Furniture & Equipment	4	\$45,000	\$51,389	\$34,543
Operating Costs-Career Ctrs & Adm:				
Accounting/Audit	5	\$63,973	\$93,660	\$83,546
Consultants & Legal	6	40,000	45,000	\$36,490
General Insurance	7	57,624	56,470	\$55,996
Office Supplies & Expense	8	40,000	55,000	\$34,330
Travel & Meetings	9	55,000	67,000	\$58,690
Total Operating Costs		\$256,597	\$317,130	\$269,052
Program Services:				
Client Training & Support	10	\$1,090,060	\$1,340,389	\$1,099,514
Employer & Client Services	11	84,000	217,000	\$144,882
Outreach	12	90,000	110,000	\$97,366
Total Program Services		\$1,264,060	\$1,667,389	\$1,341,762
Totals		\$6,399,042	\$7,538,107	\$6,748,529

*Expenditures for June are estimated

CareerSource Suncoast
Notes to Comparative Budget Statement
Explaining Budget Line Items and Variances between Budget Years
For Program Years PY 2022-2023 & PY 2021-2022

Note 1 Salaries – Includes positions for Career Services and Board Administration with a 5% cost of living increase for CSS staff and the State of Florida approved a 5.3% increase for state merit staff.

	<u>PY 22-23</u>	<u>PY 21-22</u>
CSS F/T Positions	49	61
State Merit Positions*	10	10
<u>State OPS/PT Positions*</u>	0	1
Total CSS & State Positions	59	72

**State merit and OPS positions are not included in CSS budgeted salary/fringe benefit line item. They are paid through the State of Florida as employees of Department of Economic Opportunity (DEO). We provide supervision and oversight in our career centers for these employees.*

Fringe Benefits - Includes mandatory taxes: social security, medicare, unemployment compensation, and worker comp insurance. Medical benefits for employees are paid by CSS for a base health plan. Buy-up options will be available with employee contributions. Dental, life, and long-term disability benefits for employees are paid by CSS. A discretionary retirement contribution is paid for eligible employees at 7.5%. The average fringe benefit rate for PY 22-23 is 36.8%.

Note 2 Staff Training & Education – Training for staff to include on-site training, opportunities offered by Florida Department of Economic Opportunity, and outside sources to be determined.

Note 3 Facility costs are derived from rent, utilities, equipment maintenance, IT maintenance, IT communications, telephone lines, long distance charges, and building maintenance for 2 career centers and satellite offices.

Note 4 Equipment & Furniture - This line item is budgeted for replacement of equipment/furniture needs.

Note 5 Accounting/Audit – Fees for payroll processing services, 401k admin fees, and our maintenance renewal on our accounting software, along with costs for our independent CPA audit and IRS 990 return.

Note 6 Consultants & Legal – Includes costs for one stop operator and legal services.

Note 7 General Insurance - This covers insurance for directors & officers, general liability, pension bond, crime, property, electronic equipment, wind, and auto. Worker compensation is listed with fringe benefits.

Note 8 Office Expense and Supplies – This line item includes costs for dues and subscriptions, incidental expenses, office supplies (for staff and customers), and postage.

CareerSource Suncoast
Notes to Comparative Budget Statement
Explaining Budget Line Items and Variances between Budget Years
For Program Years PY 2022-2023 & 2021-2022

- Note 9 Travel & Meetings – Mileage reimbursement (\$0.445 per mile), overnight travel (per diem breakfast \$6, lunch \$11, and dinner \$19), hotel, incidentals, and meeting expenses are reported in this line item. Travel for Board and state employees are paid based on the state limits listed which are below federal allowances.
- Note 10 Client Training – Includes costs for Individual Training Accounts (ITAs) for tuition, books, fees, and supplies, along with on-the-job training (OJT), customized worker training (CWT), and youth paid internships. For training budgets by funding/program refer to Budget by Allocations (pg 9) in the packet.
- Adult & Dislocated Worker Funds are required to expend 50% on ITAs. CSS will continue with a reduced ITA percentage based on CareerSource Florida’s sliding scale policy issued when funding levels began decreasing. This budget will exceed the 30% ITA sliding scale rate requirement.
- The Youth budget will meet the minimum 75% requirement for out of school youth activities. The training budget for youth also includes an amount for paid internships and on-the-job training to exceed the 20% WIOA work experience requirement.
- Client Support – Support services are on an individual basis and need. Possible costs may include childcare, housing, and transportation costs.
- Note 11 Employer and Client Services – Employer and client assessment activities and career services.
- Note 12 Outreach – A variety of media is used for educating employers, job seekers, and community on the services offered at CSS. This line item includes \$40,000 in outreach services partnering with the Bradenton Area Economic Development Corporation and Economic Development Corporation of Sarasota County. Additional outreach services include \$40,000 to partner with College Access Networks in both counties.

**CareerSource Suncoast
Budget by Allocations
Program Year 2022 - 2023
July 1, 2022 - June 30, 2023**

	BUDGET	TANF	WIOA ADULT & DIS WKR	WIOA YOUTH	NEG COVID-19 DIS WKR	NEG OPIOID FOSTERING RECOVERY	WAGNER PEYSER	VETS	RESEA	SNAP	TAA
Funding Available Less Reserve	\$6,399,042	\$1,450,764	\$1,753,593	\$1,356,877	\$372,099	\$254,139	\$686,726	\$164,844	\$213,000	\$122,000	\$25,000
Personnel Costs:											
Salaries & Fringe Benefits	\$3,856,371	\$1,075,428	\$1,066,409	\$1,010,068	\$26,830	\$68,155	\$295,028	\$75,000	\$145,896	\$93,557	\$0
Staff Training & Education	35,000	0	34,543	0	0	120	0	0	337	0	0
Total Personnel Costs	\$3,891,371	\$1,075,428	\$1,100,952	\$1,010,068	\$26,830	\$68,275	\$295,028	\$75,000	\$146,233	\$93,557	\$0
Facility Costs	\$942,013	\$261,812	\$117,215	\$131,429	\$0	\$0	\$300,616	\$65,941	\$41,449	\$23,551	\$0
Office Furn & Equip	\$45,000	\$0	\$0	\$0	\$0	\$0	\$45,000	\$0	\$0	\$0	\$0
Operating Costs-Career Ctrs & Adm:											
Accounting/Audit	\$63,973	\$14,504	\$17,528	\$10,366	\$3,720	\$2,541	\$6,865	\$4,847	\$2,385	\$1,220	\$0
Consultants & Legal	40,000	9,069	14,873	6,482	0	0	4,293	3,030	1,491	763	0
General Insurance	57,624	13,064	15,786	9,338	3,351	2,289	6,184	4,366	2,149	1,099	0
Office Supplies & Expense	40,000	9,069	14,873	6,482	0	0	4,293	3,030	1,491	763	0
Travel & Meetings	55,000	12,469	15,067	8,912	3,198	2,184	5,902	4,167	2,051	1,049	0
Total Operating Costs	\$256,597	\$58,175	\$78,127	\$41,580	\$10,269	\$7,014	\$27,537	\$19,440	\$9,568	\$4,892	\$0
Program Services:											
Client Training & Support	\$1,090,060	\$0	\$401,210	\$150,000	\$335,000	\$178,850	\$0	\$0	\$0	\$0	\$25,000
Employer & Client Svcs	84,000	41,750	492	13,000	0	0	13,008	0	15,750	0	0
Outreach	90,000	13,600	55,600	10,800	0	0	5,537	4,463	0	0	0
Total Program Services	\$1,264,060	\$55,350	\$457,302	\$173,800	\$335,000	\$178,850	\$18,545	\$4,463	\$15,750	\$0	\$25,000
Totals	\$6,399,042	\$1,450,764	\$1,753,596	\$1,356,877	\$372,099	\$254,139	\$686,726	\$164,844	\$213,000	\$122,000	\$25,000

CareerSource Suncoast
Budget Allocated to Program & Administrative Costs
Program Year 2022-2023
July 1, 2022 Thru June 30, 2023

	Total	Program	Administrative
Funding Budgeted	\$6,399,042	\$5,770,672	\$628,370
Personnel Cost:			
Salaries & Fringe Benefits	\$3,856,371	\$3,348,519	\$507,852
Staff Training & Education	35,000	32,000	3,000
Total Personnel Costs	\$3,891,371	\$3,380,519	\$510,852
Facility Costs	\$942,013	\$931,468	\$10,545
Office Furniture & Equipment	\$45,000	\$42,000	\$3,000
Operating Costs Career Ctrs & Admin:			
Accounting/Audit	\$63,973	\$0	\$63,973
Consultants & Legal	40,000	35,000	5,000
General Insurance	57,624	48,624	9,000
Office Expense & Supplies	40,000	30,000	10,000
Travel & Meetings	55,000	39,000	16,000
Total Operating Costs	\$256,597	\$152,624	\$103,973
Program Services:			
Client Training & Support	\$1,090,060	\$1,090,060	\$0
Employer & Client Services	\$84,000	84,000	0
Outreach	\$90,000	90,000	0
Total Program Services	\$1,264,060	\$1,264,060	\$0
Total Budget	\$6,399,042	\$5,770,672	\$628,370
Percentage of Administrative Costs			9.82%

CAREERSOURCE SUNCOAST
Approval of CareerSource Suncoast Schedule of Operations PY 2022-2023
Board of Directors Action Item Request
June 23, 2022

Background Information:

An agreement has been entered into between CareerSource Suncoast (CSS) and Florida Department of Economic Opportunity (DEO) effective May 15, 2021 - May 15, 2024, as the Board is a subrecipient of federal funds. The agreement was executed by DEO on May 18, 2021. A provision in the agreement states CSS shall adopt a schedule of operations for the upcoming state fiscal year. The schedule shall include daily hours of operation of career centers and a holiday closure schedule which adopts either federal, state, or county holiday schedule. The schedule must be approved by the Board and posted on the Board's website. The holiday schedule listed below is following the two local county government closures.

Locations:

Bradenton Career Center

1112 Manatee Avenue East
 Bradenton, FL 34208
 Phone: (941) 358-4200
 Fax: (941) 315-2675

Sarasota Career Center

3660 North Washington Boulevard
 Sarasota, FL 34234
 Phone: (941) 358-4200
 Fax: (941) 315-2675

Hours of Operation

Monday - Friday
 8:30 a.m. - 5:00 p.m.

Career Center Holiday Closure Schedule for July 1, 2022 – June 30, 2023:

<u>Date</u>	<u>Day of Week</u>	<u>Holiday</u>
July 4	Monday	Independence Day
September 5	Monday	Labor Day
November 11	Friday	Veteran's Day
November 24	Thursday	Thanksgiving Day
November 25	Friday	Day After Thanksgiving
December 23	Friday	Christmas Eve
December 26	Monday	Christmas Day
January 2	Monday	New Year's Day
January 16	Monday	Martin Luther King, Jr. Day
February 20	Monday	President's Day
May 29	Monday	Memorial Day
June 19	Monday	Juneteenth

CAREERSOURCE SUNCOAST
Approval of CareerSource Suncoast Schedule of Operations PY 2022-2023
Board of Directors Action Item Request
June 23, 2022

Career Center Closure - Staff Development Training for July 1, 2022 – June 30, 2023:

Dates to be Determined

Fall 2022, Winter 2022, Spring 2023 & Summer 2023

Requested Action: A motion that the CSS Board approve the Schedule of Operations for CareerSource Suncoast locations during July 1, 2022 – June 30, 2023.

CAREERSOURCE SUNCOAST
Approval of Related Party Agreements
Board of Directors Action Item Request
June 23, 2022

Background Information:

CareerSource Suncoast and the Department of Economic Opportunity's grantee-sub-grantee agreement provides clear guidance and rules in regard to related party contracts. These rules ensure transparency and accountability, prevent impropriety or the appearance of impropriety in public business, and limit the possibility of the improper expenditure of state or federal funds. "Related Party" includes any: Board member; Board employee or staff; relative of any Board member, employee or staff; any organization represented by or employing a Board member, employee or staff; any organization, the board of directors of which a Board member or employee or staff holds a board position; or any vendor with which a Board member has a relationship.

Any member of the Board of Directors must abstain from discussion and voting if they meet the definition outlined above.

Related Party Agreements/Amounts:

The first two presented for approval are a modification to the previous month's approval for the worksite host agreements for Career Start Up paid work-experience. The approvals will allow for continuation of services for the Summer Career Start Up youth clients who are actively participating in the program. Based on the number of clients currently placed with the two organizations the \$25,000 requested was based on projections. The amount of funding needed was recalculated and the approval amounts have been adjusted accordingly.

- Sarasota County School District- \$8,000 maximum expenditures for PY2022-2023
- Boys and Girls Club of Manatee County- \$8,000 maximum expenditures for PY2022-2023

The below approvals are for potential expenditures to related party organizations for membership dues, sponsorships, and outreach for PY 2022-2023.

- Manatee Chamber of Commerce - \$5,100 maximum expenditures.
- Bradenton Area Economic Development Corporation - \$3,600 maximum expenditures.
- Sarasota Chamber of Commerce- \$3,600 maximum expenditures

The below approval is for potential expenditures to a related party employer for work-based training contracts for eligible clients.

- Teak Decking Systems- \$9,000 maximum expenditures.

Requested Action:

A motion for the Board of Directors to approve the Related Party agreements for PY2022-2023 with Sarasota County School Board with a maximum expenditure of \$8,000 for paid work-experience agreements.

A motion for the Board of Directors to approve the Related Party agreements for PY2022-2023 with a maximum expenditure of \$8,000 for paid work-experience agreements.

CAREERSOURCE SUNCOAST
Approval of Related Party Agreements
Board of Directors Action Item Request
June 23, 2022

A motion for the Board of Directors to approve the Related Party expenditures for PY 2022-2023 to Manatee Chamber of Commerce with a maximum expenditure of \$5,100 for membership dues, sponsorships, and outreach.

A motion for the Board of Directors to approve the Related Party expenditures for PY 2022-2023 to the Bradenton Area Economic Development Corporation with a maximum expenditure of \$3,600 for membership dues, sponsorships, and outreach.

A motion for the Board of Directors to approve the Related Party expenditures for PY 2022-2023 to Sarasota Chamber of Commerce with a maximum expenditure of \$3,600 for membership dues, sponsorships, and outreach.

A motion for the Board of Directors to approve the Related Party expenditures for PY 2022-2023 to Teak Decking Systems with a maximum expenditure of \$9,000 for work-based training agreements for eligible clients.

Respectfully submitted,
Christina Witt, Organizational Support Services Director

CAREERSOURCE SUNCOAST
Approval of PY 2022/23 Eligible Training Provider List
Board of Directors Action Item Request
June 23, 2022

Background Information:

As part of the Workforce Innovation and Opportunity Act (WIOA) implementation, CareerSource Florida's (CSF) Policy Number 90 (adopted March 1, 2016) provides guidelines for the development of Local Workforce Development Boards Eligible Training Provider Lists (ETPL). In addition, Florida's Reimagining Education and Career Help (REACH) Act (adopted July 1, 2021) outlines updated training provider minimum performance criteria.

WIOA emphasizes informed client choices, job-driven training, provider performance, and continuous improvement. The quality and selection of providers and training services programs is vital to achieving these core principles. CareerSource Suncoast's (CSS) Eligible Training Provider Lists (ETPL) and the related eligibility procedures ensure the accountability, quality and labor-market relevance of training services programs that receive funds through WIOA title I-B. The ETPL also allows a means for ensuring informed client choice for individuals eligible for training. CSS works to ensure that qualified providers, offering a wide variety of job-driven training programs are available. The final ETPL will be publicly available online through our website as individuals explore training options. The ETPL process further enhances collaboration between CSS and its stakeholders, resulting in a skilled workforce responsive to industry talent needs.

Training Providers eligible to apply for inclusion on the ETPL include:

- Institutions of higher education certified by the Commission for Independent Education (CIE) that provide a program that leads to a recognized postsecondary credential
- Apprenticeship programs registered under the National Apprenticeship Act (NAA)
- Other public or private providers that provide training, which may include community-based organizations (CBOs) and joint labor-management organizations certified by the CIE

Process:

CSS develops our ETPL as follows:

- Public Notice issued for Educational Training Providers to apply for inclusion on the ETPL.
- Reviews Training Providers submissions for appropriateness and accuracy assuring the training programs meet specific criteria which include but are not limited to:
 - The connections to the Local Targeted Occupations List (LTOL)
 - Completion rates of at least 60%
 - Minimum hourly wage at placement is \$16.50
- Provides a draft of the new ETPL to our LTOL & ETPL Review Committee for recommendation to the CSS Board of Directors for approval

Requested Action: A motion that the Board approve the Eligible Training Provider List for PY 2022/23.

CareerSource Suncoast (LWDB 18) DRAFT PY2022-2023 Eligible Training Provider List

Access Computer Training 1537 Dale Mabry Hwy, Suite 101 Lutz, FL 33548 (813) 326-2628 www.accesscomputertraining.com	PELL Eligible (Y/N)	Credential	SOC Code	CIP Code	Clock Hours	Total Program Cost	Graduation Rate	Placement Rate	Average Wage at Placement	Basic Skills Grade Level R / M / L
A+ Certification Prep (A+CERT)	N	Cert	15.1232	11.1006	84	\$ 5,500	100%	No Data	No Data	9/9/9
Business Application (BAPP)	N	Cert	43.1011	52.0401	156	\$ 5,000	93%	73%	\$18.00	9/9/9
Introduction to Bookkeeping	N	Cert	43.3031	52.0302	32	\$ 3,000	100%	63%	\$17.95	9/9/9
Microsoft Advanced Office-Administrative Serv Manager	N	Cert	43.1011	52.0201	24	\$ 2,500	100%	72%	\$18.00	9/9/9
Microsoft Excel (EXCELALL)	N	Cert	43.1011	52.0401	40	\$ 1,500	100%	71%	\$18.00	9/9/9
Microsoft Office Fundamentals (MSFUND)	N	Cert	43.1011	52.0401	124	\$ 1,500	100%	50%	\$16.80	9/9/9
Microsoft Office (MSALL)	N	Cert	43.1011	52.0401	124	\$ 3,500	100%	75%	\$21.00	9/9/9
Network+ Certification Prep (NET+CERT)	N	Cert	15.1231	11.0901	42	\$ 2,545	No Data	No Data	No Data	9/9/9
Security+ Certification Prep	N	Cert	15.1212	11.1003	42	\$ 2,545	No Data	No Data	No Data	9/9/9
American Vocational Academy 1080 Enterprise Ct. Suite D Nokomis, Fl. 34275 (941)281-2541 https://amvoacademy.com/										
Heating, Ventilation, and Air Conditioning Technician	N	Cert	49.9021	47.0201	240	\$ 5,895	100%	100%	\$ 19.00	9/10/9
Center for Technology Training 1300 N West Shore Blvd., Suite 235 Tampa, FL 33607 (813) 341-8594 www.cttschool.com										
Business Applications Specialist	N	Cert	15.1257	52.0401	90	\$ 4,995	100%	25%	\$ 19.43	9/9/9
Ethical Hacking and Forensics	N	Cert	15.1212	11.1003	39	\$ 5,990	75%	100%	\$ 51.72	9/9/9
Information Security Professional	N	Cert	15.1212	11.1003	24	\$ 4,495	100%	100%	\$ 51.72	9/9/9
Information Systems Security Professional (Security+)	N	Cert	15.1212	11.1003	32	\$ 4,495	78%	80%	\$ 51.72	9/9/9
MCDBA Microsoft Database Technologies	N	Cert	15.1245	11.0802	100	\$ 8,495	100%	50%	\$ 49.00	9/9/9
Microsoft Network Administration -MCSA-MNA	N	Cert	15.1244	11.1001	156	\$ 9,495	34%	100%	\$ 43.00	9/9/9
Microsoft Network Expert	N	Cert	15.1244	11.1001	130	\$ 8,495	No Data	No Data	No Data	9/9/9
Network and Computer Systems Administrator (CCNA)	N	Cert	15.1244	11.1001	33	\$ 3,995	70%	64%	\$ 43.00	9/9/9
Network Technician (Network+)	N	Cert	15.1244	11.0901	24	\$ 2,495	75%	67%	\$ 43.00	9/9/9
PC Repair Technician (A+ prep)	N	Cert	15.1232	11.1006	72	\$ 3,495	85%	75%	\$ 27.00	9/9/9
Web Design Professional	N	Cert	15.1257	11.0801	24	\$ 8,995	100%	80%	\$ 41.10	9/9/9
Webmaster Foundation	N	Cert	15.1257	11.0801	24	\$ 4,995	88%	86%	\$ 41.10	9/9/9

Notes:

> ITA = WIOA Individual Training Account/CSS Scholarship

> Other Third-Party Costs ITA = Required for training completion from a third party vendor (licensure, books, uniforms, tools, etc.)

> Basic Skills Grade Level R = Reading, M = Math, L = Language

Charlotte Technical Center - (CTC) 18150 Murdock Circle Port Charlotte, FL (941) 255-7000 www.yourcharlotteschools.net/ctc	PELL Eligible (Y/N)	Credential	SOC Code	CIP Code	Clock Hours	Total Program Cost	Graduation Rate	Placement Rate	Average Wage at Placement	Basic Skills Grade Level R / M / L
Air-Conditioning, Refrigeration & Heating Technology 1	Y	Cert	49.9021	15.0501	750	\$ 4,937	100%	100%	\$ 17.50	9/10/9
Dental Assisting Technology and Management - ATD	Y	Cert	31.9091	51.0601	1230	\$ 5,544	92%	75%	\$ 19.00	10/10/10
Practical Nursing	Y	Cert	29.2061	51.3901	1350	\$ 6,419	80%	68%	\$ 19.50	11/11/11
Computer Coach IT Training 5005 N. Hesperides St Tampa, FL 33614 (813) 947-0552 www.computercoach.com	PELL Eligible (Y/N)	Credential	SOC Code	CIP Code	Clock Hours	Total Program Cost	Graduation Rate	Placement Rate	Average Wage at Placement	Basic Skills Grade Level R / M / L
Business Office Specialist	N	Cert	43.3031	52.0302	96	\$ 5,000	92%	73%	\$ 18.50	9/9/9
Cloud Integration Specialist	N	Cert	15.1231	11.1003	96	\$ 7,500	100%	91%	\$ 41.50	9/9/9
Computer Support Technician	N	Cert	15.1151	11.0901	180	\$ 10,500	87%	73%	\$ 22.25	9/9/9
Cyber Security Specialist	N	Cert	15.1212	11.0901	200	\$ 13,000	100%	80%	\$ 25.03	9/9/9
Data Specialist	N	Cert	15.1141	11.0802	120	\$ 8,500	95%	72%	\$ 28.85	9/9/9
Front End Web Development	N	Cert	15.1257	11.1004	200	\$ 13,000	67%	75%	\$ 28.00	9/9/9
Full Stack Web Development	N	Cert	27.1024	11.0801	200	\$ 13,000	67%	75%	\$ 28.00	9/9/9
IT Network Administrator	N	Cert	15.1244	11.1001	120	\$ 10,500	100%	100%	\$ 22.00	9/9/9
IT Security Professional	N	Cert	15.1244	11.1001	120	\$ 10,500	100%	73%	\$ 25.00	9/9/9
Project Management Specialist	N	Cert	11.1021	52.0201	96	\$ 10,500	88%	100%	\$ 28.84	9/9/9
Service Management	N	Cert	15.1299	11.1005	96	\$ 10,500	100%	100%	\$ 28.84	9/9/9
Fleet Force Driving School 4950 Recker Hwy, Bldg 9 Winter Haven, FL 33880 (404) 788-6978 www.fleetforcetruckdrivingschool.com		Credential	SOC Code	CIP Code	Clock Hours	Total Program Cost	Graduation Rate	Placement Rate	Average Wage at Placement	Basic Skills Grade Level R / M / L
Class A CDL License Certification	N	Cert	53.3032	49.0205	160	\$ 7,260	93%	78%	\$25.00	9/9/9
Class B CDL License Certification	N	Cert	53.3032	49.0205	40	\$ 2,760	99%	87%	\$0.20	9/9/9

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Galen College of Nursing 11101 Roosevelt Blvd. N. St. Petersburg, FL 33716 (727) 722-9292 *Includes Sarasota and Pinellas County Locations www.galencollege.edu/	PELL Eligible (Y/N)	Credential	SOC Code	CIP Code	Clock Hours	Total Program Cost	Graduation Rate	Placement Rate	Average Wage at Placement	Basic Skills Grade Level R / M / L
Associate Degree in Nursing - LPN to RN Bridge	Y	AS/RN	29.1141	51.3801	99	\$ 38,710	71%	73%	\$ 31.51	11/11/11
Associate Degree in Nursing (AS) Two-Year Option	Y	AS/RN	29.1141	51.3801	107	\$ 50,330	61%	74%	\$ 28.35	11/11/11
Baccalaureate Degree in Nursing (BSN), Pre-licensure Opt	Y	RN	29.1141	51.3801	160	\$ 76,195	No Data	69%	\$ 28.04	11/11/11
Practical Nursing(PN) Diploma(Pinellas County Only)	Y	Cert	29.2061	51.3901	1440	\$ 22,601	54%	64%	\$ 21.86	11/11/11

Manatee Technical College (MTC) 6305 State Road 70 East Bradenton, FL 34203 (941) 751-7900 www.ManateeTech.edu	PELL Eligible (Y/N)	Credential	SOC Code	CIP Code	Clock Hours	Total Program Cost	Graduation Rate	Placement Rate	Average Wage at Placement	Basic Skills Grade Level R / M / L
Accounting Operations	Y	Cert	43.3031	52.0302	900	\$ 4,119	88%	100%	\$ 18.54	10/10/10
Advanced Manufacturing & Production Technology	Y	Cert	51.1011	52.0205	600	\$ 2,656	95%	94%	\$ 28.82	9/9/9
Applied Cybersecurity	Y	Cert	15.1212	11.0901	750	\$ 3,391	89%	75%	\$ 48.41	9/10/9
Automotive Collision Technology Technician	Y	Cert	49.3021	47.0603	1400	\$ 6,558	71%	71%	\$ 22.42	9/9/9
Automotive Services Technology	Y	Cert	49.3021	47.0604	1800	\$ 7,573	84%	78%	\$ 20.17	9/9/9
Automotive Services Technology 1	Y	Cert	49.3023	47.0604	1800	\$ 4,537	77%	38%	\$ 20.17	9/10/9
Baking and Pastry Arts	Y	Cert	35.1011	12.0501	600	\$ 3,868	90	74	\$ 24.79	9/9/9
Building Trades and Construction Design Technology	Y	Cert	49.9071	46.0415	900	\$ 6,580	100%	88%	\$ 17.93	9/9/9
Business Management and Analysis	Y	Cert	11.1021	52.0201	900	\$ 2,853	No Data	No Data	\$ 37.82	9/9/9
Computer-Aided Drawing and Modeling(CAD)	Y	Cert	17.3011	15.1302	600	\$ 4,323	No Data	No Data	\$ 23.43	9/10/9
CNC Production Specialist	Y	Cert	51.9161	48.0503	600	\$ 2,948	100%	100%	\$ 18.20	9/10/9
Computer Systems & Information Technology	Y	Cert	15.1212	11.0901	900	\$ 3,423	64%	80%	\$ 52.23	9/10/9
Dental Assisting Technology and Management	Y	Cert	31.9091	51.0601	1230	\$ 6,764	100%	80%	\$ 18.17	10/10/10
Diesel Systems Technician 1	Y	Cert	49.3031	47.0613	1200	\$ 4,400	No Data	No Data	\$ 23.24	9/9/9
Digital Design	Y	Cert	27.1024	11.0803	1200	\$ 5,493	83%	100%	\$ 23.51	9/9/9
Digital Photography Technology	Y	Cert	27.4021	50.0605	900	\$ 4,915	100%	100%	\$ 18.05	9/10/9
Digital Video Technology	Y	Cert	27.4011	10.0201	900	\$ 4,738	88%	100%	\$ 22.47	9/9/9
Electrician	Y	Cert	47.2111	46.0302	1500	\$ 6,822	73%	71%	\$ 22.96	9/9/9
Facial Specilaty	Y	Cert	39.5094	13.0408	220	\$ 1,346	100%	90%	\$ 24.37	10/10/10
Fire Fighter/Emergency Medical Technician Combo	Y	Cert	33.2011	43.0203	792	\$ 5,292	100%	90%	\$ 24.37	10/10/10
Fire Fighter	N	Cert	33.2011	43.0203	792	\$ 3,516	100%	100%	\$ 24.37	10/10/10
Global Logistics	Y	Cert	13.1081	52.0203	600	\$ 2,428	No Data	No Data	\$ 29.82	9/9/9

Manatee Technical College (MTC) Continued to Next Page

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- > Basic Skills Grade Level R = Reading, M = Math, L= Language

Manatee Technical College (MTC) 6305 State Road 70 East Bradenton, FL 34203 (941) 751-7900 www.ManateeTech.edu	PELL Eligible (Y/N)	Credential	SOC Code	CIP Code	Clock Hours	Total Program Cost	Graduation Rate	Placement Rate	Average Wage at Placement	Basic Skills Grade Level R / M / L
Heating Ventilation AC Ref - HVAC	Y	Cert	49.9021	15.0501	1350	\$ 4,397	97%	71%	\$ 22.57	9/10/9
Heating Ventilation AC Ref - HVAC/R1	Y	Cert	49.9021	15.0501	750	\$ 2,735	100%	80%	\$ 22.57	9/10/9
Industrial Technology	Y	Cert	17.3026	15.0612	1600	\$ 5,931	100%	100%	\$ 27.73	9/9/9
Machining Technologies	Y	Cert	51.4041	48.0503	1500	\$ 6,410	100%	100%	\$ 22.57	9/9/8
Marine Services Technology	Y	Cert	49.3051	47.0616	1350	\$ 6,208	71%	83%	\$ 22.78	9/9/9
Marketing, Management and Entrepreneurial Principles	Y	Cert	11.1021	52.1401	1110	\$ 1,985	No Data	No Data	\$ 37.82	9/9/9
Massage Therapy	Y	Cert	31.9011	51.3501	750	\$ 3,280	90%	100%	\$ 18.56	10/10/10
Medical Assisting	Y	Cert	31.9092	51.0801	1300	\$ 6,142	60%	75%	\$ 17.65	10/10/10
Pharmacy Technician	Y	Cert	29.2052	51.0805	1050	\$ 4,529	100%	100%	\$ 17.57	10/11/10
Phlebotomy	N	Cert	31.9097	51.1009	1080	\$ 1,295	100%	78%	\$ 17.48	9/9/9
Police & Law Enforcement Academy	Y	Cert	33.3051	43.0107	770	\$ 4,291	92%	97%	\$ 29.79	10/10/10
Practical Nursing	Y	Cert	29.2061	51.3901	1350	\$ 7,627	70%	95%	\$ 22.60	11/11/11
Professional Culinary Arts & Hospitality	Y	Cert	11.9051	12.0504	1200	\$ 7,414	75%	83%	\$ 28.88	9/9/9
Surgical Technology	Y	Cert	29.2055	51.0909	1330	\$ 6,522	67%	73%	\$ 22.60	11/10/11
Welding Technology	Y	Cert	51.4121	48.0508	1050	\$ 6,198	98%	88%	\$ 21.28	9/9/9
Welding Technology - Advanced	Y	Cert	51.4121	48.0508	750	\$ 4,379	83%	100%	\$ 21.28	9/9/9

Meridian College 7020 Professional Parkway East Sarasota, FL 34240 (941) 377-4880 www.meridian.edu	PELL Eligible (Y/N)	Credential	SOC Code	CIP Code	Clock Hours	Total Program Cost	Graduation Rate	Placement Rate	Average Wage at Placement	Basic Skills Grade Level R / M / L
Dental Assistant	Y	Cert	31.9091	51.0601	900.00	\$ 16,067	67%	90%	\$ 17.75	10/10/10
Medical Administration	Y	AS	43.6013	51.0714	1152	\$ 39,367	100%	100%	\$ 19.50	12/12/12
Medical Assistant	Y	Cert	31.9092	51.0801	660	\$ 19,167	72%	79%	\$ 17.00	10/10/10
Medical Assisting - Associate Degree	Y	AS	31.9092	51.0801	1236	\$ 38,367	83%	100%	\$ 18.75	12/12/12
Medical Insurance Billing & Coding	Y	Cert	43.6013	51.0714	576	\$ 20,267	71%	75%	\$ 17.00	10/10/10

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> Basic Skills Grade Level R = Reading, M = Math, L= Language

New Horizons Computer Learning Center 5402 W Laurel St. Tampa, FL 33607 (813) 387-3500 www.nhtampabay.com	PELL Eligible (Y/N)	Credential	SOC Code	CIP Code	Clock Hours	Total Program Cost	Graduation Rate	Placement Rate	Average Wage at Placement	Basic Skills Grade Level R / M / L
Cisco® Implemen - Admin Cisco® Solutions v1.0 (CCNA)	N	Cert	15.1244	11.1003	73	\$ 4,995	100%	100%	\$ 32.50	9/9/9
Cisco® Cybersecurity Oper Fundamentals v1.0 (CBROPS)	N	Cert	15.1244	11.1003	40	\$ 4,995	100%	100%	\$ 42.70	9/9/9
CompTIA A+	N	Cert	15.1231	11.0901	40	\$ 2,495	100%	90%	\$ 18.25	9/9/9
CompTIA Network +	N	Cert	15.1231	11.0901	36	\$ 2,495	100%	90%	\$ 18.20	9/9/9
CompTIA IT Fundamentals+ Certification ITF+	N	Cert	15.1231	11.1003	40	\$ 2,475	100%	98%	\$ 17.75	9/9/9
CompTIA Security +	N	Cert	15.1231	11.0901	36	\$ 2,495	98%	90%	\$ 25.50	9/9/9
ITIL® 4 Foundation	N	Cert	15.1231	11.1003	24	\$ 1,895	100%	91%	\$ 30.75	9/9/9
Project Management Professional (PMP)	N	Cert	11.3021	52.0205	36	\$ 3,895	100%	90%	\$ 47.25	9/9/9
Preparatory Program For Cyber Security IT Professional	N	Cert	15.1244	11.1003	36	\$ 12,495	100%	100%	\$ 21.25	9/9/9

Roadmaster Drivers School, Inc. 5025 Orient Road Tampa, FL 33610 (727) 342-6420 www.roadmaster.com	PELL Eligible (Y/N)	Credential	SOC Code	CIP Code	Clock Hours	Total Program Cost	Graduation Rate	Placement Rate	Average Wage at Placement	Basic Skills Grade Level R / M / L
Commercial Truck Driver Training	N	Cert	53.3032	49.0205	160	\$ 7,237	92%	88%	\$ 16.84	NA

State College of Florida (SCF) Manatee-Sarasota 5840 26th Street West Bradenton, FL 34207 (941) 752-5000 *Includes all Campus Locations in Manatee and Sarasota County www.scf.edu	PELL Eligible (Y/N)	Credential	SOC Code	CIP Code	Clock Hours	Total Program Cost	Graduation Rate	Placement Rate	Average Wage at Placement	Basic Skills Grade Level R / M / L
AWS Cloud Integration Specialist	N	Cert	15.1231	11.1002	96	\$ 1,250	No Data	No Data	\$ 40.00	9/9/9
Business Administration, Entrepreneurship 2043	Y	AS	11.2021	52.1401	60	\$ 9,523	75%		\$ 20.00	13/13/13
Business Administration, Management 1706	Y	BS	11.1021	52.0201	60	\$ 9,708	70%	80%	\$ 25.00	13/13/13
Business Administration, Management 2006	Y	AS	11.1021	52.0201	60	\$ 9,434	70%	70%	\$ 25.00	13/13/13
Business Administration, Marketing 2007	Y	AS	11.2021	52.1401	60	\$ 9,098	70%	70%	\$ 25.00	13/13/13
Computer Information Technology 2012	Y	AS	15.1211	11.0103	60	\$ 9,304	80%	75%	\$0.25	13/13/13
CompTIA A+	N	Cert	15.1211	11.0101	40	\$ 1,250	No Data	No Data	No Data	9/9/9
CompTIA ITF+ Fundamentals	N	Cert	15.1232	11.1006	40	\$ 1,250	No Data	No Data	\$ 23.00	9/9/9
CompTIA Cloud Essentials	N	Cert	15.1231	11.1002	40	\$ 1,250	No Data	No Data	No Data	9/9/9
CompTIA Security +	N	Cert	15.1212	11.1001	36	\$ 3,250	No Data	No Data	\$ 31.00	9/9/9
Construction Management Technology	Y	AS	11.9021	52.2001	60	\$ 8,934	80%	80%	\$ 35.00	13/13/13
Cyber Security Specialist Bootcamp	N	Cert	15.1212	11.1001	440	\$ 5,500	No Data	No Data	\$ 31.00	9/9/9
Dental Hygiene 2029	Y	AS	29.1292	51.0602	88	\$ 17,786	85%	100%	\$ 30.00	13/13/13
Drone Specialist	N	Cert	53.2012	36.0207	124	\$ 3,500	No Data	No Data	\$ 16.00	9/9/9
Front End Web Development	N	Cert	15.1257	11.1004	200	\$ 3,500	No Data	No Data	\$ 25.00	9/9/9
Full Stack Web Development	N	Cert	15.1256	11.1004	640	\$ 11,500	No Data	No Data	\$ 50.00	9/9/9
Graphic Design Technology 2033	Y	AS	27.1024	11.0803	60	\$ 9,484	80%	90%	\$ 20.00	9/9/9

State College of Florida (SCF) Manatee-Sarasota Continued to Next Page

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State College of Florida (SCF) Manatee-Sarasota 5840 26th Street West Bradenton, FL 34207 (941) 752-5000 *Includes all Campus Locations in Manatee and Sarasota County www.scf.edu	PELL Eligible (Y/N)	Credential	SOC Code	CIP Code	Clock Hours	Total Program Cost	Graduation Rate	Placement Rate	Average Wage at Placement	Basic Skills Grade Level R / M / L
Microsoft Office (MSALL)	N	Cert	15.1232	11.1006	124	\$ 1,250	No Data	No Data	\$ 17.00	9/9/9
Microsoft Power Platform Fundamentals	N	Cert	15.1232	11.1006	250	\$ 1,250	No Data	No Data	\$ 20.00	9/9/9
Network Systems Technology 2027	Y	AS	15.1244	11.1001	60	\$ 8,659	70%	60%	\$ 26.00	13/13/13
Nursing (Artic-to BS Degree)	Y	BS	29.1141	51.3801	72	\$ 12,127	87%	90%	\$ 32.00	13/13/13
Occupational Therapy Assistant	Y	AS	31.2011	51.0803	74	\$ 15,103	75%	70%	\$ 26.00	13/13/13
Paralegal/Legal Assisting	Y	AS	23.2011	22.0302	64	\$ 9,434	80%	60%	\$ 18.00	13/13/13
Physical Therapy Assistant	Y	AS	31.2021	51.0806	74	\$ 11,386	95%	95%	\$ 33.00	13/13/13
Python Data Specialist	N	Cert	15.1256	11.1004	250	\$ 3,250			\$ 25.00	9/9/9
Radiography 2023	Y	AS	29.2034	51.0907	77	\$ 12,106	80%	90%	\$ 28.00	13/13/13
Risk Management, Insurance Services 2046	Y	AS	41.3021	11.1021	60	\$ 9,214	60%	60%	\$ 25.00	13/13/13
Technology Project Manager 2047	Y	AS	15.1299	11.1005	60	\$ 9,862	80%	80%	\$ 25.00	13/13/13

Suncoast Technical College (STC) 4748 Beneva Road Sarasota, FL 34233 (941) 924-1365 www.suncoast.edu	PELL Eligible (Y/N)	Credential	SOC Code	CIP Code	Clock Hours	Total Program Cost	Graduation Rate	Placement Rate	Average Wage at Placement	Basic Skills Grade Level R / M / L
Accounting Operations	Y	Cert	43.3031	52.0302	800	\$ 4,684	80%	88%	\$ 21.31	10/10/10
Advanced Manufacturing & Production Technology	Y	Cert	51.1011	52.0205	600	\$ 1,922	100%	100%	\$ 20.25	9/9/9
Automotive Service Technology	Y	Cert	49.3023	47.0604	1800	\$ 9,833	78%	83%	\$ 17.82	9/10/9
Building Trades & Construction Design Technology	Y	Cert	49.9071	46.0401	150	\$ 6,932	33%	100%	\$ 17.96	9/9/9
Business Administration Management	Y	Cert	11.1021	52.0201	900	\$ 4,959	33%	100%	\$ 17.96	9/9/9
Computer-Aided Drawing and Modeling(CAD)	Y	Cert	17.3019	15.1302	1200	\$ 4,447	60%	100%	\$ 16.78	9/9/9
CNC Production Specialist	Y	Cert	51.4041	48.0503	600	\$ 3,500	50%	100%	\$ 20.90	9/10/9
Computer Systems & Information Technology	Y	Cert	11.3021	11.0901	900	\$ 3,375	56%	30%	\$ 25.25	9/10/9
Correctional Officer	Y	Cert	33.3012	43.0102	420	\$ 3,428	100%	100%	\$ 21.63	9/9/9
Crossover from Corr Officer to Law Enf Officer	N	Cert	33.3051	43.0107	518	\$ 2,455	100%	100%	\$ 24.00	10/10/10
Professional Culinary Arts-Food Service Manager	Y	Cert	11.9051	12.0503	1200	\$ 6,440	67%	100%	\$ 19.91	9/9/9
Digital Design	Y	Cert	27.1024	50.0409	1200	\$ 5,308	69%	91%	\$ 22.64	9/9/9
Digital Video Technology	Y	Cert	27.4011	10.0201	900	\$ 3,893	67%	100%	\$ 17.76	9/9/9

Suncoast Technical College (STC) Continued on Next Page

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Suncoast Technical College (STC) 4748 Beneva Road Sarasota, FL 34233 (941) 924-1365 www.suncoast.edu	PELL Eligible (Y/N)	Credential	SOC Code	CIP Code	Clock Hours	Total Program Cost	Graduation Rate	Placement Rate	Average Wage at Placement	Basic Skills Grade Level R / M / L
Electrician	Y	Cert	47.2111	46.0302	1200	\$ 5,853	78%	86%	\$ 18.24	9/9/9
Facial Specilaty	N	Cert	39.5094	12.0409	492	\$ 1,901	No Data	No Data	No Data	10/10/10
Fire Fighter	N	Cert	33.2011	43.0203	492	\$ 5,944	91%	100%	\$ 22.00	10/10/10
FL Law Enforcement Officer	N	Cert	33.3051	43.0107	770	\$ 4,892	100%	96%	\$ 24.00	10/10/10
Heating Ventilation AC Ref HVAC/R 1	Y	Cert	49.9021	15.0501	750	\$ 4,117	73%	52%	\$ 17.16	9/10/9
Industrial Machinery Maintenance & Repair	Y	Cert	49.9041	47.0303	1350	\$ 5,635	75%	43%	\$ 20.25	9/9/9
Medical Administrative Assistant	Y	Cert	43.6013	51.0716	1100	\$ 5,504	60%	100%	\$ 17.69	9/9/9
.Net Application Development & Programming	Y	Cert	15.1244	11.1001	1350	\$ 4,366	42%	60%	\$ 20.73	9/9/9
Plumbing	Y	Cert	47.2152	46.0503	1080	\$ 5,839	15%	89%	\$ 17.07	9/9/9
Practical Nursing	Y	Cert	29.2061	51.3999	1350	\$ 8,192	90%	100%	\$ 22.50	11/11/11
Precision Machining -CNC Automation	Y	Cert	51.4041	48.0503	1500	\$ 5,238	88%	100%	\$ 17.00	9/9/9
Surgical Technology	Y	Cert	29.2055	51.0909	1330	\$ 8,174	95%	100%	\$ 17.90	11/11/11

Suncoast Trucking Academy 28040 Airpark Dr. #104 Punta Gorda, FL 33982 (941) 347-7445 www.suncoasttrucking.com	PELL Eligible (Y/N)	Credential	SOC Code	CIP Code	Clock Hours	Total Program Cost	Graduation Rate	Placement Rate	Average Wage at Placement	Basic Skills Grade Level R / M / L
Heavy and Tractor-Trailer Truck Drivers (Class A CDL)	N	Cert	53.3032	49.0205	160	\$ 6,615	83%	71%	\$ 24.20	9/9/9

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Registered Apprenticeship Programs

CareerSource Suncoast 1112 Manatee Ave E Bradenton, FL 34232 (941) 358-4200 www.careersourcesuncoast.com	PELL Eligible (Y/N)	Credential	SOC Code	CIP Code	Clock Hours	Total Program Cost	Graduation Rate	Placement Rate	Average Wage at Placement	Basic Skills Grade Level R / M / L
Tool & Die Maker	N	Cert	514111	480507	576	\$ 1,190	No Data	No Data	\$ 17.75	Dplm/GED
Florida Makes 800 North Magnolia Ave, Suite 1800 Orlando, FL 32803 (407) 450-7206 www.floridamakes.com	PELL Eligible (Y/N)	Credential	SOC Code	CIP Code	Clock Hours	Total Program Cost	Graduation Rate	Placement Rate	Average Wage at Placement	Basic Skills Grade Level R / M / L
Industrial Manufacturing Technician	N	Cert	170326	150613	200	\$ 950	83%	71%	\$ 24.20	9/9/9
Interplay Learning, LLC 3500 Jefferson St. Ste. 206 Austin, TX 78731 (856) 298-6615 https://www.interplaylearning.com	PELL Eligible (Y/N)	Credential	SOC Code	CIP Code	Clock Hours	Total Program Cost	Graduation Rate	Placement Rate	Average Wage at Placement	Basic Skills Grade Level R / M / L
Plumbing	N	Cert	47.2152	46.059	576	\$ 549	No Data	No Data	No Data	9/9/9
HVAC/Commercial HVAC	N	Cert	49.9021	15.0501	432	\$ 549	No Data	No Data	No Data	9/9/9
Electrical	N	Cert	46.0301	47.2111	576	\$ 549	No Data	No Data	No Data	9/9/9
Manasota Air Conditioning Contracting Association 1532 US Highway 41 Bypass S. #144 Venice, FL 34293 (941) 404-3407 www.macca.us	PELL Eligible (Y/N)	Credential	SOC Code	CIP Code	Clock Hours	Total Program Cost	Graduation Rate	Placement Rate	Average Wage at Placement	Basic Skills Grade Level R / M / L
Heating and Air Conditioning Installer/Service	N	Cert	499021	470201	144	\$ 1,084	100%	100%	\$ 17.00	Dplm/GED

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Registered Apprenticeship Programs Continued

Pool & Hot Tub Alliance 21111 Eisenhower Ave. Ste. 500 Alexandria, Va. 22314 (703) 647-2542 https://www.phta.org/	PELL Eligible (Y/N)	Credential	SOC Code	CIP Code	Clock Hours	Total Program Cost	Graduation Rate	Placement Rate	Average Wage at Placement	Basic Skills Grade Level R / M / L
PHTA Pool Maintenance and Service Technician Apprenticeship	N	Cert	37.2011	26.0105	217	\$ 1,799	No Data	No Data	\$ 15.00	10/10/10
Tampa Area Electrical JATC 5625 Harney Road Tampa, FL 33610 (813) 621-3002 www.tampajatc.org	PELL Eligible (Y/N)	Credential	SOC Code	CIP Code	Clock Hours	Total Program Cost	Graduation Rate	Placement Rate	Average Wage at Placement	Basic Skills Grade Level R / M / L
Electrician	N	Cert	472111	460302	694	\$ 5,200	75%	100%	\$ 30.84	Dplm/GED
Technical Education Council (TEC) 168 Sarasota Center Blvd. Sarasota, FL 34240. (941) 363-1632 www.technicaleducationcouncil.com	PELL Eligible (Y/N)	Credential	SOC Code	CIP Code	Clock Hours	Total Program Cost	Graduation Rate	Placement Rate	Average Wage at Placement	Basic Skills Grade Level R / M / L
Electrician	N	Cert	472111	460302	144	\$ 4,000	75%	100%	\$ 18.00	12/12/12
The Bee2Bee Network Inc. 9300 Conroy Windermere Road, Suite 2031 Windermere, FL 34786 (407) 756-2394 https://lifestylesin360.com/the-bee2bee-network-inc-lifestyles-in-360	PELL Eligible (Y/N)	Credential	SOC Code	CIP Code	Clock Hours	Total Program Cost	Graduation Rate	Placement Rate	Average Wage at Placement	Basic Skills Grade Level R / M / L
The Bee2Bee Network Apprenticeship Program	N	Cert	47.2111	46.0302	144	\$ 45,000	No Data	No Data	\$ 35.00	9/9/9

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CAREERSOURCE SUNCOAST
Approval of Slate of Officers
Board of Directors Action Item Request
June 23, 2022

Background Information:

The CareerSource Suncoast bylaws outline the process in which Board officers are nominated, appointed and installed.

Section 5.3 – *Officer Nominating Committee* states: The Nominating Committee shall be appointed by the Chair, in consultation with the President/CEO. The Nominating Committee shall accept recommendations from the Board in assembling a slate of officers. The Nominating Committee will recommend to the full Board a slate of officers to serve on the Executive Committee. At the discretion of the Executive Committee, an At-Large Member may also be proposed to serve as an Officer.

Section 5.4- *Elections* states: The Chair, Chair-Elect and Treasurer of the Executive Committee shall provide the confirmed slate to be confirmed annually by the Board at the September meeting, at which meeting the recommended and confirmed officers will be installed.

Summary Nominations:

The Ad-hoc Nominating Committee met on June 8, 2022. Ad-hoc Nominating Committee members included: Jim Bos- Chair, Christy Cardillo, and Dr. Tim Novak. The committee discussed the slate of officers and unanimously agreed to present the following nominations.

- David Kraft, Vision Consulting Group, to complete the remainder of the vacant chair elect's term through September 2022.
- Program Year 2022-2023 slate of officers beginning September 2022
 - Chairman of the Board: Eric Troyer, Kerkering Barberio, CPA
 - Chair Elect: David Kraft, Vision Consulting Group
 - Treasurer: Lisa Eding, Teak Decking Systems

Nominations can be taken from the floor. If there are no nominations from the floor, a motion to approve the Nominating Committee's recommended Slate of Officers for PY 2022-2023 shall follow.

Requested Action:

A motion for the Board of Directors to approve David Kraft to serve the balance of the term of 2021-2022 vacant Chair-elect seat.

A motion for the Board of Directors to approve the slate of officers for PY 2022-2023 installed September 2022.

- Chairman of the Board: Eric Troyer, Kerkering Barberio, CPA.
- Chair Elect: David Kraft, Vision Consulting Group.
- Treasurer: Lisa Eding, Teak Decking Systems

Respectfully submitted,
Jim Bos, Chair Ad-Hoc Nominating Committee



OTHER BOARD BUSINESS

**Educational Management & Services FL, LLC Report to
the Suncoast Workforce Board, INC dba CareerSource Suncoast
June 23, 2022**

On July 21, 2021, **Educational Management & Services FL, LLC (EMSFL)**, was contracted with the **One-Stop Operator (OSO)** for **CareerSource Suncoast (CSS)**. This report is the second of two required reports to the Board and addresses the scope of work for the program year beginning July 2021 through June 2022.

The coordination of programs includes Vocational Rehabilitation, Division of Blind Services, Adult and Family Literacy, Career and Technical Education, Migrant Seasonal Farm Workers, Community Service Block Grant, and Housing and Urban Development self-sufficiency efforts. Priority was to be placed on the comprehensive career center, designated as Sarasota Career Center (North Sarasota County); however, both centers have received the same degree of service.

To fully understand the mission, vision, and service delivery requirements of the required one-stop partners and to better strategically align with CSS priorities and services, Dr. Natale reached out to each partner via email. The email provided an introduction of EMSFL as the OSO as well as the scope of services to be provided by the OSO. The initial visit to CSS career centers occurred on August 11th and 12th. Dr. Natale visited the Bradenton and Sarasota career centers as well as the CSS office on Suncoast Technical College (STC) campus. A second set of center visits were completed in October which included the Manatee Technical College campuses. In December, Dr. Natale was on site in Sarasota and Bradenton for center tours with the Job Corps representative, Jonathon Jean-Francois. The first of two Board presentations was made at the January Board meeting. Dr. Natale was on-site again in March and May. In March he was able to visit the Nort Port/Manasota location.

In August Dr. Natale was provide access to Sharepoint OSO files. All but one mandated partner had Memoranda of Understanding (MOUs) and Infrastructure Funding Agreements (IFAs) in

place. The Job Corps outreach and admissions services contract had been transferred from Pinellas Job Corps to Miami Job Corps and an MOU with IFA was drafted and provided to the staff at the Miami Job Corps Center. The agreement is still pending. A quarterly IFA report template was created and distributed to all partners in October, January, April. A tracking form is in place and updated as IFA quarterly reports are received. This process has improved this year and worked very well for the third quarter. In order to have Sharepoint access, Dr. Natale completes all annual security training.

By promoting and training partners in the Crosswalk and Sharepoint programs, EMSFL is working toward the development and implementation of braided services across one stop mandated partner programs to enhance client outcomes. A client satisfaction sample was presented to staff during the first visit and an OSO satisfaction questionnaire is available to all for input and feedback.

Dr. Natale received initial training and access to the Crosswalk Referral System (CRS) in August 2021. Additional access to CRS was provided in January 2022. Crosswalk has previously been introduced to other regions and expanded to agencies in those regions to facilitate conversations supporting and maintaining the use of Crosswalk referral system with other CareerSource regions, one stop center mandated partners and other community organizations. EMSFL has provided support specifically to regions 6 and 7 directly as well as Vocational Rehabilitation Areas 1 and 5. The CRS is part of each partner meeting agenda in the other regions as well as CSS. A Crosswalk Referral System monthly report was developed to track new agencies added to the system, agency referrals sent, received , and closed.

A required service is to convene meetings with mandated partners bi-annually in October and May to share information, discuss strategies to positively impact employment outcomes for shared clients, and problem-solve collaboration issues. The required partner meetings were convened on October 26th and May 11th with the with partners joining in person at the Sarasota career center or virtually via Microsoft Teams. An additional meeting was deemed necessary and was convened on February 16. The standing agenda includes:

- 1) Welcome
- 2) CareerSource Suncoast Update
- 3) Crosswalk Referral System
- 4) Infrastructure funding Agreements Reports
- 5) Agency Highlights
- 6) Partner Agency Updates
- 7) Next meeting
- 8) Survey

While workforce regions have shared common practices, each region also has nuances and EMSFL has become more familiar with the processes utilized by CSS. During the past year, written observations and best practices for shared costs, improvements, efficiencies, and modifications to current MOU's have been presented.

Observations and Recommendations were submitted on March 29, 2022.

Reception

Through multiple observations and interviews, it appears that reception is inconsistent. Using a scripted process based on the Florida Department of Economic Opportunity guidelines, CSS can improve client outcomes. A sample script follows (not included in this report) that can be expanded to a complete customer flow process. The purpose of a flow chart is to maintain a uniform process that will improve customer satisfaction and to improve productivity in each center.

Analysis of Digital Media

Workforce development boards need to use data more broadly to devise more effective regional strategies and improve service delivery. Many workforce organizations have research specialists who collect and use valuable localized data across a variety of digital platforms. Some organizations are beginning to build robust in-house research and data analytics tools. Through engagement Workforce board employees and data analysts are well positioned to understand emerging issues.

CSS has accounts for Facebook, Instagram, Twitter, LinkedIn, etc. Knowing which applications are being utilized will improve the agency's ability to market more effectively.

Best practice recommendations were submitted June 2, 2022.

Best Practice #1: Career Coach Advancement

Employees who are in contact with clients and partner agencies on a daily basis are integral to successful performance. A Career Coach (CC) advancement process utilizing classifications is intended to provide CCs with thoughtful and encouraging support towards personal and professional growth needed to provide quality workforce services to communities throughout Manatee and Sarasota Counties by providing intensive training on all programs operated and managed by the Board.

Best Practice #2: Sector Strategies

Sector strategies are the business-driven workforce and other solutions developed and implemented by education, training and other public partners in the sector partnership to address the needs and challenges identified by companies in the target industry.

EMSFL has made a recommendation of developing MOUs with Post-Secondary institutions such as State College of Florida. In February 2022, EMSFL provided an outline for a client/customer feedback survey.

We are still in the process of developing reports that includes updates to partner strategies to coordinate and deliver services, participant outcomes, partner success stories, and highlights of services coordination efforts. The additional partner meetings will facilitate this process. Executive director, Amy Yount, has provided an “Agency Highlight” during the February partner meeting that was well received.

This report provides a summary on the scope of services for the June meeting and is a year-end summary. If the Board desires additional reports or has questions for the OSO to address, please provide requests through the Executive Director’s office. Dr. Natale can be available for Board or committee meetings as necessary to facilitate the best outcomes possible under the OSO contract of services.

Ron Natale
Ron Natale (Jun 16, 2022 12:49 EDT)



STAFF REPORTS