

**MINUTES OF THE  
CAREERSOURCE FLAGLER VOLUSIA  
CAREER PATHWAYS COMMITTEE  
October 3, 2017**

A meeting of the CareerSource Flagler Volusia Career Pathways Committee was called to order at the Administrative Office of the organization located at 329 Bill France Blvd., in the City of Daytona Beach, in the State of Florida, at 9:00 a.m. on the 3<sup>rd</sup> day of October 2017, pursuant to written Notice fixing said time and place; the same being filed and attached to these minutes.

Ms. Cheryl Tanenbaum and Mr. Reggie Williams Co-Chaired the meeting and Ms. Jennifer Gosling served as the Recording Secretary.

The following members of the Career Pathways Committee were personally present:

Ms. Nancy Bradley, Administrator – Daytona College, LLC  
Ms. Denise Breneman, County Director – Special Olympics Florida\*  
Mr. David Dougherty, CPA – Taxes & Financial Services  
Mr. Brad Giles, President/CEO – Giles Electric, Inc.  
Ms. Kim Houghton, Supervisor – Vocational Rehabilitation  
Mr. Andrew Spar, President – Volusia United Educators  
Ms. Cheryl Tanenbaum, Senior Vice President/Chief Financial Officer -Intracoastal Bank  
Dr. Sherryl Weems, Associate Vice President – Daytona State College  
Mr. Chris Wimsatt, Vice President of Business Recruitment – Team Volusia  
Mr. Reggie Williams, Vice President of Human Resources – Neighbor to Family, Inc.

The following guests were also present:

Mr. Charlie Howell, Vice President of Business Development and Technology–  
CareerSource Flagler Volusia  
Mr. Howard Johnson, Data/EFM Manager – Eckerd Workforce Development Services  
Ms. Robin King, President & CEO – CareerSource Flagler Volusia  
Ms. Christine Sikora, Vice President of Innovative Workforce Solutions – CareerSource  
Flagler Volusia  
Ms. Kathy Spencer, Director of Business and Career Services – Case Management, Inc.  
Ms. Jennifer Gosling, Executive Assistant – CareerSource Flagler Volusia

\* via Conference Call

Ms. Tanenbaum called the meeting to order and called for a motion to approve the minutes from the July 13, 2017 meeting.

1. After discussion, upon motion duly made, seconded and unanimously carried, the Career Pathways Committee (CPC) approved the minutes.

The next item on the agenda was an update on the changes to service delivery that were discussed at the July meeting. Ms. Christine Sikora reported that as agreed upon, we have closed the Computer Lab facility and reduced the square footage of the Daytona Beach Career Center. She noted that the other major change was the focus of the Individual Training Accounts (ITAs) that are now shortened to 12 weeks or less and with a maximum of \$2,000. Staff have also followed the direction of the Board and increased their focus on businesses. Ms. Sikora advised that in order to serve more businesses, we have added two new Business Services Representatives and funds are being focused towards business training. She discussed the weighted measures that we have implemented to shift more funds into the most-needed areas. The weighting of business investments increases or decreases the percentage of matched funds based on company size, industry, wage, or the training of targeted populations among other considerations.

Next, the Committee was provided an overview of the Talent Supply Dashboard. Ms. Sikora explained that the Talent Supply Dashboard was created in a partnership including three other workforce boards, the High Tech Corridor, and the University of Central Florida. The purpose of the Talent Supply Dashboard is to illustrate the pipeline of local graduates and their respective fields. Ms. Sikora provided a guided tour and explained how the data can be narrowed and isolated. Ms. Robin King advised that the data is sourced from the Florida Education and Training Placement Information Program (FETPIP) in which all training institutions must report their numbers. She noted that the numbers driving the Talent Supply Dashboard are from 2015 because FETPIP releases their data two years after its collection. Ms. King stated that while the data is historical, the Talent Supply Dashboard is designed to work in conjunction with the other data used by our economic development partners. She noted that the typical labor shed does not factor in recent graduates, and so the Talent Supply Dashboard is a supplemental way to provide some estimate for the graduate pipeline. The Committee expressed interest in having access to this tool. Ms. King stated that we would make the Talent Supply Dashboard available on our website, and Ms. Sikora would email the link to the Committee.

The next item on the agenda was an update on the My TechHire Grant. Dr. Sherryl Weems advised that Daytona State College (DSC) applied for a community-supported grant through the Department of Labor and was a recipient of the subsequent award. Overseeing the My TechHire grant is a consortium of three entities with DSC taking the lead. Dr. Weems stated that the grant was to train in the fields of Information Technology (IT) and Advanced Manufacturing. She noted that the grant is for four years with the goal of training four hundred new workers between the ages of seventeen and twenty-nine. Dr. Weems explained that the My TechHire program has three components: 1. the direct training to learn the necessary skills, 2. the Center for Excellence which is the shared component of the grant Consortium, and 3. the employer component where the participants will gain an On-The-Job (OJT) work experience. She advised that the OJT is for six weeks with the employer paying for half of the wages and the grant covering the

other half. After the six weeks, it is anticipated that the trained participant will transition into a permanent position.

Dr. Weems reported that the Certified Production Technician program is set to launch in November 2017 at the Advanced Technology College (ATC) and the new CPT laboratory is being renovated now. She advised that students are already engaged and working on some of the minor certifications. Ms. King noted that the benefit to the My TechHire grant is that all expenses are covered for the participants, including tuition and wraparound services. Dr. Weems advised that DSC had exceeded their recruitment and training goals for the first year and was selected to become an evidence-based model. She explained that this would mean some eligible participants would not receive training as part of a control group that would measure the efficacy of the program. The Committee discussed if we would be able to offer services to the participants turned away, or if that would skew the control group. Dr. Weems advised that there would be a meeting on October 18<sup>th</sup> with the evaluation team and invited us to send a representative to attend.

Lastly, the floor was opened to other matters for consideration. Ms. Sikora advised that Volusia County Schools (VCS) had approached us regarding three new certification programs they would like to apply for inclusion on the State's Career and Professional Education Act (CAPE) List. She advised that the State of Florida requires regional workforce development boards to write a letter of support for CAPE list applications that are shown to have local benefit or significance. She reported that this Committee usually reviews and approves requests for letters of support; however, we were currently awaiting more information from VCS and would bring this matter to the Industry Demand Connection Committee meeting on October 5<sup>th</sup>.

Ms. Sikora advised that at the December 7<sup>th</sup> meeting, the Committee would be discussing the Strategic Goals and selecting their activities for 2018. She proposed that the Committee could review and select them now or wait until the January Board and Joint Committees meeting. The Committee elected to keep the December 7<sup>th</sup> meeting on the schedule and would discuss the Strategic Goals then. Ms. King suggested the next meeting be held at ATC where the Committee could receive a tour of the new CPT laboratory. The Committee agreed, and Dr. Weems advised she would secure the meeting space.

There being no further business to come before the Committee, the meeting was adjourned.

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Recording Secretary