

**MINUTES OF THE
CAREERSOURCE FLAGLER VOLUSIA
CAREER PATHWAYS COMMITTEE
December 7, 2017**

A meeting of the CareerSource Flagler Volusia Career Pathways Committee was called to order at the Advanced Technology College located at 1770 Technology Blvd, Room 215X, in the City of Daytona Beach, in the State of Florida, at 9:00 a.m. on the 7th day of December 2017, pursuant to written Notice fixing said time and place; the same being filed and attached to these minutes.

Ms. Cheryl Tanenbaum Chaired the meeting and Ms. Jennifer Gosling served as the Recording Secretary.

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

Ms. Kelly Amy, Coordinator, Career & Technical Education and the Arts – Volusia County Schools
Mr. Dennis Burns, President/CEO – United Way of Volusia and Flagler Counties
Mr. David Dougherty, CPA – Taxes & Financial Services *
Ms. Sarah Dougherty, Chief Financial Officer – Dougherty Manufacturing
Ms. D.J. Lebo, Executive Director – Early Learning Coalition of Flagler and Volusia
Mr. Andrew Spar, President – Volusia United Educators
Ms. Lynette Shott, Executive Director of Student and Community Engagement – Volusia County Schools
Ms. Renee Stauffacher, Director – Flagler County Schools/Technical Institute *
Ms. Cheryl Tanenbaum, Senior Vice President/Chief Financial Officer – Intracoastal Bank
Mr. Tyrone Walker, Human Resources Generalist – Raydon Corporation *
Dr. Sherryl Weems, Associate Vice President – Daytona State College

The following guests were also present:

Ms. Jennilyn Green, Orange City Supervisor – Vocational Rehabilitation
Mr. Charlie Howell, Vice President of Business Development and Technology – CareerSource Flagler Volusia
Mr. Howard Johnson, Data/EF Manager – Eckerd Connects
Ms. Velma Lowe, Managing Director of Operations – Career Steps, Inc.
Mr. Frank Mercer, Director, Center for Business and Industry – Daytona State College
Ms. Donna Runge, Administrator – Department of Economic Opportunity
Ms. Christine Sikora, Vice President of Innovative Workforce Solutions – CareerSource Flagler Volusia
Ms. Jennifer Gosling, Executive Assistant – CareerSource Flagler Volusia

* via Conference Call

Ms. Tanenbaum called the meeting to order and began by acknowledging the new Committee Chair, Mr. David Dougherty. She advised that with her new duties as Vice Chair of the Board and Chair of the Finance Committee, she would be stepping down as the Career Pathways Committee (CPC) Chair. Mr. Dougherty, via conference call, expressed his regret for not attending in person, and advised that he was currently out of town.

After introductions, Ms. Tanenbaum stated that the minutes of the October 3rd meeting had been sent to the Committee previously for review and were also on the iPads provided to them. Ms. Tanenbaum called for a motion to approve the minutes from the October 3, 2017 meeting.

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

The next item on the agenda was a brief update on the Career Pathways proposals. Ms. Christine Sikora reported that we have submitted several grant proposals to CareerSource Florida, and we have secured two new grants so far. She advised the first is a partnership with Daytona State College to provide boat building and fiberglass related training. Dr. Sherryl Weems advised that classes should begin early next year.

The second grant we were awarded will partner us with the Home Builders Associations for Flagler and Volusia Counties. Ms. Sikora advised that the grant proposal was written for in-school youth for a work experience at actual construction sites. She advised that after receiving notice of the award, we were informed that the grant must follow the Workforce Innovation and Opportunity Act (WIOA) rule that states 75% of all youth funds must go towards out-of-school youth. Ms. Sikora stated that at the last Board meeting, Ms. Robin King recommended allocating a portion of unrestricted funds to assist a group of in-school youth who would not qualify under WIOA, and the Board approved her recommendation. Ms. Sikora advised that if we cannot enroll the in-school youth under WIOA, then they will not be covered under the State's Worker's Compensation. To address this, Ms. Sikora stated that we are working with Manpower to secure coverage for those ineligible youth, and Manpower will help us define the safety and work requirements for the participation of all minors.

Ms. Sikora stated that we submitted a third grant, and we are still waiting for a response. She explained the proposal was to create a makerspace in Flagler County that included a short entrepreneurial program similar to Startup Quest. The State is still in the process of reviewing proposals, and while we wait CareerSource Florida's decision, Ms. Sikora advised that we and our partners are still moving ahead with formation of the 501(c)3 for the makerspace.

Next, the Committee discussed their 2018 Strategic Goals. Ms. Tanenbaum directed the Committee's attention to the iPads and asked them to review the Strategic Goals Matrix. She advised that the January 19th Board meeting will be a planning meeting which will include members of all the committees. Ms. Tanenbaum stated that CPC members will be receiving an invite to attend and advised that due to space restrictions of the Boardroom, the meeting will take place at an offsite location yet to be determined.

Ms. Sikora advised that the Committee had decided to hold today's meeting to select next year's objectives which the Committee will present to the Board in January. The Committee reviewed the Strategic Goals Matrix at length and discussed foundational skill development including soft skills, Career Pathways and addressing the needs of job seekers with significant barriers. The Committee concurred that these were critical topics which needed to be addressed. Mr. Andrew Spar advised that we have been focused on the first two strategic goals of effectively partnering and gathering business intelligence. He advised that the next strategic goal on the list, Qualified Talent Pool for Today & Tomorrow, encompassed the three critical topics being discussed. He recommended focusing on all of the objectives listed under that headline. The Committee unanimously agreed to bring that recommendation to the Board.

Ms. Sikora discussed addressing job seekers with significant barriers and how to serve them. Ms. D.J. Lebo advised that we needed to partner extensively with other agencies to create a support network for barriers we cannot address directly. Mr. Dennis Burns stated that the United Way's focus on financial stability has shifted to employment because jobs are fundamental to financial stability. He discussed the Asset Limited, Income Constrained, Employed (ALICE) Report that United Way issued which studied the working poor. He explained that the working poor comprised forty-two percent of Volusia County's population and forty-five percent of Flagler County's. Mr. Burns advised that many of the working poor have several part-time jobs and may lack the training required to obtain a full-time, better paying job. He noted they have other barriers including the inability to pay for books or classes and the lack of transportation and childcare. Mr. Burns advised that United Way is looking at ways they can alleviate some of these barriers.

Ms. Sikora discussed the recent Florida Chamber's report on fiscal cliffs which explored the same working poor demographic and why they may turn down a better job or promotion. She explained that the additional money from their employer would not offset the additional costs associated with the loss of child care or public assistance. A discussion ensued on the lack of incentives for employment. It was suggested that when serving job seekers with barriers to employment, we narrow our focus towards a targeted age range to ensure we do not exhaust our ability to solve these complicated issues. The Committee determined that we should focus on youth and young adults.

The last item on the agenda was a tour of the Certified Production Technician (CPT) Lab at the Advanced Technology Center (ATC). At the October 3rd meeting, the Committee learned about the MyTechHire grant received by Daytona State College and the new

Career Pathways Committee
December 7, 2017
Page 4 of 4

CPT lab that would serve to train participants. Ms. Tanenbaum advised that this tour would provide the members a better understanding of the MyTechHire program, and called on Mr. Frank Mercer to lead the tour.

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

Recording Secretary