

Please be reminded pursuant to Section 3 of Article XIII of the Bylaws, no member of the Board shall cast a vote on any matter on which he or she has a conflict of interest as defined by federal or state law. Upon discovery of an actual or potential conflict of interest, the Board Member shall promptly disclose the actual or potential conflict of interest, promptly file a written statement of disqualification, shall withdraw from any further participation in the transaction involved, and shall abstain from voting on the matter. In the event of such disclosure or abstention, Article XII Section 3 shall govern the voting requirements on such matter.

Board Meeting Agenda

September 15, 2022 – 3.00 p.m.
Hampton Inn
11780 State Road 54
Odessa, FL 33556
or Join via Microsoft Teams

Public Comments

No requests from the public were received during the allotted time period published in the Public Notice on the CareerSource Pasco Hernando website.

Consent Agenda

There are no items for the Consent Agenda.

Board Agenda

Action Items

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Board Chair Comments

CEO Comments

Adjournment

ACTION ITEM 1
Approval of Minutes

In accordance with Article X, Section 1 of the approved bylaws, the Board is required to keep correct and complete minutes of the proceedings of any Board or Committee meeting.

Draft minutes of the June 9, 2022 Board Meeting are presented for review. Any modifications should be requested prior to approval.

FOR CONSIDERATION

Approval of June 9, 2022 Board Meeting Minutes, to include any modifications or changes noted by the Board.

Pasco-Hernando Workforce Board, Inc.
Board Meeting Minutes - DRAFT
June 9, 2022

Meeting Location: Hampton Inn
11780 State Road 54
Odessa, FL 33556

Meeting Held Virtually via Microsoft Teams

Board Members Attending: Stephanie Adams, Turner Arbour, Keven Barber, Timothy Beard, Mark Earl, Tate Foster, Charles Gibbons, John Howell, Hope Kennedy, Nils Lenz, Joelle Neri, Lex Smith, Kathryn Starkey, Sophia Watson

Board Members Absent: Mark Barry, Dana Cutlip, David Lambert, Lee Middleton, Bill Woodard

Staff Attending: Brenda Gause, Dave Hamilton, Heather Harter, Theresa Miner, Jerome Salatino, Jessica Weightman

Others Attending: Tracie Entler - Gulf Coast Jewish Family and Community Services, Jennifer Rey - The Hogan Law Firm

Quorum Present? Yes

Call to Order: The meeting was called to order at 3.00 p.m. by Vice Chair, Chuck Gibbons.

Public Comments

No public comments were received.

Consent Agenda

There were no items on the Consent Agenda.

Before addressing any agenda items, an announcement was made to welcome Tate Foster, Lee Middleton, and Sophia Watson, as the new Board Directors, to the Pasco-Hernando Workforce Board, Inc.

Action Item 1 – Approval of Minutes from March 10, 2022, Board Meeting

The Board reviewed the minutes from the March 10, 2022, Board meeting. All Board members were in agreement that the minutes correctly reflected the actions from that meeting.

MOTION was made by Lex Smith to approve the March 10, 2022, Board meeting minutes.

MOTION was seconded by John Howell. Motion carried 13-0.

Action Item 2 – WIOA Youth Services Provider PY2022-23

The Board reviewed the request to enter into a contract with Eckerd Connects to be the WIOA Youth Services Provider. Brenda Gause spoke about the negotiations that reduced the original agreement amount to \$988,923.

MOTION was made by Mark Earl to approve the request to contract with Eckerd Connects to be the WIOA Youth Services Provider.

MOTION was seconded by Lex Smith. Motion carried 13-0.

Action Item 3 – Local Operating Procedure – Local Targeted Occupations List Requirements

The Board reviewed the request to approve Local Operating Policy 82 in order to adopt the process and requirements to develop the Local Targeted Occupations List.

MOTION made by Lex Smith to approve and adopt Local Operating Policy 82.

MOTION seconded by Keven Barber. Motion carried 13-0.

Action Item 4 – Local Targeted Occupations List PY2022-23

Dave Hamilton spoke about the Statewide and Regional Demand Occupations List, and the selection criteria for new occupations. The Board reviewed the recommendation to add Dental Hygienists, and Architectural, Civil and Mechanical Drafters to the Local Targeted Occupations List for the Pasco-Hernando region.

Dr. Timothy Beard declared a conflict and abstained from the vote.

MOTION made by Lex Smith to approve the additions to the Local Targeted Occupations List for PY2022-23.

MOTION seconded by Turner Arbour. Motion carried 12-0 with 1 abstention.

Action Item 5 – Individual Training Account for PY2022-23

The Board reviewed the request to reduce the ITA amount to \$6,000 per year in an effort to serve the maximum amount of Adult and Dislocated Workers.

Dr. Timothy Beard declared a conflict and abstained from the vote.

Sophia Watson declared a conflict and abstained from the vote.

MOTION made by Keven Barber to approve the reduction of the ITA amount to \$6,000 per year.

MOTION seconded by Joelle Neri. Motion carried 11-0 with 2 abstentions.

Action Item 6 – Selection of Audit Services Firm

The Board reviewed the recommendation to award the contract for Audit Services to MKA, CPA and Advisors for the fiscal year ending June 30, 2022, with the option to renew annually up to four additional years. Theresa Miner spoke about the proposals and ratings for the selection of Audit Services.

MOTION made by Turner Arbour to approve the contract for Audit Services to MKA, CPA and Advisors.

MOTION seconded by Lex Smith. Motion carried 13-0.

Action Item 7 – Gulf Coast NCPEP Contract Amendment

The Board reviewed the request to approve the contract with Gulf Coast Jewish Family and Community Services, Inc. to provide services to the Non-Custodial Parents.

MOTION made by Joelle Neri to approve the contract with Gulf Coast Jewish Family and Community Services, Inc.

MOTION seconded by Turner Arbour. Motion carried 13-0.

Action Item 8 – Training Providers and Agreements for Non-Related Parties

The Board reviewed the request to approve and enter into a contract with the recommended training providers for a maximum amount of \$250,000 each. Dave Hamilton spoke about the eligibility criteria and the programs offered by each institution.

MOTION made by Lex Smith to approve and enter into a contract with the listed training providers.

MOTION seconded by Keven Barber. Motion carried 14-0.

Action Item 9 – Training Provider Agreement for AmSkills

The Board reviewed the Training Provider Agreement with AmSkills, Inc. for the 2022-2023 program year. Because Kathryn Starkey represents AmSkills on the PHWB Board of Directors, a 2/3 vote was required.

Kathryn Starkey declared a conflict and abstained from the vote.

MOTION made by Lex Smith to approve the Training Provider Agreement with AmSkills, Inc.

MOTION seconded by Turner Arbour. Motion carried 13-0 with 1 abstention.

Action Item 10 – Training Provider Agreement for Suncoast Technical Education Center

The Board reviewed the Training Provider Agreement with Suncoast Technical Education Center for the 2022-2023 program year. Because Sophia Watson represents Suncoast Technical Education Center on the PHWB Board of Directors, a 2/3 vote was required.

Sophia Watson declared a conflict and abstained from the vote.

MOTION made by Joelle Neri to approve the Training Provider Agreement with Suncoast Technical Education Center.

MOTION seconded by John Howell. Motion carried 13-0 with 1 abstention.

Action Item 11 – Training Provider Agreement for Keiser University – New Port Richey

The Board reviewed the Training Provider Agreement with Keiser University – New Port Richey for the 2022-2023 program year. Because Chuck Gibbons represents Keiser University – New Port Richey on the PHWB Board of Directors, a 2/3 vote was required.

Chuck Gibbons declared a conflict and abstained from the vote.

MOTION made by Lex Smith to approve the Training Provider Agreement with Keiser University – New Port Richey.

MOTION seconded by John Howell. Motion carried 13-0 with 1 abstention.

Action Item 12 – Training Provider Agreement for PHSC

The Board reviewed the Training Provider Agreement with Pasco Hernando State College for the 2022-2023 program year. Because Dr. Timothy Beard represents Pasco Hernando State College on the PHWB Board of Directors, a 2/3 vote was required.

Dr. Timothy Beard declared a conflict and abstained from the vote.

MOTION made by Lex Smith to approve the Training Provider Agreement with Pasco Hernando State College.

MOTION seconded by Joelle Neri. Motion carried 13-0 with 1 abstention.

Action Item 13 – Election of Officers

The Board reviewed the proposed candidates for Board Officers. Chuck Gibbons will be appointed to the role of Board Chair with immediate effect for the program year 2022-2023 and will serve as the Chair of the Executive Committee. Joelle Neri was recommended for the role of Vice Chair and Mark Barry will continue as the Treasurer/Secretary and will serve as the Chair of the Audit and Finance Committee.

MOTION made by Lex Smith to approve the stated appointments effective immediately.

MOTION seconded by Kathryn Starkey. Motion carried 14-0.

Action Item 14 – Committee Appointments

The Board reviewed the appointments of Directors to the standing committees. Members of the Executive Committee were confirmed as follows: Board Chair Chuck Gibbons, Vice Chair Joelle Neri, Treasurer/Secretary Mark Barry, Mark Earl, and Lex Smith. Members of the Audit and Finance Committee were confirmed as follows: Chair Mark Barry, Joelle Neri, Turner Arbour, Mark Earl, and Lex Smith. Members of the Nominating Committee were confirmed as follows: Chair Turner Arbour, Tate Foster, and Sophia Watson.

MOTION made by Kathryn Starkey to approve the stated appointments effective immediately.

MOTION seconded by Lex Smith. Motion carried 14-0.

Action Item 15 – Meeting and Operations Schedule FY2022-23

The Board reviewed the proposed Board and Committee meeting schedule for fiscal year 2022-23. Additionally, the schedule includes holiday closures, operation hours and one-stop operator locations to satisfy the requirements listed in the Grantee/Subgrantee agreement.

MOTION made by Hope Kennedy to approve meeting and operations schedule for FY2022-23.

MOTION seconded by Joelle Neri. Motion carried 14-0.

Information Item 1 – Minutes from April 14, 2022, Executive Committee Meeting

Jerome Salatino reviewed the Executive Committee Minutes from April 14, 2022.

Information Item 2 – Minutes from May 12, 2022, Executive Committee Meeting

Jerome Salatino reviewed the Executive Committee Minutes from May 12, 2022.

Information Item 3 – Board Attendance Record

Jerome Salatino reviewed the Board Attendance Record for program year 2021-22.

Information Item 4 – Financial Reports

Theresa Miner reviewed the Financial Reports.

With no further business to discuss, the meeting adjourned.

ACTION ITEM 2
Approval of Minutes

In accordance with Article X, Section 1 of the approved bylaws, the Board is required to keep correct and complete minutes of the proceedings of any Board or Committee meeting.

Draft minutes of the July 11, 2022 Planning Meeting are presented for review. Any modifications should be requested prior to approval.

FOR CONSIDERATION

Approval of July 11, 2022 Planning Meeting Minutes, to include any modifications or changes noted by the Board.

Planning Meeting Minutes - DRAFT

July 11, 2022 – 12:00 p.m.

Committee Members**Present:** Chuck Gibbons, Joelle Neri**Absent:** None**Quorum Present:** Yes**Others Present:**

PHWB Staff – Jerome Salatino, Ania Williams

Proceedings:

Meeting called to order at 12:00 p.m. by Chuck Gibbons

Public Comments

No public comments were received.

Discussion Item 1 – Planning for PY2022-23

Jerome Salatino spoke about the roles and responsibilities of the Board Chair and Vice-Chair along with the meeting process and structure. Committee members discussed best practices and communication methods for the 2022-2023 program year.

With no further business to discuss, the meeting adjourned.

ACTION ITEM 3
Approval of Minutes

In accordance with Article X, Section 1 of the approved bylaws, the Board is required to keep correct and complete minutes of the proceedings of any Board or Committee meeting.

Draft minutes of the September 7, 2022 Demo Meeting are presented for review. Any modifications should be requested prior to approval.

FOR CONSIDERATION

Approval of September 7, 2022 Demo Meeting Minutes, to include any modifications or changes noted by the Board.

Meeting Minutes - DRAFT
September 7, 2022 – 1.00 p.m.

Committee Members

Present: Turner Arbour, Timothy Beard

Absent: None

Quorum Present: Yes

Others Present:

PHWB Staff – Jerome Salatino, Ania Williams

Pasco County – Steven Smith

GoGig – Chris Hodges, Dwayne Ingram, Casey Patton, Bill Sander

Proceedings:

Meeting called to order at 12:00 p.m. by Jerome Salatino

Public Comments

No public comments were received.

Information Item 1 – GoGig Demo Presentation

Chris Hodges spoke about the GoGig Platform and its benefits to CareerSource Pasco Hernando. He discussed the various features available by demonstrating the process from start to finish.

With no further business to discuss, the meeting adjourned.

ACTION ITEM 4
Training Provider Renewal

The Pasco-Hernando Workforce Board, Inc. (PHWB) under the Workforce Innovation Opportunity Act (WIOA) must approve training providers where WIOA funds are used. For this approval, only one institution has applied, Career Tech, LLC.

Career Tech, LLC is licensed, in good standing, and the programs offered are in line with the Regional Targeted Occupations List.

Career Tech, LLC trains commercial truck drivers (CDL) at a cost of \$5,995.00.

FOR CONSIDERATION

Approval of Career Tech, LLC as training provider for the 2022-2023 program year, as well as permission to enter into an Occupational Skills Service Provider Agreement.

Institution: Career Tech LLC
Street Address: 2219 W Memorial Blvd, Lakeland, FL 33815
Contact Person: Julie Prashad
Contract Email: jprashad@careertech.edu
Contact Phone Number: 863-688-8800

<u>Program</u>	<u>SOC</u>	<u>Cost</u>
Commercial Truck Driver	533030	\$5,995.00
Advanced Commercial Truck Driver	533030	\$12,000.00

ACTION ITEM 5
Approval to Fund the Katherine M. Johnson Annual Scholarship Fund

To commemorate Dr. Katherine Johnson and her many years of dedicated service to the Pasco-Hernando Workforce Board, the Katherine M. Johnson Annual Scholarship Fund was established in 2016. Corporate funds have been and will continue to be used to fund the scholarship.

Eligibility requirements are in place to ensure that funds are being spent as intended and required by Federal and State laws. Applicants must be a resident of Pasco or Hernando County. Preference is given for applicants who are veterans or non-traditional, returning students.

FOR CONSIDERATION

Approval to continue funding the Katherine M. Johnson Annual Scholarship Fund in the amount of \$1,500 per year for the next two years.

ACTION ITEM 6 PEDC Proposal

CareerSource Pasco Hernando (CSPH) seeks to extend its outreach to the valued employers of Pasco County by entering into a collaboration with the local Pasco economic development organization PEDC. The collaboration will include a seat at the PEDC board table to provide input on workforce related issues which can involve making available CSPH resources that could assist in growing and retaining businesses in Pasco County that qualify for CSPH services. The collaboration would allow for sponsorships of business events that would allow outreach to those valued businesses in a summit or award setting. The collaboration will allow for the PEDC to provide business and economic surveys results to CSPH to increase its business service outreach to the business in Pasco that are most in need of CSPH services. The collaboration will allow for the possibility of increased business outreach and a higher return rate of repeat business seeking more services from CSPH one-stops and provide a business service connection. The goal is to increase the customer service to the Businesses in Pasco County. In following the State of Florida DEO policy: none of the dollars used to sponsor the events will be used to purchase food or beverages.

Proposal Return on Investment

Economic Forecast Luncheon – January 2023 (speaker/venue costs) \$3,000.00
GrowPasco – March 4, 2023 (speaker/venue costs) \$1,000.00
NetFest – March/April 2023 (date to be determined) \$3,000.00
Annual Awards – September 2023 (date to be determined; speaker/venue costs) \$5,000.00
CEO Seat on PEDC board

FOR CONSIDERATION

Approval to provide a two-year funding for the above mentioned PEDC business events that will assist in employer penetration outreach in Pasco County.

ACTION ITEM 7
WorkforceCONNECT

Created in 2018 based on the recommendation of the Pasco Economic Development Council's Talent Pipeline Task Force, the WorkforceCONNECT program seeks to better connect relationships between industry, education, and workforce development in Pasco County. The program serves as a resource for new and existing businesses, workforce providers and current/prospective employees to identify career-specific pathways in targeted industries. The implementation of the WorkforceCONNECTpasco.com website is the main avenue for accomplishing these goals. The website features clear career pathways for job seekers, built with the needs of employers in mind, and represents all the resources that Pasco County has to offer. It also assists employers locate and connect with training programs, non-profits, and workforce development organizations, including CareerSource Pasco Hernando. Since its launch in January of 2020 workforceCONNECTpasco.com has assisted over 6,400 unique users, and with the help of additional outreach such as our "CONNECT with your future" video campaign, that number continues to grow every day. Additional outreach planned for FY2022/2023 includes additional video testimonials of people working in Pasco careers that will be shared and promoted through social media targeted at Pasco's young adults. The program is maintained by the Pasco EDC and was built with support from the Penny for Pasco Sales Tax Referendum, and CareerSource Pasco Hernando. CareerSource Pasco Hernando has supported the project since its inception.

Proposal Return on Investment

WorkforceCONNECT Program\$10,000.00

FOR CONSIDERATION

Approval to provide two-year funding for the above-mentioned website that can assist in the electronic employer outreach in Pasco County.

INFORMATION ITEM 1
Minutes from August 18, 2022 Executive Committee Meeting

Pursuant to Section 6 of Article VII of the Bylaws, all action by the Executive Committee shall be reported to the Board of Directors at its meeting next succeeding such action.

The following item is presented for the Board's information.

No action is required.

Executive Committee Meeting Minutes - DRAFT

August 18, 2022 – 10:00 a.m.

Committee Members

Present: Mark Barry, Mark Earl, Chuck Gibbons, Joelle Neri, Lex Smith

Absent: None

Quorum Present: Yes

Others Present:

PHWB Staff – Brenda Gause, Dave Hamilton, Theresa Miner, Kenneth Russ, Jerome Salatino, Ania Williams

The Hogan Law Firm – Jennifer Rey

Pasco County – Steven Smith

GoGig – Chris Hodges and Casey Patton

Proceedings:

Meeting called to order at 10:00 a.m. by Chuck Gibbons

Public Comments

No public comments were received.

Action Item 1 – Approval of May 12, 2022, Executive Committee Meeting Minutes

Chuck Gibbons asked the Committee members to review the minutes from the May 12, 2022 Executive Committee meeting for any corrections or comments. Hearing none, a motion was made to accept the minutes of the meeting.

MOTION was made by Mark Earl and seconded by Joelle Neri to approve the minutes. MOTION carried 5-0.

Action Item 2 – Budget

Committee members reviewed the operating budget for program year 2022-2023. This budget, with approval from the Executive Committee, will be sent to the Board of County Commissioners for their approval. The fully approved budget will be sent to the state to meet their October 1 deadline.

MOTION was made by Mark Barry and seconded by Joelle Neri to approve the budget. MOTION carried 5-0.

Action Item 3 – Gulf Coast Contract Amendment

The Committee reviewed the request to approve the contract amendment for Gulf Coast Jewish Family and Community Services. The state funding for services to the Non-Custodial Parents has increased from \$250,000 to \$500,000 for the 2022-23 program year.

MOTION was made by Lex Smith and seconded by Mark Earl to approve the contract amendment. MOTION carried 5-0.

Action Item 4 – Local Workforce Plan Two-Year Modification

The Committee reviewed the Local Workforce Plan Modification prior to being submitted to the Pasco and Hernando County Chief Elected Officials for approval. The approved plan will be sent to CareerSource Florida to meet their October 3 deadline.

MOTION was made by Mark Barry and seconded by Lex Smith to approve the Local Workforce Plan Two-Year Modification as is. MOTION carried 5-0.

Action Item 5 – Training Provider Renewal

The Committee reviewed the request to add Ultimate Medical Academy to the training provider list for the 2022-2023 program year and to enter into an Occupational Skills Service Provider Agreement.

MOTION was made by Mark Barry and seconded by Lex Smith to approve the training provider and enter into a service provider agreement. MOTION carried 5-0.

Action Item 6 – Board Candidate

The Committee reviewed the recommendation for Matthew Maggard for presentation to the Pasco County Board of County Commissioners for appointment to the Pasco-Hernando Workforce Board. Mr. Maggard has been nominated to fill the vacancy under the business sector.

MOTION was made by Mark Earl and seconded by Joelle Neri to recommend the approval of Matthew Maggard for appointment to the Board. MOTION carried 5-0.

Information Item 1 – GoGig Presentation

Jerome Salatino spoke about the GoGig Platform as an enhancement to our labor exchange system.

Information Item 2 – Office Closure

Jerome Salatino informed the committee members of an upcoming office closure on September 26, 2022 for staff training purposes.

Discussion Item 1 – Severance Package

Jerome Salatino discussed layoff and severance policy options along with its requirements and limitations.

With no further business to discuss, the meeting adjourned.

INFORMATION ITEM 2
One Stop Operator

The following item is presented as information for the Board.

No action is required.



ONE STOP OPERATOR

Gulf Coast Jewish Family & Community Services (GCJFCS) has been CareerSource Pasco Hernando's (CSPH) One Stop Operator (OSO) since October 2019. Services that are provided include reports for Partner Program Performance, sharing information between CSPH and partner agencies through Quarterly Partner Meetings and in-person or telephonic one on one meetings. The OSO may also assist with tracking within the One Stop including traffic flow, tracking in-house recruitments, placements and services as needed by CSPH.

GULF COAST JEWISH FAMILIES

Non-Custodial Parent Employment Program (NCPEP) assists unemployed or underemployed noncustodial parents in establishing a pattern of regular child support payments by obtaining and maintaining unsubsidized, competitive employment. We have had 1,236 enrollments since July 1 with 662 placements and over 551 Non-Custodial Parents have made on time child support payments and 106 have received a pay increase. Of the 551 placed 509 have retained their position for over 180 days.

SECTOR STRATEGY

CSPH continues to place a strong emphasis on our targeted sector strategies. Those sectors include Healthcare, Manufacturing, Construction Retail, Transportation, Warehouse, Finance and Technology. Through June 2022 CSPH has over 1,843 job openings with approximately 98 customers being placed into one of these sectors.

VETERANS

CareerSource Pasco Hernando is dedicated to the delivery of services to veterans. Veterans are identified at the point of entry to each center and are given priority over non-veterans with respect to all Department of Labor funded programs and services. CSPH has assisted with 191 Veterans obtaining employment with our Veteran staff visiting nearly 183 of our local Employers. CSPH has also held 6 Job Fairs specifically for our Veterans.

YOUTH

The CareerSource Pasco Hernando Youth Program is designed to serve at-risk young adults between the ages of 18-24 overcome obstacles and barriers on their way to self-sufficiency. Since July 1, 77 participants have gained employment with 126 participants earning a nationally recognized credential that will assist them in their pursuit of employment.

YOUTH PRE-MILITARY EMPLOYMENT

The CareerSource Pasco Hernando Youth Pre-Military enrollment Program is designed to serve qualifying young adults between the ages of 18-24 overcome obstacles and barriers on their way to military enlistment. Education, support services, and paid work experience opportunities are personalized to fit each participant's goals for success. We have had 7 enroll in the program with 2 currently in progress. 3 have already deployed for basic training.

TOBACCO FREE FLORIDA

CareerSource Pasco Hernando partners with Tobacco Free Florida in assisting individuals locally that wish to quit using all types of tobacco. Tobacco Free Florida provides free services, tools and tips to assist our customers and their loved ones with quitting tobacco use. CareerSource Pasco Hernando (CSPH) was awarded the Dr. Rosebud Foster Excellence Award for the most customers referred out of all 24 Regions in the State of Florida 3 years in a row. Though June we have assisted over 228 customers in quitting tobacco.

YTD Summary: Program Year 2021/2022



9,776 Businesses Served (16% increase)

Total Services Provided: 31,967
Date Range: 7/1/21 – 6/30/22

5,334 New Job Postings (19% decrease)

Date Range: 7/1/21 – 6/30/22

\$75,802.68 CT & OJT (84% decrease)

32 Customers Trained
Date Range: 7/1/21 – 6/30/22



9,379 Job Seekers Served (43% decrease)

Total Services Provided: 59,220
Date Range: 7/1/21 – 6/30/22

1,675 Job Seekers Entered Employment (20% decrease)

191 Veterans found employment
Date Range: 7/1/21 – 6/30/22

\$16.44 Average Hourly Wage (10% increase)

Date Range: 7/1/21 – 6/30/22



13,979 Customers Served in Resource Room Appointments

Date Range: 7/1/21 – 6/30/22

92,260 Calls, Chats, and Virtual Contacts

Made by ESC, RR, and RESEA Staff
Date Range: 7/1/21 – 6/30/22

4,612 Virtual Courses Completed

By Job Seekers
Date Range: 7/1/21 – 6/30/22



4,378* Covid-19 Related Initial Claimants

Hernando County: 1,202
Pasco County: 3,176
Date Range: 7/1/21 – 6/25/22

93,318* Covid-19 Related Initial Claimants

Combined Hernando/Pasco
Date Range: 3/1/20 – 6/25/22

395 Cash Assistance Open Cases (Avg. Monthly Total)

Date Range: 7/1/21 – 6/30/22

655 SNAP Open Cases (Avg. Monthly Total)

Date Range: 7/1/21 – 6/30/22



90 WIOA Youth Program Found Employment or Enrolled in Post-Secondary Education (16% decrease)

Date Range: 7/1/21 – 6/30/22

125 WIOA Youth Earned a Credential (44% decrease)

Date Range: 7/1/21 – 6/30/22

50 WIOA Youth Completed Internship Opportunities (26% decrease)

Date Range: 7/1/21 – 6/30/22



110 WIOA AD/DW Enrollments

48 Customers in Pipeline
Estimated ITA of \$279,500.00
Date Range: 7/1/21 – 6/30/22

86 WIOA AD/DW Gained Employment

74 Placements in Sector Strategy Fields
Date Range: 7/1/21 – 6/30/22

Targeted Sectors: Construction, Finance, Healthcare, IT, Manufacturing, Retail Trade, Transportation & Warehousing

INFORMATION ITEM 3
Letter Grades for Performance

The following item is presented as information for the Board.

No action is required.



Local Workforce Development Board Letter Grades

Florida's 2021 Reimagining Education and Career Help (REACH) Act is a comprehensive blueprint for enhancing access, alignment and accountability across the state's workforce development system, which spans Florida's workforce, education, and public assistance programs. With a focus on improved accountability, the law calls for the REACH Office, within the Executive Office of the Governor, to develop criteria for assigning a letter grade to each local workforce development board and for CareerSource Florida to assign and make the letter grades public annually.

The new letter grade system will benefit the 24 local workforce development boards, and the businesses and job seekers they serve, by providing a standard, statewide system of assessment that allows local workforce development boards to identify areas in which they excel and areas that can be strengthened to improve outcomes.

Collaborative Approach

With the passage of the REACH Act, the REACH Office convened an interagency workgroup in November 2021 to collaborate on the development of a standard and outcome-based set of metrics that would ultimately be used to determine letter grades for each local workforce development board. The workgroup included representatives from local workforce development boards and subject matter experts from CareerSource Florida, the Florida Department of Economic Opportunity, the Florida Department of Education, and the Florida Department of Children and Families. Along with a statewide survey of all local workforce development boards to identify various performance metrics, the team held several statewide discussions and listening sessions with local workforce development board leaders. This collaborative approach included a review of past performance programs; discussion on the current and future priorities of the workforce development system, particularly under the REACH Act and the federal Workforce Innovation and Opportunity Act (WIOA); and the opportunity for review and feedback by local workforce development boards on the proposed metrics and methodology applied to historical data starting with program year 2017-2018.

The feedback received from local workforce development boards was invaluable and led to the creation of the final set of metrics and methodology to determine letter grades. Specific contributions by the local workforce development boards included:

- Review of baseline data for letter grade metrics starting with program year 2017-2018.
- Revisions to the final calculations of individual measures including:
 - Adjusting the final year-over-year score for the Business Penetration metric to ensure high performing local workforce development boards are not penalized for maintaining high performance.
 - Expanding the Participants in Work-Related Training metric to include work experience activities.
 - Adding an extra credit measure to reward local workforce development boards that serve more individuals on public assistance.
 - Refining the populations included in numerators and denominators.
 - Addition of a plus-minus scale for final letter grades.
- Updates to several metric and methodology descriptions for added transparency and clarity.
- Decision to release data on a quarterly basis showing rolling four-quarter snapshots of current-year performance for all metrics.

Metrics & Methodology

The REACH Act calls for the majority of the letter grade to be based on the improvement by each local workforce development board in the long-term self-sufficiency of participants through outcome measures such as reduction in long-term public assistance and the percentage of participants whose wages were higher after program completion compared to wages before participation in a program. With these requirements in mind and with input from the interagency workgroup and feedback from the local workforce development boards, the REACH Office developed the criteria for letter grades based on seven core metrics and one extra credit metric that focus on employment services, training services, business services, and economic self-sufficiency.

Metric	Weight
<p>1. Participants With Increased Earnings</p> <p>The percentage of participants who earned more in the second quarter after exit than before their participation with the local workforce development board.</p> <ul style="list-style-type: none"> • Numerator: The number of exiters from the denominator with higher earnings two quarters after exiting the program than in the earliest of the two quarters prior to participation. • Denominator: The number of distinct exiters from WIOA* (Adult and Dislocated Worker) and Wagner-Peyser programs included in the local workforce development board's federal Employment Rate – 2nd Quarter After Exit metric during the previous program year. <p>Category: Employment and Training Services, Self-Sufficiency Target: 45% Data Source: ETA 9173 Program Performance Reports Cohort Used: PY 2021 Q4, Employment Rate – 2nd Quarter After Exit</p> <p>* Includes WIOA-funded grants.</p>	25%
<p>2. Reduction in Public Assistance</p> <p>The percentage of exiters who received Supplemental Nutrition Assistance Program (SNAP) or Temporary Assistance for Needy Families (TANF) benefits during their active participation with the local workforce development board but were no longer receiving SNAP or TANF benefits in the fourth quarter after exit.</p> <ul style="list-style-type: none"> • Numerator: The number of individuals from the denominator who were no longer receiving SNAP or TANF benefits in the fourth quarter after exiting the workforce development program. • Denominator: The number of exiters from WIOA* (Adult, Dislocated Worker and Youth), Wagner-Peyser, SNAP Employment and Training (SNAP E&T) and TANF programs who received SNAP or TANF cash assistance at any time during their participation with the local workforce development board. <p>Category: Employment and Training Services, Self-Sufficiency Target: 65% Data Source: Employ Florida, One-Stop Service Tracking (OSST) and DCF Recipient Data Cohort Used: January-December 2020</p> <p>* Includes WIOA-funded grants.</p>	25%
<p>3. Employment and Training Outcomes</p> <p>Comprises the existing 18 federal accountability measures for local workforce development boards within the WIOA Primary Indicators of Performance (Employment Rate – 2nd Quarter After Exit, Employment Rate – 4th Quarter After Exit, Median Earnings – 2nd Quarter After Exit, Credential Attainment, and Measurable Skill Gains) for Adult, Dislocated Workers, Youth and Wagner-Peyser programs.</p> <ul style="list-style-type: none"> • Numerator: The number of federal metrics from the denominator for which the local workforce development board reached at least 90% of its negotiated target. • Denominator: The number of federal WIOA Primary Indicators of Performance metrics in the current program year for WIOA (Adult, Dislocated Worker and Youth) and Wagner-Peyser programs. <p>Category: Employment and Training Services Target: 100% Data Source: ETA 9173 Program Performance Reports Cohort Used: PY 2021 Q4 Report cohorts</p>	20%

Metric	Weight
<p>4. Participants in Work-Related Training</p> <p>The percentage of all job seekers who received work-related training including occupational skills training, on-the-job training and other work-based learning models, registered apprenticeships, and customized training for employers.</p> <ul style="list-style-type: none"> • Numerator: The number of participants from the denominator who received work-related training services. • Denominator: The number of participants served in the current program year by a local workforce development board within the following programs: SNAP E&T, Welfare Transition, WIOA* (Adult, Dislocated Worker and Youth), National Dislocated Worker Grant, Wagner-Peyser and Trade Adjustment Assistance (TAA). <p>Category: Training Services Target: 25% Data Source: ETA 9173 Program Performance Reports, One-Stop Service Tracking (OSST) Cohort Used: July 2021-June 2022</p> <p><small>* Includes WIOA-funded grants.</small></p>	10%
<p>5. Continued Repeat Business</p> <p>Percentage of business establishments served in prior three years that continued to be served in the current program year.</p> <ul style="list-style-type: none"> • Numerator: The number of employer worksites from the denominator that received a core business service in the current program year. • Denominator: The number of employer worksites that received a core business service from the local workforce development board in the previous three program years. <p>Category: Business Services Target: 35% Data Source: Employ Florida Cohort Used: Numerator: July 2021-June 2022 / Denominator: July 2018-June 2021</p>	5%
<p>6. Year-Over-Year Business Penetration</p> <p>The percentage point difference in the number of business establishments served in the current program year compared to the prior year. Each local workforce development board is assigned a percentage as the percent target met based on the year-over-year increase or decrease, as follows:</p> <ul style="list-style-type: none"> • $\geq 4\%$ increase = 100% • 2% – 3.9% increase = 90% • 0% – 1.9% increase = 80% • -0.1% – -2% increase = 70% • -2.1% – -4% decrease = 60% • -4.1% – -6% decrease = 40% • -6.1% – -8% decrease = 20% • $< -8\%$ decrease = 0% <p>Local workforce development boards achieving greater than 90% overall business penetration will not be penalized for maintaining year-over-year comparable business penetration.</p> <p>Annual Business Penetration Calculation:</p> <ul style="list-style-type: none"> • Numerator: The number of employer worksites from the denominator that received a core business service from the local workforce development board during the program year. • Denominator: The number of active employer worksites in Employ Florida for each local workforce development board during the program year. <p>Category: Business Services Target: 100% Data Source: Employ Florida Cohort Used: July 2021-June 2022</p>	5%

Metric	Weight
<p>7. Completion-to-Funding Ratio</p> <p>Compares a local workforce development board's share of statewide WIOA and Wagner-Peyser exiters with the local workforce development board's share of statewide funding allocations.</p> <ul style="list-style-type: none"> • Numerator: The percentage of distinct exiters from WIOA* (Adult, Dislocated Worker and Youth) and Wagner-Peyser programs included in the local workforce development board's federal WIOA Employment Rate – 2nd Quarter After Exit metric. • Denominator: The percentage of the local workforce development board's share of statewide WIOA*, Supplemental WIOA Dislocated Worker, Wagner-Peyser, Reemployment Services and Eligibility Assessment (RESEA), and Veteran annual funding allocation for the current program year. <p>Category: Employment and Training Services Target: 100% Data Source: DEO Finance and Accounting, ETA 9173 Program Performance Reports Cohort Used: Numerator: April 2021-March 2022 / Denominator: July 2021-June 2022</p> <p><small>* Includes WIOA-funded grants.</small></p>	10%
Total Weight: 100%	
<p>Extra Credit Metric: Serving Individuals on Public Assistance</p> <p>Local workforce development boards can earn up to an additional five percentage points for serving individuals on public assistance. Extra credit is calculated as follows:</p> <ul style="list-style-type: none"> • Numerator: The number of individuals from the denominator who received SNAP or TANF benefits during their participation period. • Denominator: The number of participants served in the current program year by a local workforce development board within the following programs: SNAP E&T, Welfare Transition, WIOA (Adult, WIOA Dislocated Worker and Youth) and Wagner-Peyser. <p>Extra credit points will be awarded as follows:</p> <ul style="list-style-type: none"> • $\geq 50\%$ = 5 points • $\geq 46\% < 50\%$ = 4 points • $\geq 44\% < 46\%$ = 3 points • $\geq 42\% < 44\%$ = 2 points • $40\% < 42\%$ = 1 point <p>Category: Employment and Training Services, Self-Sufficiency Data Source: ETA 9173 Program Performance Reports, OSST, DCF Recipient Data Cohort Used: January-December 2021</p>	Up to 5 % points

Calculations & Grade Determination

As data becomes available, on a rolling four-quarter basis, 1) A raw percentage value will be calculated for each metric using the numerator and denominator definitions above; 2) The percentage of the target achieved per metric will then be calculated by dividing the raw percentage value by the metric's target (capped at 100%); and 3) The percentage of the target achieved will then be multiplied by the metric's percentage weight for weighted results per metric.

CALCULATION EXAMPLE
<p>1) $600 \text{ (numerator)} / 2,000 \text{ (denominator)} = 30\% \text{ (raw percentage)}$</p> <p>2) $30\% \text{ (raw percentage)} / 25\% \text{ (target)} = 120\%$ 120% is then capped at 100%</p> <p>3) Example: $100\% \text{ (percentage of target met)} * 10\% \text{ (measure weight)} = 10 \text{ percentage points (weighted result)}$</p>

The weighted results will then be summed for an annual score that translates into a letter grade using the following scale:

A+: ≥ 97	C+: 77 to < 80
A: 93 to < 97	C: 73 to < 77
A-: 90 to < 93	C-: 70 to < 73
B+: 87 to < 90	D: 60 to < 70
B: 83 to < 87	F: < 60
B-: 80 to < 83	

Next Steps

With the completion of the final data report to the U.S. Department of Labor (USDOL) for program year 2021-2022, the data for the baseline letter grades are currently being aggregated and calculations are underway. An online platform on CareerSource Florida's Analytics website is being developed to house the letter grades and supporting information.

Once program year 2021-2022 baseline letter grades are released in October, the letter grades web pages on CareerSource Florida's Analytics website will be available.

INFORMATION ITEM 4
Board Training

The following item is presented as information for the Board.

No action is required.

Agenda

- **Overview of WIOA**
 - System structure
 - Funding
 - Partners
 - State and local goals
- **Roles and Responsibilities**
 - CLEO
 - Fiscal Agent
 - LWDB
 - Sunshine Law, Conflict of Interest
 - Board Member Manual
- **Performance and Funding**
 - Budget
 - Performance Indicators, Targeted Sectors, Special Projects