

## **CareerSource Tampa Bay One-Stop Committee Minutes**

Date: August 21, 2109  
Location: 9215 N Florida Ave., Ste. 101, Tampa, FL

### **Call to Order**

Chair John Howell called the meeting to order at 9:00 a.m. There was a quorum present with the following One-Stop Committee members participating.

### **Committee Members in Attendance**

**In Person:** Tom Aderhold, Leerone Benjamin, Ryan Buckthorpe Representative for Ginger Clark, Marcella Blanchett attending for Mireya Hernandez, and John Howell.

**By Phone:** Richard Cranker and Elizabeth Gutierrez.

### **Committee Members Not in Attendance**

Stephanie Brown-Gilmore, Michael Ramsey and Paul Orvosh.

### **Staff**

Juditte Dorcy, Jody Toner, Sheila Doyle, Anna Munro, Christina Witt, Dan Schneckenburger, Melissa Carroll, Tammy Stahlgren and Fabian Brathwaite.

### **BOCC Liaison**

Kenneth Jones (via phone)

### **Other in attendance**

Dan McGrew

### **Public Comments**

There were none.

**The agenda items are listed in the order of discussion.**

▶ [Indicates Committee Action](#)

### **Action Items**

- ▶ **Action Item #1 Approval of Minutes May 22, 2019 One Stop Committee Meeting**
  - [A motion to approve the minutes of May 22, 2019 One Stop Committee meeting minutes was made by:](#)
  - [Motioned: Tom Aderhold](#)
  - [Seconded: Marcella Blanchett](#)
  - [The motion passed unanimously.](#)

### **Information Items**

1. One Stop Operator Update / Portal Update  
(Refer to Page 6 of the August 21, 2019 One-Stop Committee Agenda Packet)  
CSTB defines the role of a One Stop Operator as an entity that coordinates the service delivery of participating one stop partners and service providers within Career Centers.
2. Online Partner Portal Presentation  
(Refer to Page 7 of the August 21, 2019 One-Stop Committee Agenda Packet)  
A presentation of the Online Partner Portal which is used by our mandatory partners, was provided by Dan McGrew. Refer to the agenda packet for the entire presentation.

3. CSTB Center Locations update given by Jody Toner  
(Refer to Page 16 of the August 21, 2019 One-Stop Committee Agenda Packet)  
A graphic display of CSTB's 5 offices. Location #1 Tampa- N. Florida location is the comprehensive center, all other locations are satellite locations. If any board would like to tour any of the locations please let us know.
4. Summer Job Connection update given by Jody Toner  
(Refer to Page 17 of the August 21, 2019 One-Stop Committee Agenda Packet)  
Invitations will be sent out soon for the Program End Award Celebration scheduled for August 30, 2019.
5. One Stop Goals - Strategic Goals Update for 2019 – 2020 update given by Jody Toner  
(Refer to Page 18 - 26 of the August 21, 2019 One-Stop Committee Agenda Packet)  
Period Covering: July 2018 thru June 2019  
There was a recommendation to add numbers for LVERs (Local Veterans Employment Representatives) in a separate column.
6. WIOA Youth Program update given by Christina Witt  
(Refer to Page 27 of the August 21, 2019 One-Stop Committee Agenda Packet)  
There was no discussion.
7. Migrant and Seasonal Farmworker (MSFW) update given by Jody Toner  
(Refer to Page 28 of the August 21, 2019 One-Stop Committee Agenda Packet)  
There was no discussion.
8. US DOL VETS Technical Assistance Visit (TAV) update given by Jody Toner  
(Refer to Page 29 of the August 21, 2019 One-Stop Committee Agenda Packet)  
The Department of Economic Opportunity (DEO) Veterans Team, in conjunction with US Department of Labor (DOL) Veterans Employment and Training (VETS,) are pleased to announce Local Veteran Employment Representative (LVER) Business Boot Camp Training here at CSTB. This training will provide LVERs and Local Workforce Development Board (LWDB) Business Services teams with the tools and information needed to create successful business engagement programs.  
  
Date of Training  
October 24 – 25, 2019, held at CareerSource Tampa Bay (LWDB 15) 9215 N. Florida Avenue, Suite 101, Tampa, FL 33612
9. Internal Program Monitoring update given by Jody Toner  
(Refer to Page 42 of the August 21, 2019 One-Stop Committee Agenda Packet)  
There was no discussion.
10. Performance Dashboard update given by Jody Toner  
(Refer to Page 43 of the August 21, 2019 One-Stop Committee Agenda Packet)  
There was no discussion.
11. WIOA Primary Indicators Report Q4 update given by Jody Toner  
(Refer to Page 44 of the August 21, 2019 One-Stop Committee Agenda Packet)The PY 18-19 Q4 WIOA Primary Indicators of Performance Report was just released and our region achieved great results again! Of the 14 measures, we exceeded 11 and met 3 (defined as 90-100% of negotiated goal). We knew our relative rankings would drop slightly due to the 740 negative exits that were taken during the past PY.
12. USDOL H 1B Job Training Grant – Tampa Bay Tech ire Program update given by Jody Toner  
(Refer to Page 49 of the August 21, 2019 One-Stop Committee Agenda Packet)  
There was no discussion.

13. Public Relations and Marketing Update given by Doug Tobin  
(Refer to Page 50 of the August 21, 2019 One-Stop Committee Agenda Packet)  
There was no discussion.

### **Board Members Comments**

Tom Aderhold who participates on the Ad Hoc By-Laws committee, mentioned to this committee that there is discussion about combining the One-Stop Committee meeting and the Workforce Solutions Committee meetings.

### **Future Business**

1. Summer Job Connection Program End Awards – August 30, 2019
2. Workforce Professional Development Summit – September 11-13, 2019
3. Business and Education Summit- February 28, 2020

### **Adjournment**

The meeting was adjourned at 10:14 a.m.

Minutes prepared by Tammy Stahlgren, Administrative Services Coordinator.