

**CareerSource Tampa Bay  
Minutes of Workforce Solutions Committee Meeting**

**Date:** May 6, 2020  
**Location:** Zoom Meeting

**Call to Order:** Ben Hom called the meeting to order at 9:06 a.m. There was not a quorum present, with the following Workforce Solutions Committee members participating.

**Members in Attendance**

Benjamin Hom and Michael Bach.

**Members not in attendance**

Robert Coppersmith, Lindsey Kimball, Earl Rahn and Yanina Rosario.

**Staff Present**

Juditte Dorcy, Jody Toner, Doug Tobin, Anna Munro, Chad Kunerth, Christina Witt, Dan Schneckenburger, Fadhail Ibraheem, Jennifer Wilson, Tammy Stahlgren and Melissa Carroll.

**County Liaison**

Kenneth Jones.

**Others Present**

There were none.

**Public Comments**

There were none.

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

▶ **Indicates Committee Action**  
☐ **Indicated Action needed**

**Action/Discussion Items** – There was not a quorum present. No action could be taken.

▶ **Action Item #1 - Approval of Minutes – November 6, 2019**

No discussion

▶ **Action Item #2 – Training Vendor Performance Moratorium**

*(Refer to page 8 of the May 6, 2020 Workforce Solutions Committee Agenda Packet)*

No action could be taken because we did not achieve quorum.

▶ **Action Item #3 – PY 20-21 Workforce Performance Strategic Goals**

*(Refer to page 9 of the May 6, 2020 Workforce Solutions Committee Agenda Packet)*

No action could be taken because we did not achieve quorum.

**Information Items**

Information Item #1 - Workforce Solutions Strategic Goals Update for January 2020 – March 2020 updated by Juditte Dorcy

*(Refer to page 12 - 17 of the May 6, 2020 Workforce Solutions Committee Agenda Packet)*

Juditte Dorcy provided an overview of the Workforce Strategic Goals for the period January 2020 – March 2020.

Goal I: Provide Employers with a Skilled Workforce

- Objective 1: Provide workforce resources to employers.
  - 10 job Orders
  - 1 EWT and IWT
  - 1 QRT and/or OJT

We are anticipating employers are going to take interest in our programs as it will be a great benefit to them as they move forward in building their workforce in the coming months. We will be doing additional marketing to the business community about the programs we have to offer.

Professional Talent of Tampa Bay will be providing Zoom workshops led by HR Professionals. Fox 13 did a story with Indira Chambers (CSTB) on best practices as well on what to do when you have an interview virtually. We are putting together a series of six workshops and will finalize the schedule next week. For more information contact Indira Chambers.

[chambersi@careersourcetb.com](mailto:chambersi@careersourcetb.com)

Our in-house recruitments have been impacted because of COVID 19. We are working on how we are going to continue this virtually. The Business Team has been working on updating Hot Jobs and posting them on the website.

July 22, 2020 Senator Janet Cruz Job Fair. This is currently scheduled as an in-person Job Fair. We will stay in contact with her office to see if this changes because of COVID and social distancing.

Consortiums

Life Science/Healthcare Consortium scheduled for June 6, 2020- Virtually

Information Technology Consortium scheduled for June 11, 2020- Virtually

Objective 2: Identify training opportunities for targeted occupations

We are going to be doing a State of the Workforce Employer Survey. We've been working with our consultant to fine-tune the questions. This should launch later this month. It'll be out for a 30-day period, so we'll be able to come back and provide a very updated real-time analysis of what employers are saying in Hillsborough County. This will allow us to develop programs to meet their needs.

Discussion occurred about what are we doing to connect or assist college graduates. We are working with Tampa Bay Tech and have expanded our virtual job fairs. We are also connecting with graduates via our PPT Program and the Summer Job Connection Program.

Goal II: Develop Effective Employer Based Workforce Programs.

*(Refer to page 14-16 of the November 6, 2019 Workforce Solutions Committee Agenda Packet)*

Objective 1: Increase participation in the On-the-Job Training (OJT) and Paid Work Experience (PWE) Programs.

There's a federal restriction and it is written into our policy that for any of these companies that have had displacement furlough layoffs, we are restricted from working with them under an OJT unless there's a federal waiver, and there has been no federal waiver at this time so we've had to move in the direction of paid work experience.

## Summer Job Connection 2020 Update

CSTB is looking into a Career Exploration program design in lieu of the the traditional Summer Job Connection Paid Work Experience program design due to COVID 19 challenges.

## Employer Survey Results

We are reporting on the overall level of effectiveness in meeting employer needs, a total of 32 responses received and the we overall rating was 75%.

Goal III: Effectively Market and Brand Services and Programs.

*(Refer to page 16 of the May 6, 2020 Workforce Solutions Committee Agenda Packet)*

No discussion.

## Information Item # 2 – PowerPoint Presentation update given by Jody Toner

*(Refer to page 18-37 of the May 6, 2020 Workforce Solutions Committee Agenda Packet)*

The COVID – 19 has impacted the local economy impacting our business community and our vital industries such as agriculture, tourism, and hospitality. Jody Toner highlighted STW and National Unemployment Trends and some of our newest recruitment materials, programs, and services. These resources can be found on our website, featured in our CSTB COVID – 19 Toolkit, and are shared with training providers, partners and key stakeholders.

## Information Item # 3 Performance Dashboard Report by Chad Kunerth

*(Refer to page 54 of the May 6, 2020 Workforce Solutions Committee Agenda Packet)*

The following highlights given:

Individuals served has increased 46%. The majority of that increase is found in the Self-Assisted Category. The number of employed is smaller but that was expected. Wages have increased in all the categories except for adult median wage, which was down 83%.

## Information Item # 4 Training Vendor Outcome Report – Update given by Chad Kurnerth

*(Refer to pages 55- 59 of the May 6, 2020 Workforce Solutions Committee Agenda Packet)*

This report is a snapshot of our performance through the third quarter. There are 112 different programs. 25 programs on the list have not met any of the metrics. 30 of them have met one metric, and 40 of them met two metrics, and 17 have met all three metrics.

## **Reports – Industry Insights**

### Education

No updates given.

### Economic Development

No updates given.

## **Future Business**

The Workforce Solution Committee sunsets at the end of PY 19-20 and merges into the newly formed Workforce Performance Committee effective July 1, 2020.

## **Adjournment**

The meeting was adjourned at approximately 10:43 a.m.

Minutes submitted by Tammy Stahlgren – Administrative Services Coordinator