

CareerSource Tampa Bay

Minutes of Ad Hoc Workforce Selection Committee Meeting

Date: December 1, 2020
Location: Zoom Meeting

Call to Order

Chair Don Noble called the meeting to order at 9:01 a.m. There was a quorum present with the following Ad Hoc Workforce Selection Committee members participating:

Board Members in attendance

Rick Bennett, Sean Butler, Lindsey Kimball, and Don Noble

Board members not in attendance

Steve Morey.

Staff Present

John Flanagan, Sheila Doyle, Anna Munro, Melissa Carroll, Jody Toner, and Tammy Stahlgren.

BOCC Liaison/Representative

Ken Jones.

Others

Mike Lawrence – CWA

Roy Vanderford – CWA

Sharron Parry – CWA

Mary Helen Farris – Hillsborough County

The items are listed in the order of discussion.

- ▶ Indicates Committee Action
- Indicates Action Needed

Pledge of Allegiance

The Pledge of Allegiance was led by Don Noble

Public Comments

There were none.

Discussion Item

I. Procurement Team: Melissa Carroll/Anna Munro

1. Thank you to the Ad Hoc Selection Members for their time and participation
2. Discussed housekeeping items to include:
 - a. Those attending not part of technical, review, or procurement team please mute microphones and refrain from making comments or submitting questions
 - b. Personal notes are not public record until they circulated for review, comments, or considerations to the Ad Hoc committee.
 - c. This solicitation is under the cone of silence. Questions to should be directed to Anna Munro and Melissa Carroll.
3. Basis of Scoring
 - a. Comments, questions, and the scores provided should be solely based on the RFP and the proposal. Previous experience and other research done on your own should not be put into consideration.
4. Reviewed Scoring Matrix Template

II. Technical Consultant's: Sharron Parry

1. High level review of all the proposals for the Business Services and WIOA Adult and Dislocated Worker Services component.
 - a. C2 GPS
 - b. Grant Associates
 - c. Eckerd Connects

- d. EDSI
- e. Kaiser/DWFS
- 2. High level review of all the proposals for the One Stop Operator and Career Services component.
 - a. Arbor/Equus
 - b. C2 GPS
 - c. Grant Associates
 - d. Eckerd Connects
 - e. EDSI
 - f. JobWorks
 - g. Kaiser/DWFS

III. Procurement Team: Melissa Carroll/Anna Munro

- 1. Discussed future committee meetings
- 2. Scoring Matrix due Friday, 12/4/2020 by close of business
- 3. Follow-up meeting scheduled 12/7/2020
 - a. Review scores and strengths/weaknesses
 - b. Selection of respondents for presentation
 - c. Determine presentation topics and questions
- 4. Respondents Presentations (TBD) for the first 2 weeks of January 2021
- 5. Ad Hoc Selection Meeting (TBD) for the 3rd week of January 2021
 - a. Selection to be made and presented in March Board meeting
- 6. Committee Chair present selections to March 2021 Board meeting.

The next meeting is scheduled for December 7, 2020.

The meeting was adjourned at 10:04 a.m.

Minutes submitted by Melissa Carroll, Program Coordinator.