



# Workforce Performance Committee Minutes

CareerSource Tampa Bay  
Aug 2, 2023 at 9:00 AM EDT

## **Attendance**

### **Present:**

Members: Meredith Abel (remote), Stephanie Brown-Gilmore (remote), John Howell (remote)

### **Absent:**

Members: Joseph Eletto, Jermaine White

## **Attendance**

### **Present:**

Members: Rich Beynon (remote), Leondra Foster (remote), Anna Munro (remote), Armando Perez (remote), Saleema Bennett (remote), Dr. Byron Clayton (remote), Sheila Doyle (remote), Chad Kunerth (remote), Mario Rodriguez (remote), Michelle Schultz (remote), Don Shepherd (remote), Tammy Stahlgren (remote), Doug Tobin (remote), April Torregiante (remote), Michelle Zieziula (remote)  
Guests: Marcela Blanchet -Division of the Blind (remote), Paul Casebolt - EDSI (remote), Kiani Bowman - EDSI (remote), Michelle Moeller (remote)

I. Call to order, Welcome and Roll Call (Presenters: John Howell)

Chair, John Howell called the meeting to order at 9:06 a.m. There was a quorum present.

II. Public Comments

There were none.

III. Action / Discussion Items

A. Approval of Minutes - May 3, 2023, Workforce Performance Committee Meeting (Presenters: John Howell)

**Motion:**

To approve the minutes from the May 3, 2023, Workforce Performance Committee Meeting

Motion moved by Meredith Abel and motion seconded by Stephanie Brown-Gilmore.  
Motion carried.

B. CareerSource Tampa Bay Policy Revision (Presenters: April Torregiante)

**Motion:**

To approve the CareerSource Tampa Bay Board Policy Revisions for Eligible Training Provider List (ETPL)

Motion moved by Stephanie Brown-Gilmore and motion seconded by Meredith Abel.  
Motion carried.

- C. CareerSource Tampa Bay and CareerSource Pinellas ([CSPIN](#)) Combined Eligible Training Provider and Programs List (Presenters: Anna Munro)

**Motion:**

To approve CSPIN's training programs be added to CareerSource Tampa Bay's Eligible Training Provider List.

Motion moved by Meredith Abel and motion seconded by Stephanie Brown-Gilmore.  
Motion carried.

- D. Approval of Training Programs (Presenters: Anna Munro)

**Motion:**

To approve Florida Trade Academy's [application for new](#) training programs.

Motion moved by Meredith Abel and motion seconded by Stephanie Brown-Gilmore.  
Motion carried.

- E. Approval of Training Provider (Presenters: Anna Munro)

**Motion:**

To approve St. Petersburg College's application as a new training provider to include the training programs as listed.

Motion moved by Stephanie Brown-Gilmore and motion seconded by Meredith Abel.  
Motion carried.

#### IV. One Stop Delivery Systems

- A. Career Services Presentation (Presenters: Armando Perez)

The Wagner-Peyser program provides services for individuals authorized to work in the US. Enrollment is via CSTB centers or EmployFlorida.com. Services include job search, placement assistance, employer recruitment, counseling, labor market information, assessment, referral, and technical services. Additional tools are offered like Clarity Pod, Career Pathways Portal, industry videos, skills assessments, and workshops. These aim to improve job seekers' chances of finding suitable employment.

- B. Provision of Services to Individuals with Disabilities (Presenters: April Torregiante)

CareerSource Tampa Bay has a dedicated Disability Navigator within our centers and ~~She~~ is available to meet with customers at any of our centers ~~with any individual~~ who has self-identified as having a disability, to help them navigate the services within CareerSource Tampa Bay. We aim to support and assist individuals with disabilities in gaining meaningful employment and overcoming barriers. These services include skills assessment, vocational counseling, workplace accommodation, and job training. By providing personalized support, the goal is to empower and enable participants to achieve long-term career success.

## V. Information Items

Information Item A. - The One-Stop Operator Update was reviewed. Information Items B, C, D, & E were provided in the packet for the committee members to review. There were no questions from the committee, therefore the information items were not reviewed or discussed.

### A. One-Stop Operator Update (Presenters: Paul Casebolt)

The Workforce Performance Committee's One Stop Operator Report for August 2023 outlines partner development and programming for CareerSource Tampa Bay (CSTB). Their goal for the 2023-24 program year is to add eight new partners, they have added three as of July 25, 2023. The new partners are Bay Area Youth Services (BAYS), Feeding Tampa Bay (FTB), and Year Up. CSTB is also working on potential partnerships with More Too Life (MTL), Standard Communities, Redlands Christian Migrant Association (RCMA), and Lighthouse Gospel Mission (LGM). To further improve their programs, CSTB plans to implement mandated partner training and host a Community Partner Resource Fair for staff and community members.

### B. PY22-23 Strategic Metrics Dashboard Update

### C. PY 22-23 Training Provider Performance Report

### D. PY 23-24 Targeted Sector Employer Report

### E. REACH Performance Review

## VI. Future Business

The committee addressed the possibility of resuming in-person meetings, highlighting the benefits of fostering collaboration, communication, and cooperation among staff and board members. All members agreed that it was good idea. The next Workforce Performance committee meeting will be held in person with a hybrid option to attend.

## VII. Adjournment

The meeting adjourned at 9:55 a.m.

Minutes prepared by Tammy Stahlgren, Administrative Services Coordinator.