



Career Pathways Committee

CareerSource Tampa Bay

Oct 11, 2023 9:00 AM - 10:00 AM EDT

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1. Career Journey Workshops for AVID Students

2. Alliance for Workforce Innovation for Employers

3. Three-Workshop Series for DJJ Youth

V. Adjournment

A. Next Meeting: January 10, 2024



Career Pathways Committee Minutes

CareerSource Tampa Bay
Jul 12, 2023 at 9:00 AM EDT

Attendance

Present:

Members: Rugina Castillo (remote), April Neumann (remote), Roy Sweatman (remote), Elizabeth Gutierrez (remote), Robert Blount, III (remote)

Absent:

Members: Felicia Bell, Thayne Swenson

Attendance

Present:

Members: Saleema Bennett (remote), Kiani Bowman (remote), Leondra Foster (remote), Chad Kunerth (remote), Dr. Byron Clayton (remote), Tammy Stahlgren (remote), Doug Tobin (remote), April Torregiante (remote), Michelle Zieziula (remote)

Guests: Kiani Bowman -EDSI (remote), Paul Casebolt - EDSI (remote)

- I. Call to Order, Roll Call and Welcome (Presenters: Elizabeth Gutierrez)
Chair, Elizabeth Gutierrez called the meeting to order at 9:02 a.m. There was a quorum present.
- II. Public Comments
There were none.
- III. Action Item
 - A. Approval of Minutes - April 19, 2023 Career Pathways Committee Meeting Minutes (Presenters: Elizabeth Gutierrez)
Motion:
To approve the minutes of April 19, 2023, Career Pathways Committee meeting.

Motion moved by Roy Sweatman and motion seconded by April Neumann.
Motion carried.
- IV. Discussion Items (Presenters: Dr. Byron Clayton)
 - A. Impact of HCPS Leadership Changes (Presenters: Dr. Byron Clayton)
Recent HCPS leadership changes have not impacted our partnership. We have established relationships with leaders and staff at multiple levels within the district so our projects will continue without any delays.

B. Importance of Partnering with HCPS (Presenters: Dr. Byron Clayton)

Dr. Byron Clayton highlighted the importance of partnering with the diverse Hillsborough County Public School System, and emphasized the importance of exposing students to CSTB's programs and services.

C. Data Sharing Agreement

A data-sharing agreement has been established to facilitate sharing of student information while adhering to privacy regulations. This partnership focuses on increasing the pipeline of diverse students into CareerSource programs and ensuring that individuals from low-income backgrounds are aware of available resources.

D. In-Class Workshops

The pilot workshops were successful, with positive student feedback and engagement. Future plans include customized workshops for juniors and seniors and a living wage workshop.

E. Engaging Specific Student Populations

We discussed the student populations that we have targeted such as AVID, DJJ, dropouts, and CTE.

V. Adjournment

The meeting was adjourned at 9:55 a.m.

Minutes submitted by Tammy Stahlgren, Administrative Services Coordinator.

Career Pathways Committee – Relevant Projects
Updated 10-4-2023

1. **Career Pathways Portal** - The Career Pathways Portal is a user-friendly online tool for job seekers, students, parents, and advisors to explore livable wage, upwardly mobile careers in four top career sectors in Hillsborough County: Business & Finance, Healthcare, Information Technology and Skilled Trades. These sectors were identified by CSTB's 2022 Regional Skills Analysis after reviewing wages, demand, growth and diversity. Users explore occupations by career sectors and tracks to better visualize their career options over time. For a user's career of interest, the portal connects them to the training pathways that are specifically registered with CSTB make it easier and faster for us to help them. Also, the user can generate a Career Advancement Plan that can be shared with their career coach, counselor or parent. The portal can be accessed at www.cstbpathways.com.
2. **Career Journey Workshops** – Career Journey Workshops teach participants a simple three-step process to advance their careers. Participants learn (a) how to select their first or next career milestone, (b) how to evaluate career pathways the best fit for you, and (c) how to overcome career barriers. The goal is to design workshops in the 1st quarter of 2023 for an April 2023 pilot in the HCPS high school AVID program. We have been approved by HCPS and AVID program leadership to proceed to next steps. We are also targeting the Dept. of Juvenile Justice population by collaborating with BAYS, Safe and Sound, and the Florida Dept. of Juvenile Justice to pilot the workshops.
3. **Living Wage Workshops** – Living Wage Workshops teach participants what the living wage is and why it is important to understand. Participants learn about the percentage of households in Hillsborough County that are below the living wage by race, gender and age. They also learn how to use online tools to explore living wage careers and training pathways to qualify for them. The workshop is intended to integrate with the mandatory financial literacy course for HCPS high school students.
4. **Job Quality Workshops** - The Good Jobs and Equity Project is nationwide effort to improve job quality and advance workforce equity. CSTB was one of 20 regions selected for Phase 1 Exploration, and one of 10 selected for Phase 2 Design/Implementation. As part of this project, we will create and conduct Job Quality Workshops that leverage a framework, scorecard, research methods, and interviewing techniques to teach job seekers how to assess job quality. The goal is to help job seekers from all backgrounds find jobs with better pay and benefits, career advancement opportunities, workplace cultures and employee support services.
5. **Alliance for Workforce Innovation (AWI)** – CSTB is transitioning the Manufacturing Alliance of Hillsborough County to the Alliance of Workforce Innovation (AWI). AWI will focus on informing local employers about best practices in workforce innovation via an online Best Practices Library and virtual Best Practice Forums. The goal is to foster formal and informal partnerships by local employers to implement new but proven approaches to reduce workforce shortages. Over time, the goal is for AWI to serve as a fund-raising consortium

to pursue grants for workforce innovation projects. The website can be accessed at www.cstbinnovation.com.

6. **Credit for Prior Learning (CPL) Project** – CSTB has partnered with CAEL (Consortium of Adult and Experiential Learning) and Pasco Hernando State College (PHSC) to design CPL pathways to shorten the time and cost to gain college credentials. The goal is to create a pipeline of graduates from non-credit training programs in IT and entrepreneurship who get college credit from PHSC toward specific courses in online training programs. HCC is interested in creating a similar pipeline using their existing CPL processes.
7. **Youth Success Research** - United Way Suncoast hired CSTB to review the latest research on key drivers of youth success (ages 10 to 24) and how well they align with the work of organizations in their 5-county footprint. CSTB will work with key regional stakeholders to analyze the findings to help inform and guide emerging UWS strategies for community investments. The findings will also help inform and guide CSTB priorities, particularly in addressing barriers to training and employment. .
8. **ROI Toolkit for Apprenticeship Programs** – Return on investment (ROI) calculators are a standard decision-making tool for companies to budget and invest their capital. ROI calculators for apprenticeship programs exist but can be very challenging to use. CSTB is leading a project of the Mayor’s Workforce Committee to enhance the existing U.S. Dept. of Commerce spreadsheet with additional tabs to simplify its use. Phase 2 of the project will transition the spreadsheet to an online tool, similar to the Oregon Apprenticeship ROI Calculator.
9. **Earn and Learn Program Inventory** – CSTB is leading a project of the Mayor’s Workforce Committee to create and maintain an Earn and Learn Program Inventory. The inventory will be formatted for access by web-based user interfaces and will be made available for public use. The inventory will list several forms of earn and learn programs such as registered apprenticeships, paid work experiences, CSTB ACE programs, employer training programs, and paid pre-apprenticeship programs.
10. **Assisting Hillsborough County Workforce Development Partners w/ Employ Florida Registrations** – Hillsborough County will require their Workforce Development Partners to work with CSTB to register their clients on Employ Florida to improve outcome tracking. CSTB will sign each partner up as a CareerSource Community Partner in order to utilize the existing staff, processes and Unite Us platform to sign up and track EF registrations.
11. **Department of Juvenile Justice (DJJ) Workshops** – A three-workshop series is being developed in collaboration with the Florida Dept. of Juvenile Justice. The workshops will be provided to youth in DJJ residential facilities. The workshops will equip youth with the knowledge to take control of their career journeys and specifically, a Career Action Plan that they developed. The Career Action Plan will serve as a focus for the youth’s support system once they are released to return to their home regions. He youth’s support system includes their Juvenile Probation Officer, parents, career navigator and CareerSource career coach.

Agenda



1. Call to Order, Roll Call and Welcome
2. Public Comments
3. Approval of Minutes - July 12, 2023 Meeting
4. Discussion Items
 - a. Project Updates – 11 Projects
 - b. Real-Time Poll – 1st, 2nd and 3rd Priorities?
 - Career Journey Workshops for AVID Students
 - Alliance for Workforce Innovation for Employers
 - Three-Workshop Series for DJJ Youth
5. Adjournment
 - a. Next Career Pathways Committee Meeting – January 10, 2024

1. Career Pathways Portal

- Annual update complete for occupation data, targeted occupations, ETPL, apprenticeships, top posting industries and companies

2. Career Journey Workshops

- Developed separate versions for AVID juniors and seniors.
- Completed senior workshops for Brandon HS and Newsome HS.
- Will expand to AVID in all high schools starting January 2024.

3. Living Wage Workshops

- Website launched on 7/31/2023.
- First best practice forum conducted on 8/24/2023 titled: Leveraging Job Quality to Attract and Retain Top Talent.

4. Job Quality Workshops

- Curriculum and Job Quality Manual completed.
- Workshop titled: Make Your Next Job, Your Best Job!

5. Alliance for Workforce Innovation (AWI)

- Website launched on 7/31/2023.
- First best practice forum conducted on 8/24/2023 titled: Leveraging Job Quality to Attract and Retain Top Talent.

6. Credit for Prior Learning Project

- Articulation agreements approved by PHSC VP level and submitted for final approval by District Board of Trustees.

7. Youth Success Research

- Completed final report and conducted presentation of key recommendations to UWS leadership.

8. ROI Toolkit for Apprenticeship Programs

- Conducted 90-minute workshop on Version 3.15 with real-world examples at Workforce Professional Development Summit.

9. Earn and Learn Program Inventory

- On-hold

10. Assisting HC Workforce Development Partners

- HC informed their partners in July about upcoming changes.
- Executed 1 MOA (potential MOA's – 9)

11. Dept. of Juvenile Justice (DJJ) Workshops

- Working with Secretary Hall, Deputy Secretary Campbell, Assistant Secretary Sims and Director Aguis to design three-workshop series for youth in DJJ residential facilities.

Which initiatives should be 1st, 2nd and 3rd priorities?

- Career Journey Workshops for AVID Students
- Alliance for Workforce Innovation for Employers
- Three-Workshop Series for DJJ Youth

