



Thursday, October 17, 11:00 AM  
 9215 N. Florida Ave., Ste. 101, Tampa FL

## Executive Committee Agenda

- |                     |  |
|---------------------|--|
| 11:00-<br>11:10 AM  | <b>I. Welcome and Roll Call</b> ..... Sean Butler, Chair<br><br><b>II. Public Comments</b><br><br><b>III. Approval of Minutes</b><br>1. August 15, 2019 Executive Committee Minutes ..... Sean Butler, Page 2<br><br><b>IV. Chair’s Report</b> ..... Sean Butler, Page 7<br><br><b>V. Board Counsel Report</b> ..... Jennie Tarr and Katherine Benson<br><br><b>VI. CEO Report</b> .....John Flanagan  |
| 11:10-<br>11:45 AM  | <b>VII. Action/Discussion Items</b><br>1. Outsource of Services - RFP .....Anna Munro, Page 13<br>2. Youth Stem – RFP. ....John Flanagan, Page 15  |
| 11:45 -<br>12:00 PM | <b>VIII. Information Items</b><br>1. Cyber Risk.....John Flanagan, Page 16<br>2. Heat Map : Job Seekers and Employers ..... Chad Kunerth, Page 17<br>3. Job Order Analysis ..... Chad Kunerth. Page 21<br>4. Eligible Training Provider – Waivers ..... Jody Toner, Page 24<br>5. Strategic Plan ..... Mike Lawrence, Page 25<br>6. Compensation and Benefits Study - Update..... Mimi Tran, Page 27<br>7. Business Consortium and Business & Education Summit 2020 .... Juditte Dorcy, Page 28<br><br><b>IX. Future Business</b><br>1. Summer Job Connection Program End Celebration – October 21, 2019 |
| 12:00 PM            | <b>X. Adjournment</b>  |

**Next Meeting Executive Committee Meeting December 19, 2019**



# CareerSource Tampa Bay (CSTB)

## Minutes of Executive Committee Meeting

**Date:** August 15, 2019

**Location:** Career Source Tampa Bay, 9215 N. Florida Ave., Ste. 101, Tampa, FL 33612

### Call to Order

Chair Sean Butler called the meeting to order at 11:02 a.m. There was a quorum present with the following Executive Committee members participating:

### Members in attendance

Sean Butler, Commissioner Sandra Murman Michael Ramsey, Roy Sweatman and Sophia West.

### Not in attendance

Benjamin Hom and Randall King.

### Staff Present

John Flanagan, Juditte Dorcy, Sheila Doyle, Chad Kunerth (Via Phone), Anna Munro, Jody Toner, Doug Tobin, Christina Witt, Dan Schneckenburger, Tammy Stahlgren and Fabian Brathwaite.

### Board Counsel

Charlie Harris

### BOCC Liaison/Representative

Kenneth Jones

### Guest

None

The items are listed in the order of discussion.

▶ Indicates Committee Action

□ Indicates Action Needed

### Public Comments

There were none.

### ▶ Approval of Minutes

### ▶ June 27, 2019 Executive Committee Meeting Minutes

- A motion to approve the minutes of June 27, 2019 Executive Committee Meeting.
  - Motioned: Commissioner Sandra Murman
  - Seconded: Roy Sweatman
- There was no further discussion. The motion passed unanimously.

### Chairman's Report

*(Refer to Page 7 of the August 15, 2019 Executive Committee Agenda Packet for the entire Chair Report)*

Mid-Year Review in July – John Flanagan and Sean Butler will review at next BOD meeting. Any members of the Executive Committee who would like to give input please share your input with John directly.

### Board Counsel Report

Mr. Charlie Harris reported there has been no new contact with the FBI or US Attorney's Office, or any new developments regarding the investigation.

The Interlocal Agreement is pending.

Charlie Harris confirmed that he still works for Career Source Pinellas. Commissioner Murman expressed concerns about current Career Source Pinellas CEO Jennifer Brackney participating in the Audit due to her close relationship with the former administration. There have been ongoing discussions about the expenditures and potential repayments that will depend on the results of the investigation and audit Career Source Tampa Bay needs to go into this audit completely independent. Charlie Harris suggested Commissioner Murman and CSTB BOD Chair Sean Butler call their counterparts at Career Source Pinellas, Commissioner Gerard and BOD Chair Karla Leavelle to express our concerns.

## CEO Report

- 1) Organizational re-alignment
  - a. Community Workforce Advancements consulting to date: Kick off call, creating the document for stakeholder survey. On site August 27<sup>th</sup> for walk through, policy overview, process flow discussion, review of DOL/DEO report and response, and initial vendor procurement discussions
- 2) Inter-local agreement – currently awaiting county's document to share / review with the CSTB Board and Trenam Law.
- 3) Met with Ken Lawson and his team, along with Commissioner Murman and Ken Jones on Friday August 2, to discuss DEO/DOL process for cost mitigation.

## Upcoming events

- 4) Business Summit, February 28, 2020 –Tampa Marriott Waterside - Industry sector and education focused. Looking for keynote speakers (reaching out to governor DeSantis). Will hold a stakeholder panel of industry sector influencers to discuss workforce in Tampa Bay.
- 5) FWDA Annual Conference in September 11-13<sup>th</sup> – Jody Toner and I will be presenting on Youth engagement strategies, and will talk about Summer Job Connection, and its approach toward 100% youth engagement.
- 6) Commissioner Murman's Annual Job Fair took place on August 9<sup>th</sup>, 2019. It was a very successful event, well attended by job seekers and employers.
- 7) Mayor's Workforce Development Taskforce – Was asked to be a part, along with Ginger Clark and Mike Ramsey of CSTB Board. Next meeting is scheduled for August 20, 2019. I will present Labor market data on job posting analytics, in demand industries and occupations, and demographic indicators to help the group pinpoint initiatives.
- 8) I was asked to speak at the EMSI national conference to discuss partnerships opportunities with Chamber and EDO's related to tools like workforce insights, business engagement, and the successes already occurring in Hillsborough County with the partnerships.
- 9) US Conference of Mayors – WDC annual meeting in September. Policy Council will continue its work on WIOA re-authorizations, Perkins, and TANF re-authorizations.

- Chair requested a heat map outlining the statistics of job seekers by zip code.

### ► Action Item #1: Approval of Training Vendor Manatee Technical College

(Refer to Page 9 of the August 15, 2019 Executive Committee Agenda Packet)

- A motion to Defer the Approval of Training Vendor Manatee Technical College and a request to contact the school district, and Hillsborough Community College, to see if these are two viable options to this contract – and call a Workforce Solutions committee meeting for a final recommendation.
  - Motioned: Commissioner Sandra Murman
  - Seconded: Michael Ramsey
- There was no further discussion. The motion carried.

### ► Action Item #2: Regional Targeted Occupation List PY 19-20.

(Refer to Page 10 of the August 15, 2019 Executive Committee Agenda Packet)

The following were points of discussion:

- Discussion by Mike Ramsey - entry level positions for some individuals provide early learning and an educational pipeline which are building blocks out of poverty.
- Work based learning requirements.
- An automatic approval of the RTO doesn't mean we have an approved training vendor, being on the list doesn't equate to being able to enroll into occupational skills training.

- A motion to approve the Regional Targeted Occupation List PY 19-20

- Motioned: Mike Ramsey
- Seconded: Sophia West

- There was no further discussion. The motion carried.

▶ **Action Item #3: Removal of Training Providers.**

*(Refer to Page 13 of the August 15, 2019 Executive Committee Agenda Packet)*

- A motion to approve the Removal of Training Providers as listed.

- Motioned: Commissioner Sandra Murman
- Seconded: Michael Ramsey

- There was no further discussion. The motion carried.

▶ **Action Item #4: PY 2018-2019 Budget Modification No. 4**

*(Refer to Page 14 of the August 15, 2019 Executive Committee Agenda Packet)*

- A motion to approve the PY 2018-2019 Budget Modification No. 4.

- Motioned: Commissioner Sandra Murman
- Seconded: Sophia West

- There was no further discussion. The motion carried.

▶ **Action Item #5: Adjusted Income Level Wage Rates for 2019**

*(Refer to Page 17 of the August 15, 2019 Executive Committee Agenda Packet)*

- A motion to approve the PY 18-19 established rate of \$14.63 per hour for Eligible Training Providers.

- Motioned: Commissioner Sandra Murman
- Seconded: Michael Ramsey

- There was no further discussion. The motion carried.

▶ **New Action Item: CEO for more work-based Learning Programs so we can increase our average wage**

- A motion to approve the CEO for more work-based Learning Programs.

- Motioned: Commissioner Sandra Murman
- Seconded: Michael Ramsey

- There was no further discussion. The motion carried.

- Sean Butler requested a report on the specific firms who are posting job orders for positions below the \$15.00 per hour. John Flanagan said we can have a report available at out the BOD Meeting in September.

## Information Items

### Information Item #1 Eligible Training Provider.

(Refer to Page 18 of the August 15, 2019 Executive Committee Agenda Packet)

### Information Item #2 Expenditure Reports.

(Refer to Page 19 of the August 15, 2019 Executive Committee Agenda Packet)

### Information Item #3 Indirect Cost Rate.

(Refer to Page 23 of the August 15, 2019 Executive Committee Agenda Packet)

### Information Item #4 Comprehensive Compensation Analysis Training Provider.

(Refer to Page 24 of the August 15, 2019 Executive Committee Agenda Packet)

### Information Item #5 Public Relations/Marketing Update.

(Refer to Page 25 of the June 27, 2019 Executive Committee Agenda Packet)

Director Tobin gave an overview of the 2019-2020 Marketing Campaign. New Website-Marketing is working with Moore communication to fix some issues with the new website. Hope to have the new website up and going soon.

## Committee Reports

### Finance Committee

- Sophia West ask the Chair to appoint additional committee members to the finance Committee.

### Workforce Solutions Committee

The Workforce Solutions Committee meeting met on August 22, 2019. At the meeting, John Flanagan

- EMSI reporting analytics –
- Appoint new members
- You can add non-board members to recruit additional members
- Reviewed and discussed the final PY 18-19 Strategic Goals Update for Period of : July 1<sup>st</sup>, 2018 thru June 30<sup>th</sup>, 2019
- Business Services team changes were discussed with the shift to business engagement and attraction.
- EMSI, an economic modeling labor market analytics tool, overview was provided along with the various data analytic reports available. If anyone is interested in receiving custom reports they can contact Chad Kunerth, Director of MIS & Data Services or Jody Toner directly.

.Data Available from EMSI
Population Trends
Place of Work vs. Place of Residence
Top Companies
Educational Pipeline (# of Graduates by School)
Regional Comparison
Community Indicators (Income, Age, Poverty Commute Time, Remote Workers, Housing Veterans, Family Size, Marriage Count)
Company Talent Profile
Occupation Snapshots (Supply, Availability, High Ranking, Diversity, Unemployment, Legacy Occupations)

- Discussed re-engineering of Professional Talent Tampa Bay and if you have any suggested guest speakers or topics please send information to Judy Dorcy.
- Summer Job Connection Update was provided – the CSTB team did an outstanding job with this initiative and they are planning the 2020 program with a goal to serve 1,500 youth.
- Next Workforce Solutions Committee meeting will be held on November 6, 2019 at 9 a.m.

### By-Laws Ad Hoc Committee Update

The By-Laws Ad Hoc Committee Met on August 1, 2019. The committee continued to review the currently By-laws.

- Committee structure to condensing finance and Audit into one committee.
- Suggested combining Workforce Solutions and One Stop Committee Meetings.
- Standing Youth Committee.
- Standing Compensation sub-committee.
- The next meeting will be held on August 27, 2019.

### **Future Business**

End of PY Staff Training - August 16, 2019.

Summer Job Connection Program End Celebration – August 30, 2019.

Business and Education Summit – February 28, 2020.

### **Adjournment**

The meeting was adjourned at approximately 12:07 PM.

Minutes prepared by:

Tammy Stahlgren, Administrative Services Coordinator.

DRAFT

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## Key Regional Workforce / Demographic Indicators

- In August 2019, the unemployment rate in Hillsborough County was 3.4 percent. This rate was 0.1 percentage point lower than the region's year ago rate of 3.6 percent. The region's August 2019 unemployment rate was 0.1 percentage point lower than the state rate of 3.5 percent. The labor force was 746,573 up 12,249 (+1.7) over the year. There were 25,537 unemployed residents in the region.
- The industries gaining in jobs over the year were:
  - Professional and Business services +6,000 jobs
  - Mining, Logging, and Construction +5,200 jobs
  - Financial Activities +3,400 jobs
  - Education and Health Services +2,600 jobs
  - Manufacturing +1,500 jobs
  - Trade, Transportation, and Utilities +1,500 jobs
  - Leisure and Hospitality +1,100 jobs
  - Government +400 jobs; and other services +300 jobs.

## Key Initiatives/ Events

### Summer Job Connection

- The 2019 Summer Job Connection End of Program Celebration is scheduled for Monday October 21, 2019. The location will be CSTB Tampa N. Florida Ave. location. We will be recognizing outstanding employer champions, key partners and youth.
- We are now moving into planning for 2020 Summer Job Connection where we plan on serving 1,500 youth. Our application is scheduled to launch on 1.6.2020.
- The results of the Compensation Analysis will be reviewed at the Finance Committee Meeting on October 24<sup>th</sup>.

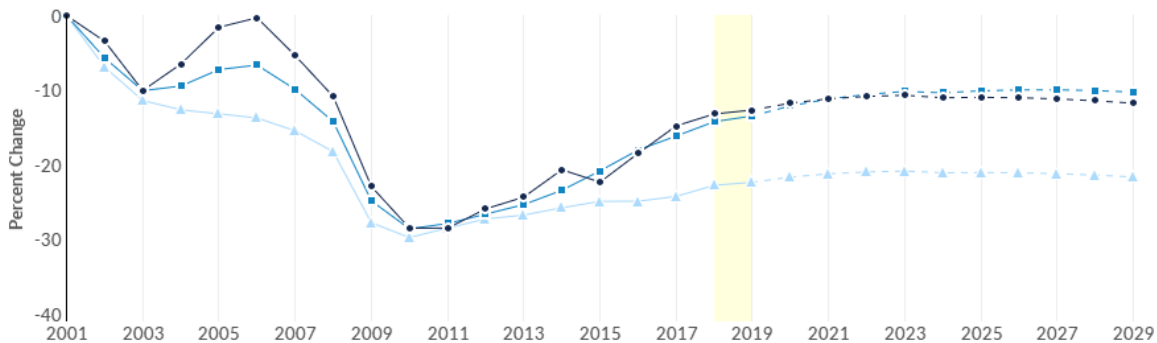
## Manufacturing Month- Highlighting the Sector in Hillsborough County

<p>28,778</p> <p>Jobs (2019)</p> <p>52% <b>below</b> National average</p>	<p>+0.6%</p> <p>% Change (2018-2019)</p> <p>Nation: +0.5%</p>	<p>\$73,472</p> <p>Avg. Earnings Per Job (2019)</p> <p>Nation: \$84,775</p>
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### Industry Detail

Payrolled Business Locations (2019)	1,203
Jobs Multiplier	Only Available for 6-Digit
Unemployed (7/2019)	936

### Regional Trends



Region	2018 Jobs	2019 Jobs	Change	% Change
● Region	28,607	28,778	171	0.6%
■ State	382,465	385,917	3,452	0.9%
▲ Nation	12,916,962	12,984,409	67,447	0.5%



## Occupations Employed by this Industry

Description	Employed in Industry (2019)	% of Total Jobs in Industry (2019)
Assemblers and Fabricators, All Other, Including Team Assemblers	1,966	6.8%
Packaging and Filling Machine Operators and Tenders	1,274	4.4%
First-Line Supervisors of Production and Operating Workers	1,186	4.1%
Sales Representatives, Wholesale and Manufacturing, Except Technical and Scientific Products	996	3.5%
Laborers and Freight, Stock, and Material Movers, Hand	663	2.3%

## Industry Requirements

Purchases from	In-region Purchases	Imported Purchases	Total Purchases
Corporate, Subsidiary, and Regional Managing Offices	\$83,332,261	\$125,939,184	\$209,271,446
Petroleum Refineries	\$36,690	\$156,544,849	\$156,581,539
Crop Production	\$130,084,554	\$1,367,627	\$131,452,181
Iron and Steel Mills and Ferroalloy Manufacturing	\$7,781,174	\$110,198,995	\$117,980,168
Plastics Bottle Manufacturing	\$11,708,701	\$82,044,700	\$93,753,401

## Economic Development Data

### Gross Regional Product (GRP)

\$54.5B Earnings (2018)	\$25.0B Property Income (2018)	\$6.1B Taxes (2018)	\$85.6B Total GRP (2018)
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## Demographic Information

### Industry Gender Breakdown



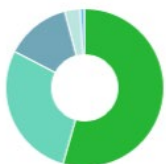
Gender	2019 Jobs	2019 Percent
Males	20,149	70.0%
Females	8,630	30.0%

### Industry Age Breakdown



Age	2019 Jobs	2019 Percent
14-18	111	0.4%
19-24	1,609	5.6%
25-34	5,351	18.6%
35-44	6,380	22.2%
45-54	7,645	26.6%
55-64	6,130	21.3%
65+	1,553	5.4%

### Industry Race/Ethnicity Breakdown

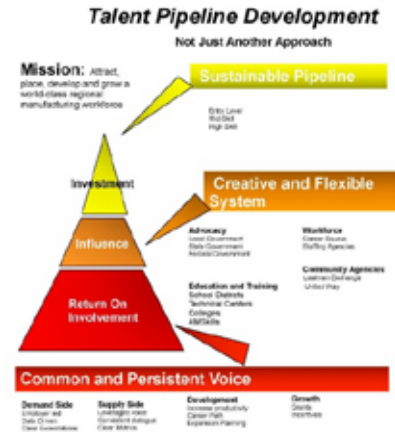


Race/Ethnicity	2019 Jobs	2019 Percent
White	15,661	54.4%
Hispanic or Latino	8,102	28.2%
Black or African American	3,823	13.3%
Asian	915	3.2%
Two or More Races	243	0.8%
American Indian or Alaska Native	28	0.1%
Native Hawaiian or Other Pacific Islander	5	0.0%

## Florida Suncoast Manufacturing Newsletter

### Career Source Tampa Bay...times they are a changin'

*Come gather round people  
Where ever you roam  
And admit that the waters  
Around you have grown....Bob Dylan*



**It's All About Deliverables!!!**

In his way Bob Dylan is telling us you either lead, follow or get out of the way. Career Source Tampa Bay Executive Director John Flanagan has chosen to lead. John was brought on board after a national search to recast a somewhat beleaguered CS Tampa Bay. After some settling in and assessing his operations he has implemented an entirely new approach to staff tasking and assignments. In the past his recruiters were assigned to cover various zip codes geographically. This essentially put the recruiters in a position of being a mile wide but an inch deep in terms of industry knowledge. He is switching to a sector strategy model. This means CS Tampa Bay will assign recruiters by industry sector and they will have much greater industry knowledge and expertise. And, guess what, the first industry targeted by John and his staff is manufacturing. This article captures the results of the first meeting held by CS Tampa Bay to include close to 20 manufacturers along with Hillsborough Community College, Hillsborough School District, the Manufacturing Alliance of Hillsborough County and others. Times? They are a changin' and for the better. I-cubed is the formula for success. [Read on for details](#) Contact [Angela Lyons](#) if you want to get started with YOUR Career Source manufacturing liaison.

### The Pipeline Is Changing

Check out this video with some of the change makers in the Tampa Bay Manufacturing Pipeline. Jerry Custin, Upper Tampa Bay Manufacturers Council interviews Roy Sweatman, President, Southern Manufacturing Technologies; Peg Walton, Director, Tampa Bay Works; Dan Schneckenger, Career Source Tampa Bay; and, Ken Jones, Project Director, Manufacturing Alliance of Hillsborough County on changes they see in supplying our manufacturers with the talent they need to succeed.



## **Action Item #1**

### **Outsource of Services**

#### **Background:**

Currently, CareerSource Tampa Bay functions simultaneously in a variety of roles. The Organization functions as the Administrative Entity, Fiscal Agent, Local Workforce Development staff and Direct Provider of Services. 20 CFR § 679.430 provides guidance related to the requirements that entities who perform multiple functions must adhere to. An organization who performs more than one function must develop a written agreement with the Chief Elected Official to clarify how the organization will carry out its responsibilities while demonstrating compliance with WIOA and corresponding regulations, relevant Office and Management and Budget Circulars, and the State's Conflict of Interest Policy.

To ensure CareerSource Tampa operates in an environment that incorporates a system of internal controls, CareerSource Tampa Bay has engaged an experienced workforce development consultant to review current service delivery methods and structure to identify and help implement industry recognized firewalls and internal controls.

#### **Results:**

In order to delineate and implement checks and balances between the local workforce development board, staff of the local workforce development board and the entity serving as the service provider, management recommends outsourcing (1) One Stop Operator and Career Services as a bundled service (2) Adult and Dislocated Worker and (3) Business Services. The benefits of outsourcing include but is not limited to:

- Provides a firewall between the Board's oversight functions and the provision of direct services.
- Allows the Board to focus on the "big picture" needs of the workforce system rather than managing the day-to-day operations of the Career Centers.
- Enables the Board to select organizations with the best operational expertise for the services to be provided.
- Empowers the Board to provide straightforward oversight and monitoring without a potential conflict of interest.
- Allows the Board to end failed contracts and select new providers, as needed.

- Board can identify priorities and align procurement to meet those priorities, either system-wide or specific focus areas.
- Drive innovation, new ideas and high performance through procuring for services not the usual domain of the traditional workforce projects.
- Leverage funds as part of the procurement process to align additional resources to serve the community.
- Enable the transition of out-of-the-area effective practices from other locations that offer new solutions and outcomes to the programs in the community.

Recommend the services to be formally procured and the selection committee be comprised of members of the Executive Committee, One Stop Committee and Workforce Solutions Committee. Projected timeline for procurement will kick off the request for proposal in November with culmination of Provider by the March 2019 Board of Directors meeting.

**Recommendation:**

Management recommends outsourcing and to formally procure (1) One Stop Operator and Career Services as a bundled service (2) Adult and Dislocated Worker and (3) Business Services.



## **Action Item # 2**

### **Youth Stem – Formal Procurement**

#### **Background:**

A local board who chooses to award grants or contracts to youth service provider must award such grants or contracts through a competitive process that takes into consideration (1) ability of the youth service provider to meet performance accountability measures (2) meet the procurement standards specified in Uniform Guidance and the DOL exceptions and (3) follows state and procurement laws.

A request for proposal was issued by CareerSource Tampa Bay on February 9, 2016 for the Youth Innovation Services (STEM Science, Technology, Engineering and Mathematics) and Junior Achievement of Tampa Bay was awarded the contract. The last year of the contract concluded as of June 30, 2019.

#### **Results:**

CareerSource Tampa Bay seeks approval to formally procure for a provider of Youth Science, Technology, Engineering and Mathematics (STEM) program. The program is to serve ages 14-17 with heavy emphasis on 14 and 15 year olds. The STEM program is to begin with a summer program and continue with year round services. The focus of the program will be career exploration and work readiness training for students.

#### **Recommendation:**

Management recommends formal procurement of a Youth STEM program.



## **Information Item**

### **Cyber Risk # 1**

On October 2, 2019 board members were notified that certain files and folders on CSTB's servers had been corrupted. CTS, CSTB IT service provider, worked to remediate and isolate any issues arising from this incident while also preserving impacted files for further forensics testing. Web based services, phone and mail systems were not affected. In addition, CSTB engaged an outside computer forensic firm for further investigation of the incident as well as assisting in the restoration of data.

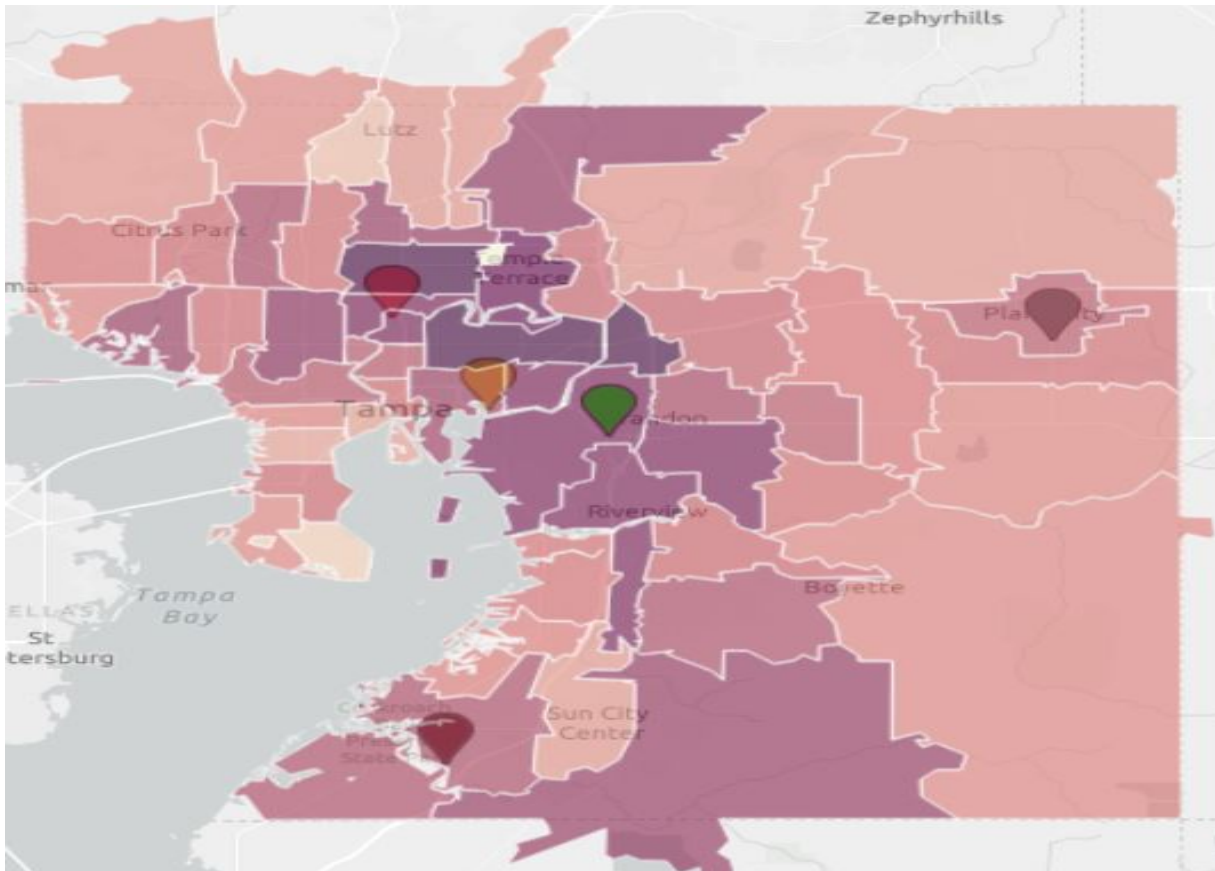
Currently, all unnecessary shares have been turned off, and unnecessary ports have been blocked from access internally and externally. The restoration of data is about 85-90% complete, and the security assessment is ongoing. The majority of technology services is fully functioning and operational as of October 9<sup>th</sup>, 2019.

CSTB next steps will be the migration of all systems and data to cloud base systems hosted by major vendors like Microsoft within 120 days. CSTB will leverage data backup services provided by these vendors and we are also working with our third party vendors to solidify our onsite backup procedures. In addition, an updated backup and recovery policy has been drafted. And, new backup and security procedures are in place to ensure the necessary safeguards are in place to mitigate the threat of these types of incidents.



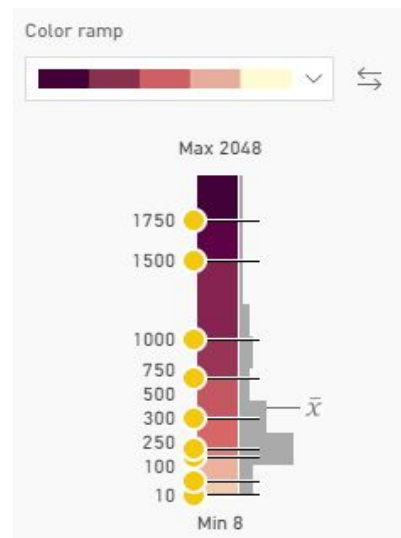
## Information Item # 2

### Heat Map Jobseekers



#### Heat Map Job Seekers

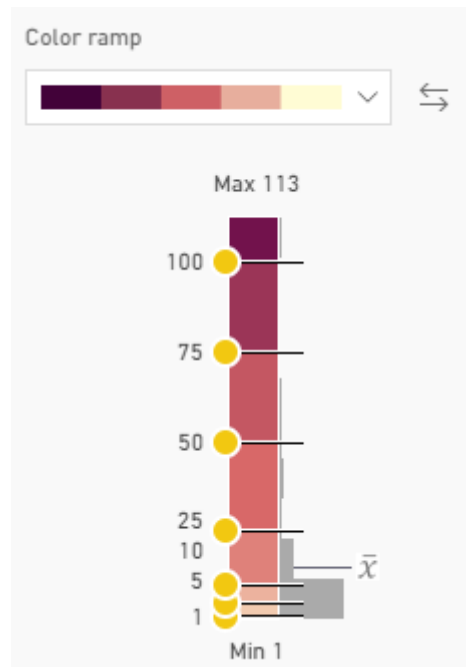
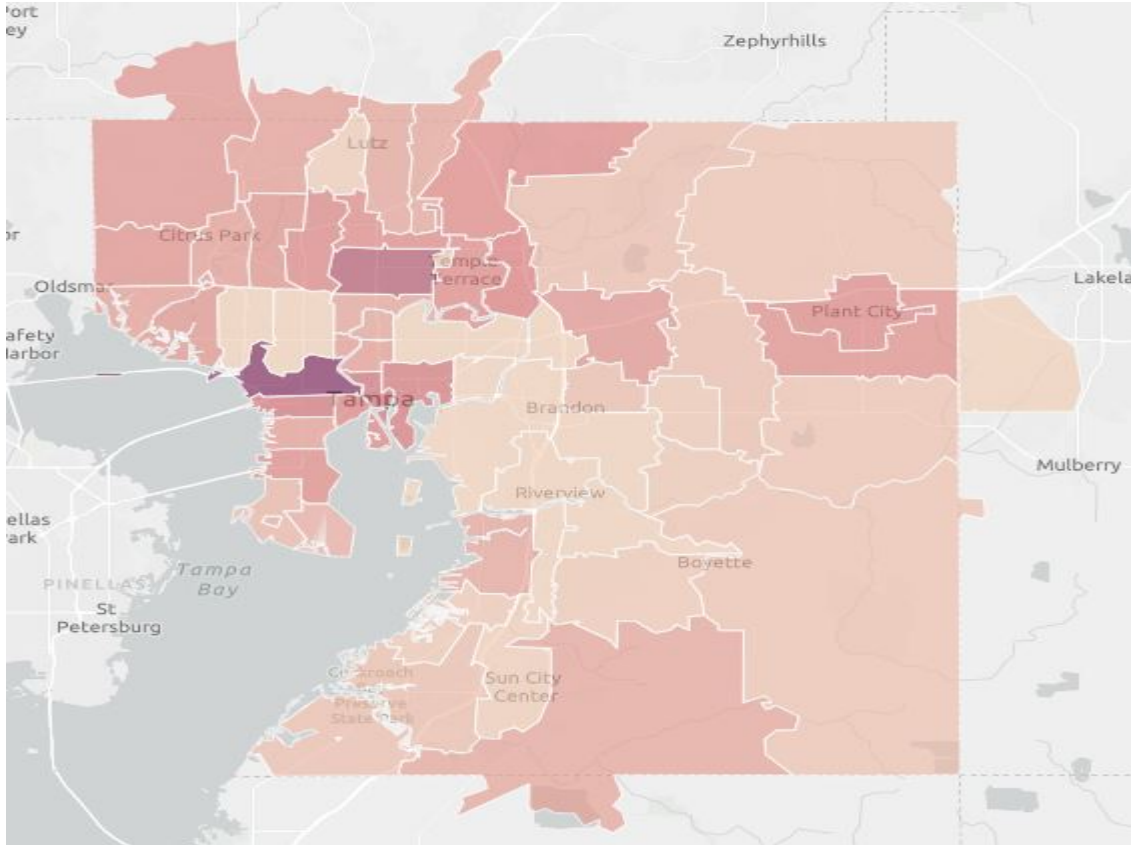
- Current offices are in areas with high levels of customers respective to the surrounding areas.
- Town N Country area has the most customers without an office close by for both Job Seekers and Employers
- Data includes customers who come to the office to receive services as well as self-service



## Jobseeker Distribution By Zip Code

City	Zip	PY1819 Count	Office
Tampa	33612	2048	In N. Florida Zip
Tampa	33610	1791	Close to N. Florida and CPC
Temple Terrace	33617	1451	Close to N. Florida Zip
Palm River-Clair Mel	33619	1238	In Brandon Zip
Tampa	33604	1220	Adjacent to N. Florida Zip
Riverview	33578	1208	Adjacent to Brandon Zip
Brandon	33511	1199	Adjacent to Brandon Zip
Egypt Lake-Leto	33614	1042	Close to N. Florida Zip
New Tampa	33647	987	Closest to N. Florida Zip
Wimauma	33598	913	Close to Ruskin Zip
University	33613	899	Close to N. Florida
Town n Country	33615	851	Closest to N. Florida
Tampa	33605	824	In CPC Zip
Brandon	33510	703	Adjacent to Brandon Zip
Carrollwood	33624	699	Closest to N. Florida
Ruskin	33570	681	In Ruskin Zip
Riverview	33579	679	Close to Brandon Zip
Tampa	33607	607	Closest to CPC and N. Florida Zip
Tampa	33603	601	Close to N. Florida and CPC
Plant City	33563	582	In Plant City Zip

# Heat Map Employers



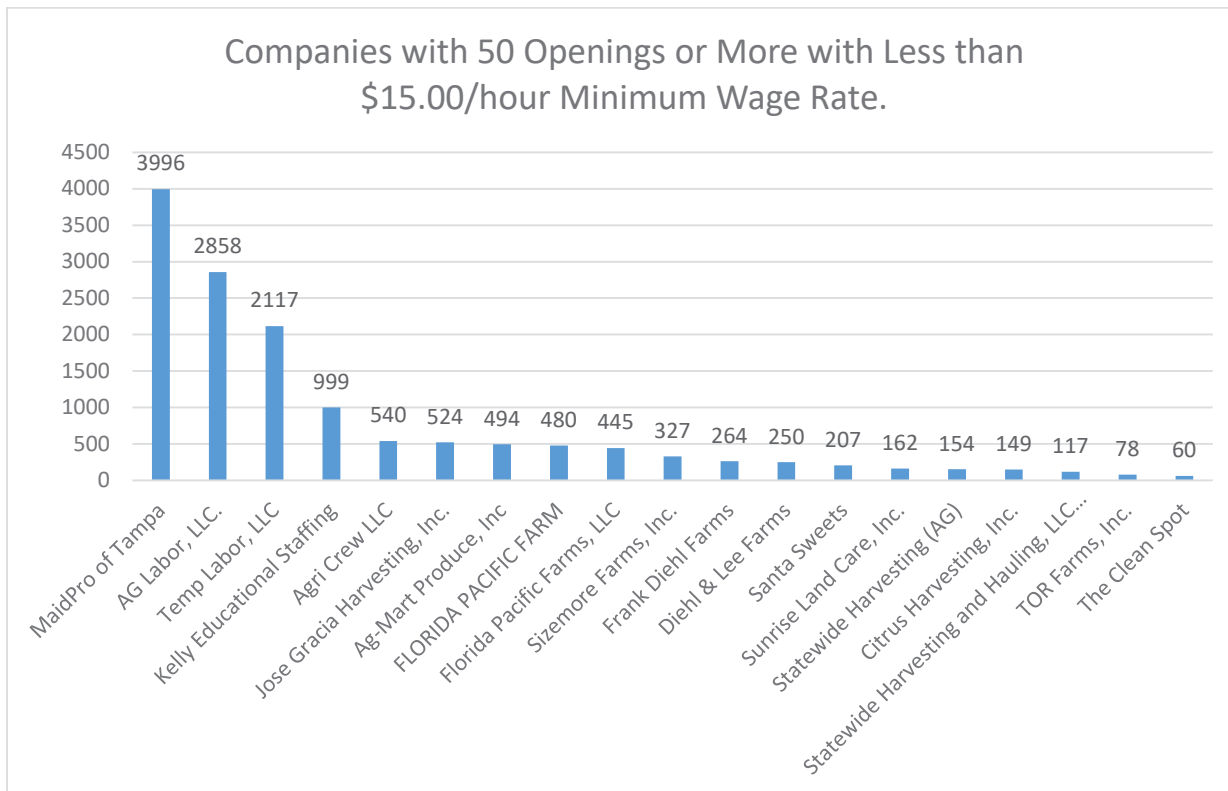
## Employer Served by Zip Table

City	Zip	Employer Count	Office
Palm River-Clair Mel	33619	113	In Brandon Zip
Tampa	33607	103	Closest to CPC and N. Florida
Tampa	33612	65	In N. Florida Zip
Town n Country	33634	60	Closest to N. Florida
Tampa	33610	55	Close to N. Florida and CPC Zip
Egypt Lake-Leto	33614	50	Close to N. Florida Zip
Tampa	33602	42	Adjacent to CPC Zip
Tampa	33609	38	Close to N. Florida and CPC Zip
Tampa	33605	36	In CPC Zip
Temple Terrace	33637	25	Close to N. Florida Zip
Brandon	33511	24	Adjacent to Brandon Zip
Tampa	33606	21	Close to CPC Zip
Carrollwood	33618	19	Closest to N. Florida Zip
New Tampa	33647	19	Closest to N. Florida Zip
Plant City	33563	18	In Plant City Zip
Riverview	33578	18	Adjacent to Brandon Zip
Tampa	33611	17	Closest to CPC and N. Florida
University	33613	17	Close to N. Florida
Temple Terrace	33617	17	Close to N. Florida Zip
Plant City	33566	15	Adjacent to Plant City Zip



## Information Item # 3

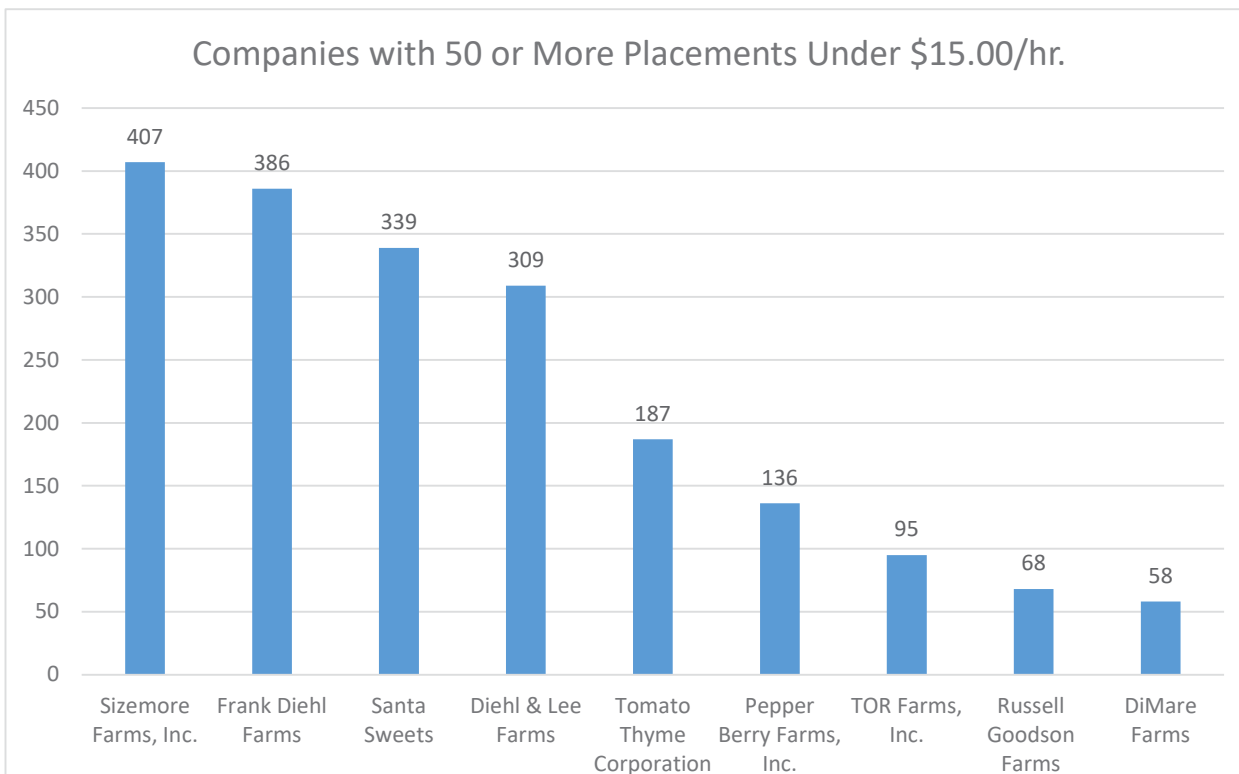
### Job Order Analysis



- Many employers who do not want their wage displayed will list minimum wage to ensure wage compliance.
  - Registered Nurses, Accountants are occupations we know pay more than \$15.00 but were employer entered job orders with minimum wages listed.
- Placement wage information is provided by the employer after hire so this is the most accurate wage metric.
- Many positions and placements for MSFW related job orders which have a low wage and high number of openings and affects the average wage rate for WP heavily.

Row Labels	Number of Positions
Farmworkers and Laborers, Crop	9775
Maids and Housekeeping Cleaners	4070
Teachers and Instructors, All Other	1073
Registered Nurses	1060
Engineers, All Other	673
Computer User Support Specialists	582
Managers, All Other	560
Customer Service Representatives	533
Business Operations Specialists, All Other	486
Retail Salespersons	463
Landscaping and Groundskeeping Workers	448
Sales Representatives, Services, All Other	429
Accountants	401
Information Security Analysts	391
Graders and Sorters, Agricultural Products	382
Entertainment Attendants and Related Workers, All Other	373
Healthcare Practitioners and Technical Workers, All Other	334
Management Analysts	330
Counter Attendants, Cafeteria, Food Concession, and Coffee Shop	275
First-Line Supervisors of Office and Administrative Support Workers	270
Production Workers, All Other	266
Driver/Sales Workers	255
Financial Specialists, All Other	218
Automotive Master Mechanics	207
Janitors and Cleaners, Except Maids and Housekeeping Cleaners	204

## Job Orders



## Placed Job Orders

Job Title	Average Wage	# of Placements
Farmworkers and Laborers, Crop	\$ 8.54	1647
Graders and Sorters, Agricultural Products	\$ 8.90	370
Customer Service Representatives	\$ 12.47	92
Social Workers, All Other	\$ 10.00	29
Stock Clerks- Stockroom, Warehouse, or Storage Yard	\$ 10.06	21
Solar Thermal Installers and Technicians	\$ 13.88	16
Audio and Video Equipment Technicians	\$ 12.00	12
Taxi Drivers and Chauffeurs	\$ 9.22	10
Preschool Teachers, Except Special Education	\$ 10.30	10
Janitors and Cleaners, Except Maids and Housekeeping Cleaners	\$ 10.50	9
Food Preparation Workers	\$ 11.86	9
Childcare Workers	\$ 11.68	9
Laborers and Freight, Stock, and Material Movers, Hand	\$ 12.13	8
Sales Representatives, Services, All Other	\$ 10.84	8
Farmworkers, Farm, Ranch, and Aquacultural Animals	\$ 8.46	8
Cashiers	\$ 9.30	8
Construction Laborers	\$ 13.86	7
Maids and Housekeeping Cleaners	\$ 9.35	7



## Information Item # 4

### Eligible Training Provider – Waivers

#### Background:

The workforce development system established under WIOA emphasizes informed consumer choice, job-driven training, provider performance, and continuous improvement. In order to maximize customer choice, CareerSource Tampa Bay must identify eligible training providers that are qualified to receive WIOA title I-B funds to train adults and dislocated workers, including those with disabilities.

To maximize consumer choice, the Chief Executive Officer and his/her designee will provide a waiver to approve a training program or training provider that is not included on the list of approved training providers or programs, on a case by case basis.

The Board asked for an update on any WIOA ITA waivers made by the CEO or his designee, below is a summary of the waivers that have been approved from 8.9.19 through 9.30.19.

#### Summary:

Funding Stream	Current PY Budgeted ITA Amount	Training Provider	Training Program	Waiver Reason
OSY	\$4,253.19	University of South Florida	Public Relation Specialist	Exceed the ITA lifetime cap of \$10,000 by \$500. Customer is in final semester and is not working at this time because she has taken on additional courses to complete her degree in public relations.
OSY	\$5,000.00	University of South Florida	Paralegals and Legal Assistants - Online	Exceed PY ITA cap by \$1,995. Total cost of the training program is a one-time payment of \$6995. Program is not PELL-eligible and candidate does not have the financial means to cover the costs of training.
OSY	\$5,000.00	Galen School of Nursing	Nursing	Exceed the PY ITA cap by \$1,228 for current enrolled nursing student. Candidate is coming from a low income family and is unable to cover the difference.





## **Information Item # 5 Strategic Plan**

Community Workforce Advancements (CWA), Workforce Development Consultants, are currently conducting interviews with certain Board members and Partners. The interviews are being conducted to gather information from their perspective on what is working well and what needs to be improved. This information will be used in conjunction with other information that has been gathered to develop a Plan that will include but is not limited to key strategies, primary tactics, major goals and planned outcomes. Results of the interviews to date are bulleted on the following page:

### Perspectives on CSTB's Work in Community

- Viewed as key player in developing the workforce - mostly focused on low-skilled, disconnected
- Public has moved on from “scandal” and see working with new management as opportunity
- System is seen as bureaucratic and difficult for customers to navigate – not customer-friendly
- CSTB used to be “unemployment office” – now public not sure where unemployment office is
- CSTB focuses on short-term engagements with job seekers as it needs to “get credit”

### Suggested Strategic Objectives for CSTB

- Raising wage levels of workers (not selling region as low-wage area)
- Create more short-term, work-based learning options (apprenticeships viewed as too long)
- Pathways for everyone – job placement & advancement training for wide range of qualifications
- Create partnerships to address issues of lack of transportation & housing
- Create more bridges to community-based programs – center’s cost-sharing rules drive some away
- Train business service representatives to understand and specialize in industries they are assigned to

### Suggestions on Key Partnerships for CSTB Effectiveness

- Chambers of commerce & industry associations
- Economic development offices
- Mayor’s office – new opportunities with new mayor
- Tampa Bay Partnership
- College access initiative (LEAP)
- Staffing organizations – often front door to jobs in multiple sectors
- Opportunities for special populations to be served in centers & through new referral processes

### Suggestions on Outcome Metrics for SCTB

- Customer satisfaction – employers & job seekers
- Reduction in time to fill job openings
- Return-on-investment for training funds spent
- Job placement still primary outcome – should be tied to wage increases/advancement in jobs
- Attainment of credentials that employers endorse as high value – should be valued in the industry, not just with specific employer



## **INFORMATION ITEM # 6**

### **Compensation and Benefits Study - Update**

#### **Information:**

The compensation and benefits study along with the employee surveys have been completed by CRI. The final version of all reports are currently being worked on and will be available for The Finance Committee to review at their upcoming meeting.

Overall, the compensation study showed that our salaries are in line with comparable organizations and our benefits for employee coverage are competitive in the market. In addition, a new salary structure will be adopted to include Min-Mid-Max for each grade.

The Finance Committee will need to review benefit package options available for the 2020 Open Enrollment that will create the least financial impact to staff.



## Information Item # 7

# Business Consortium and Business & Education Summit 2020

Please see the following for Marketing Flyers.



### Introducing our Business Sector Consultants

CEO	Business Services Director Military Affairs	Healthcare/life sciences	Manufacturing/ Logistics	Information Technology	Finance/Professional Services	Hospitality/ Retail/Tourism	Trades/ Transportation
							
John Flanagan	Dan Schneckenburger	Maria Suarez	Angela Lyons	Mario Rodriguez	Maginda Montero	Saleema Bennett	Carmen Cruz



Speak with a dedicated business sector consultant and get started today!  
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# VISION 2020

## Tampa Bay

*TALENT MEETS OPPORTUNITY*



**Business & Education Summit**  
**Tampa Marriott Water Street**  
700 South Florida Ave., Tampa, FL 33602

**Registration begins:** 7:30 a.m.  
**Networking:** 8:00 – 8:30 a.m.  
**Event:** 8:30 a.m. – 2 p.m.

**Admission: \$50** Per Person  
Continental breakfast & lunch included.

*Followed by a social mixer at the new  
Waterfront Grill / Anchor and Brine. Come meet  
CareerSource Tampa Bay's CEO — John Flanagan.*

For event information & registration, please visit:  
**CareerSourceTampaBay.com/Vision2020**

# SPONSORSHIP OPPORTUNITIES

## Sponsorship levels & benefits:

	PRESENTING SPONSOR	KEYNOTE SPONSOR	RECEPTION SPONSOR	VALET SPONSOR	WORKSHOP SPONSOR	GOLD SPONSOR	SILVER SPONSOR	BRONZE SPONSOR
Sponsorship Cost	\$25,000	\$15,000	\$10,000	\$7,500	\$7,500	\$5,000	\$2,500	\$1,000
Sponsorship Available	TWO	TWO	TWO	ONE	FIVE	UNLIMITED	UNLIMITED	UNLIMITED
Recognized as presenting sponsor on materials	●							
Recognition on all event promotional materials	●	●	●					
Speak on highlights of your business	5 Min. Opening	2 Min. Keynote						
Signage as sponsor for designated area			●	●	●			
Vendor booth in front of conference hall	●	●	●	●	●	●		
Recognition on event web page	●	●	●	●	●	●	●	●
Recognition on screen loop / multimedia	●	●	●	●	●	●		
Recognition on event printed materials	●	●	●	●	●	●	●	
Recognition in event program	●	●	●	●	●	●	●	●
Admission & reserved / preferred seatings at event	12 seats	8 seats	8 seats	6 seats	6 seats	4 seats	2 seats	—

## SPONSORSHIP REGISTRATION

- Presenting Sponsor (\$25,000)    
  Workshop Sponsor (\$7,500)    
  In-Kind Media Sponsor  
 (Must value at minimum of \$5,000)  
 Will include all benefits as Gold Sponsor
- Keynote Sponsor (\$15,000)    
  Gold Sponsor (\$5,000)
- Reception Sponsor (\$10,000)    
  Silver Sponsor (\$2,500)
- Valet Sponsor (\$7,500)    
  Bronze Sponsor (\$1,000)

Total Sponsorship: \$ \_\_\_\_\_

### Company Information:

Company Name: \_\_\_\_\_

Contact Name: \_\_\_\_\_ Title: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Mobile: \_\_\_\_\_

E-mail: \_\_\_\_\_ Company Website: \_\_\_\_\_

Booth Special Needs:  Electricity  Other: \_\_\_\_\_

### Submission & Payment:

- Submit completed commitment form to: [Vision2020@careersourcetb.com](mailto:Vision2020@careersourcetb.com) - Please include your logo (EPS format preferred)
- Pay by check, made to CareerSource Tampa Bay and mail to 4902 Eisenhower Blvd. N. #250, Tampa, FL 33634 - Attn: Vision 2020
- Pay conveniently and securely online at: [CareerSourceTampabay.com/vision2020](http://CareerSourceTampabay.com/vision2020)
- **All payment must be received by February 1<sup>st</sup>, 2020**

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