



Business Partnership Advisory Council & Career Pathways Council Joint Meeting

Date: November 14, 2023

Time: 2:00 p.m.

Location: Zoom Meeting:

<https://us02web.zoom.us/j/82653558174?pwd=NHZnRkJPa2JXRmdQVG45OTI4RytDQT09>

Meeting ID: 826 5355 8174

Passcode: 045122

Meeting Called by: Corrie Melton, BPAC Chair

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| I. Welcome & Call to Order | Corrie Melton |
| II. Meeting Minutes Approval 5/18/23 | Trish Yahn
Pages: 1-4 |
| III. Future of BPAC and Career Pathways Council
Education and Industry Consortium Policy | Trish Yahn & Tandria Edwards
Pages: 5-8 |
| IV. Questions/Discussion | All |

2023-2024 Meeting Schedule

February 20, 2024 (hybrid, may revert to virtual) 11:30 am-1:00 pm
May 17, 2024 (virtual) 1:00 pm-2:30 pm



Minutes

Business Partnership Advisory Council & Career Pathways Council Joint Meeting

**May 18, 2023
11:30 am**

Attendees: Bonnie Burk, Trish Andrews, Martina McDowell, Allie Salyer, Regina Browning, Kevin Gehrke, Carlette Smith, Kim Moore, Teresa Slade, Maria Mead, Corrie Melton, John Hershey, Christina Chancey, Patrick Hutto Mandy Bianchi, Shereada Harrell, Diane Papka, Joey Walter, Angela Sapp, Shelly Bell, Lindsay Holzmacher, Elaine Thompson, Stephanie Luckie, and Kim Anders

Staff: Trish Yahn, Shawna Gray, Reenee Williams, Heather O'Connor, Tandria Edwards, Jim McShane, Dolores King, Katrina Johnson and Keith Gerena

I. Welcome & Call to Order

Chair Maria Mead, president of Keiser University, called the meeting to order. Maria announced she will not be returning as chair next year.

II. Meeting Minutes Approval February 14, 2023

Chair Mead stated that she hoped everyone had an opportunity to review the meeting minutes for 2/14/23, before attending the meeting.

Motion: Chair Mead entertained a motion to approve the 2/14/23, minutes. Kim Moore motioned and Angela Sapp seconded, all in favor.

III. Apprenticeship Overview – Katrina Johnson

Katrina Johnson, Apprentice Navigator Specialist, gave an overview of apprenticeship programs.

There are 5 core components of the registered apprenticeship (RA) program.

- Business engagement – employer driven.
 - Employers identify critical occupations; they may be able to utilize the RA program to solve this problem.
- Structured on the job training learning/training 1 year or 2000 hours from a trusted mentor.
- Related Instruction -180 hours of instruction from education provider
 - Related Technical Instruction – 144 hours via classroom, remote, or hybrid learning from Education Provider. There are 3 models of learning, Parallel, Front-Load, Segmented
- Rewards for skills gain – progressive increase in wages as you meet benchmarks.
 - Employees know when to expect wage increases. Employers can set and determine pay rates.
- Receive National Occupational Credential
 - Apprentice gains National Credential.

Common Myths

- Apprenticeships are only for large scale businesses – this is false Registered Apprenticeships can work for small businesses, large businesses, and education partners.
- Apprenticeships are only for construction and manufacturing – false
- Apprenticeships are only for non-college bound workers – false
- The Federal Government will have control over who you employ, the salary you pay them, when to terminate the employee, and how to manage the program – this is false.

There are several employers currently working with Dept. of Education to establish RAs in the capital area, including Trydent Consulting for an HR apprenticeship, Student Housing Solutions for a maintenance tech, City of Tallahassee, Tallahassee Memorial Healthcare, and Manpower.

IV. Worlds of Work

Corrie Melton gave an overview of the World of Works program, a career expo which includes hands-on activities.

The World of Works is coming together, there are 11 worlds set, and two worlds are still being worked on. Employers are engaged and are thinking about their hands-on activities. Moore Agency has agreed to create the book that will highlight all the worlds. Eighty-thousand dollars in sponsorships have been collected with \$200,000 being the goal. There is a great response from the local schools. Rocky Hannah has agreed to pay for the buses for Leon County students, along with Lively, that will be used during World of Works. Wakulla, Gadsden, Jefferson, and Franklin County schools have been invited and will be participating. All 9th graders will attend during the daytime on October 19th and 20th,

2023. On Thursday afternoon 10th -12th graders will be able to attend with an adult in the afternoon. Friday morning will be the VIP breakfast.

There will also be an Educator workforce Academy. It will start with a pilot group of 15. This will be a day for teachers to learn what a workforce is and what the current workforce is looking for. Educators will also be able to meet employers.

Jim McShane added that he believes this is a best practice in this business as it gives more of an experiential level of engagement with students. This is not replacing Leon Works; the aim is for World of Works is for 9th grade students while Leon Works is designed for 10th-12th grade students. The World of Works will get the students to think about different types of occupations, Leon Works will have students think about employers of the identified occupations.

Corrie Melton added that this is a good opportunity for the parents and adults who will attend with their students. This will also be the first time for some students to actually set foot on a college campus.

Trish Andrews from General Dynamics asked what the deadline was for employers to make a commitment to participate in World of Works?

Corrie Melton answered - July 1st deadline – due to all the materials that have to be created with all of the employers in it.

V. BPAC Membership Updates

We are happy to say that all but two members have committed to staying on the Council for the next program year. One employer has not decided, and the other employer has recommended a replacement. We can add up to three additional members, if the group would like to recommend someone.

VI. Partner Updates

Jim McShane – Moving towards the end of the year, working on the budget. We have noticed an increase in the number of people coming into the Career Center.

Trish Yahn – Mentioned recent hiring fair had 134 attendees.

Lindsay Holzmacher – FSU revamping the onboarding process, to fit the audience.

John Hershey – Crosswalk with referrals. Sharing information by referring them to other agencies that may be able to assist the career seeker. CareerSource Capital Region has funds for youth. Funding for youth in-school including internships and work opportunities as well as for out-of-school youth also. We will be attending some upcoming partner events, including one this Saturday for foster kids.

Christina Chancey – What schools have HVAC Programs? TCC, Lively, and Wakulla High all have HVAC programs.

Martina McDowell - **provided an update that I was unable to hear well and can't hear well on my recording**

Kim Moore – We are having an Apprenticeship Commencement Program next week for the Independent Electrical Contractors partnerships, that have been involved in the program for the last four years as journeyman. The Collegiate Academy, which is high schoolers, will be receiving their high-school diploma and A.S degree at the same time. We are kicking off 3 bachelor's degrees, one in Business and two in the areas of Education (Exceptional Education and Elementary Education).

Regina Browning – ACE last day for the semester is next Wednesday, 5/24/23. The Summer Semester will start on June 5th for the students who have been enrolled this school year. In the Fall, we had a celebration for 55 graduates, and had a record-breaking number of graduates last night (5/16/23) of 86 graduates. ESOL program will relocate to the old location on Trojan Trail.

Shelly Bell – New Eastside Campus for Lively coming soon that will include some Adult Education courses and healthcare programs starting with the new Central Sterile Tech Program that the first cohort comes in August. A graduation is coming tomorrow night where 416 students will be recognized on top of the 251 that were recognized in December with another group that will finish up this summer. The Message Therapy program will be added back in the fall as well as a new program called Specialized Career Instruction that is specifically designed for individuals with intellectual disabilities. There will be two summer camps targeting middle school girls to get them interested in the trades. Career dual enrollment for the fall is already filling up with Leon County School students.

Carlette Smith – Excited Brian D Smith Cleaning Company won Business of the Year and stated that she is glad to serve on BPAC and looking forward to another great year.

Maria Mead – Excited about a new partnership with HCA they will sponsor the students for clinicals rotations. We will start with one cohort a semester and then increasing. Just had a graduation with Senator Corey Simon as the graduation speaker. They have recently seen a 15% increase in growth.

Trish Yahn thanked everyone for attending the meeting today. Meeting dates for the next program year will be announced in June.



2023.09.19.A.2

Title:	Education and Industry Consortiums
Adopted:	09/19/2023
Effective:	09/19/2023

I. PURPOSE AND SCOPE

Section 445.007(15), Florida Statutes, requires each local workforce development board to create an education and industry consortium composed of representatives of educational entities and businesses in the designated workforce service delivery area.

This policy requires local workforce development boards to appoint education and industry consortiums composed of local leaders who provide independent information from stakeholders in their local area. Local workforce development boards shall consider this information in creating strategies and local plans that describe efforts to provide educational and workforce opportunities to businesses and job seekers. The goal is to align educational programming with industry needs at the local level.

This policy applies to local education and industry consortiums and the local workforce development boards that appoint them. Education and industry consortiums act as independent advisory groups. Members do not have any direct or implied authority over local workforce development boards, their membership or employees.

II. BACKGROUND

Signed into law May 15, 2023, Senate Bill 240, an act relating to education, amended section 445.007(15), Florida Statutes, requiring each local workforce development board to create an education and industry consortium composed of representatives of educational entities and businesses in the designated service delivery area.

CareerSource Florida surveyed local workforce development boards and education institutions to determine what ongoing activities existed and obtain information and recommendations from local education and industry stakeholders about the availability of education, employment and

training opportunities available to businesses and job seekers in local workforce development areas.

A workgroup was convened to develop a collaborative strategic policy that meets statutory requirements of Senate Bill 240 and aligns all relevant federal, state and local laws and policies. The goal for these consortia is for the local workforce development board to obtain local community-based information related to educational programs and industry needs and provide that information to local workforce development boards to inform programs, services and partnerships in the service delivery area. This approach ensures local workforce development boards are informed about the current workforce and talent needs of their targeted industries and existing educational and training offerings. This approach also affords businesses the opportunity to closely collaborate with workforce and education stakeholders to eliminate barriers and identify innovative talent pipeline opportunities like work-based learning experiences, internships, preapprenticeship, registered apprenticeship, on-the-job training, customized training, Incumbent Worker Training and other training opportunities.

The workgroup, which included stakeholders from education, business, state government and local workforce development boards, met six times and made recommendations informing the strategic policy elements listed below.

III. POLICY

Required Membership

Each local workforce development board shall create an education and industry consortium composed of representatives of educational entities and businesses in the designated service delivery area. The chair of the local workforce development board shall appoint the consortium members. A member of a local workforce development board shall not serve as a member of the consortium. Consortium members shall be appointed for two-year terms beginning on Jan. 1 of the year of the appointment, and any vacancy on the consortium must be filled for the remainder of the unexpired term in the same manner as the original appointment.

The membership of the education and industry consortium must meet the following requirements:

Industry Representative Requirements:

- Chief Executive Officers or presidents or other executive level staff from the top public and private employers in the local area.
- Industry representatives should reflect the priority industries in the local area.

Education Representative Requirements:

- Superintendents, presidents, or other leadership staff from education institutions in the local area that represent both public and private education entities in:
 - K-12 education
 - District Technical Colleges
 - State Colleges
 - Universities
 - Other degree or credential granting institutions in the local area

If a member of the education and industry consortium is unable to attend a meeting, a designee from the members' executive team may attend.

Meetings

Each education and industry consortium composed of representatives of educational entities and businesses in the designated service delivery area must meet at least quarterly. The local workforce development board will ensure that administrative support is provided to the consortium as needed and will be specifically responsible for the following:

- Maintaining a roster of consortium members and posting the current roster on the local workforce development board website.
- Posting scheduled consortium meetings on the local workforce development board website.
- Posting the quarterly reports from each meeting on the local workforce development website.

It is not required that consortium meetings be separately conducted from existing, similar meetings in the local area. Consortium meetings' discussions need only focus on the local labor market needs including:

1. Industry representatives sharing their specific talent development needs or observations on talent in the local area.
2. Education representatives sharing what specific education offerings are available in the local area.

Reports

Education and industry consortiums in each local area shall provide quarterly reports to the applicable local workforce development board (and locally designated areas) which provide community-based information related to educational programs and industry needs to inform the local workforce development board on programs, services, and partnerships in the service delivery area.

Quarterly reports shall include:

- A record of the consortium members in attendance.
- A summary analysis of the local labor market based on industry representative needs and education offerings.
- Information on priority industry sectors and occupations for the local area.
- Information on the status of existing talent pipelines for in-demand occupations and the need to expand or leverage existing and/or new resources.

Local workforce development boards are encouraged to consider information obtained from the education and industry consortium to determine effective ways to grow, retain and attract talent to the service delivery area.

As noted above, quarterly education and industry consortium reports shall be published on the local workforce development board's website. Links to education and industry consortium reports and rosters shall be included in each local workforce development board's Workforce Innovation and Opportunity Act local plan.

IV. AUTHORITY

[Public Law 113-128, Workforce Innovation and Opportunity Act \(2014\)](#)

[Chapter 445.004, Florida Statutes](#)

[Chapter 445.007, Florida Statutes](#)

V. ATTACHMENTS

[Consortium Member Appointment Letter Template](#)

[Consortium Roster Matrix Template](#)

[Quarterly Report Template](#)