

agenda



Career Center Partners Council

Friday, June 9th, 2023, 12:00pm EDT
Join Zoom Meeting

<https://us02web.zoom.us/j/87041181502?pwd=T2R4TlhQZDMrRHp3emtjYVNNcUtFUT09>

Meeting ID: 870 4118 1502 - Passcode: 952862

Agenda Items

1. Welcome – Travis Greene
2. Introduction – Kevin Harrington - New attendee recognition
3. Presentation: Office of Economic Vitality – Kevin Gehrke
4. CSCR Updates – John Hershey
5. Crosswalk Partner Referral Program Step-by-Step Instructions
 - a. Step 1. Go to: <https://crosswalkrs.com/login/login.php>
 - b. Step 2. Click on the link that states: Submit a request to add your agency to Crosswalk (This will generate a message for approval of your agency by the Regional Administrator – Kevin Harrington)
 - c. Step 3. Please check your inbox and junk mail for an email from **Do Not Reply from Crosswalk**. This email will prompt you to create a password for your account. Once your password is created you can start to set up your service descriptions, agency users and grant their permissions. Please contact me if you need me to resend your activation email.
 - d. Step 4: If you have submitted your agency request and have not received the Do Not Reply email with your sign in instructions, please contact me at: kevin.harrington@careersourcecapitalregion.com
 - e. Step 5. Once you have your login and password, go to the Agency Admin menu option on the left side of the page and go through each item on the list to add:
 - i. - Agency profile – all about your agency and the communities you serve
 - ii. - Agency users (staff who will generate and receive referrals)
 - iii. - New services to create your service delivery profiles
 - f. Step 6. To check to see if your Agency has been activated properly you can check the Participating Agencies list for your organization.

Please reach out if you are experiencing any difficulties with your registration or sign up:
Kevin Harrington 850-408-5740

6. Partner News and Updates – Around the Horn
7. 2023-2024 Partners Council Meeting Dates:
 - a. Friday, September 8, 2023, 12pm
 - b. Friday, December 8, 2023, 12pm
 - c. Friday, March 8, 2024, 12pm
 - d. Friday, June 14, 2024, 12pm