



**Big Bend Jobs & Education Council, Inc.
d/b/a CareerSource Capital Region
BUSINESS & EDUCATION COUNCIL CHARTER**

ROLE

Section 445.007(15), Florida Statutes, requires CareerSource Capital Region (CSCR), to create an education and industry consortium composed of representatives of educational entities and businesses in the designated workforce service delivery area. The Business & Education Council was created to meet this requirement.

MEMBERSHIP

The Business and Education Council is comprised of:

- 1) Business representatives at the executive level of the organization from top public and private employers from priority industries in the local area; AND
- 2) Education representatives at the superintendent, president or other leadership staff representing both public and private educational entities in K-12, technical colleges, state colleges, universities and other degree/credential granting institutions in the local area

The Council members will be appointed by the CSCR Board Chair. Council members are appointed for two-year terms beginning on January 1 of the year of the appointment. A Council Chair will be determined by the Council members.

MEETINGS

The Business and Education Council will meet quarterly. Members are expected to attend each committee meeting in person. Meetings may be held virtually via Zoom, in person, or hybrid.

Meeting agendas shall be prepared prior to every meeting and provided to Council members a minimum of five (5) business days before the scheduled meeting. Minutes of all meetings will be recorded and posted on CSCR's website.

KEY RESPONSIBILITIES

The Council members' responsibilities are to provide independent information to assist CSCR in creating strategies and local plans that describe efforts to provide educational and workforce programming with industry needs at the local level.

This Council will meet quarterly to:

- 1) Discuss local labor market needs;
- 2) Discuss specific talent development needs or observations in the local area from the business perspective;
- 3) Share specific educational offerings available in the local area from the educators;

Information obtained from businesses and education providers will be considered by CSCR to determine effective ways to grow, retain and attract talent to the service delivery area.

STAFF SUPPORT

The following staff support this committee along with an administrative staff member for taking minutes:

Trish Yahn, Senior Director, Business and Employer Solutions, Events & Special Projects

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