



MINUTES
WORKFORCE PERFORMANCE COUNCIL MEETING
Zoom Conference Call
August 3, 2022 | 1:30p.m.

Members		Members		Staff Present	Guest
Sherry Sapp, Chair	P	Cynthia Jantomaso	P	S. Campbell-Domineck	
John Adams	P	Derrick Woodard	E	Joylette Stevens	
Jorge Altieri	E	Sharon Wright	P	Emilisse Ortiz	
Karen Case	P				
Angela Garcia-Falconetti	P				

CALL TO ORDER

The meeting was called to order by Sherry Sapp at 1:30 p.m. followed by introductions of all those present.

APPROVAL OF MINUTES

Chair Sapp called for a motion to approve the minutes from the February 2, 2022, and May 5, 2022, meetings. Motion made by Karen Case and seconded by Sharon Wright. The floor opened for discussion. There was no discussion. All voted. Motion carried unanimously.

TESTIMONIALS: (N/A)

OLD BUSINESS: (N/A)

NEW BUSINESS

Recommendation: One-Stop Operator Compliance Report 4th Quarter PY2021-2022

Chair Sapp called for a motion to approve the One-Stop Operator Compliance Report 4th Quarter. Motion was made by Sharon Wright and seconded by John Adams. Floor opened for discussion. Joylette Stevens highlighted that all infrastructure cost payments have been received. She also shared that CareerSource Polk approved grants for 9 organizations serving 411 youth in Polk County. Chair Sapp asked if this number was greater than in previous years. CEO Campbell-Domineck confirmed that it was greater due to partnerships with a higher number of organizations this year. No further questions or concerns. All voted. Motion carried unanimously.

Recommendation: Direct Provider of Services Report 4th Quarter PY2021-2022

Chair Sapp called for a motion to approve the Direct Provider of Services Report 4th Quarter. Karen Case motioned. Angela Garcia-Falconetti seconded. Floor opened for discussion. There were no questions or concerns. All voted. Motion carried unanimously.

Report: ITA Provider Expenditure Analysis 4th Quarter PY2021-2022

Chair Sapp directed the Committee to the ITA Provider Expenditure Analysis for the fourth quarter CEO Campbell-Domineck presented the analysis and explained that in the last program year, CareerSource Polk over-expended all its Adult and Dislocated Working funding by enrolling participants in training and paying obligations. This year, the organization will only be opening WIOA enrollment for youth, as there is a large fund of available dollars to spend on youth ages 18-24. CEO Campbell-Domineck also shared that CareerSource Polk recently received additional Adult and Dislocated Worker dollars. There was no further discussion.

Report: Business Services Report 4th Quarter PY2021-2022

Chair Clark directed the Committee to the Business Services Report for the fourth quarter. No questions or concerns.

Report: CareerSource Polk Performance Report Card

Chair Sapp directed the Committee to the CareerSource Polk Performance Report Card. CEO Campbell-Domineck explained that CareerSource Polk was unable to capture the information necessary for this report as Employ Florida went down in June and was only recently recovered. CareerSource Polk does not have control over this statewide system. Chair Sapp asked if the website was down for maintenance. CEO Campbell-Domineck explained that it was an issue with GEOSOL, the vendor. Sharon Wright asked about the correlation between the number of job placements reported and the training CareerSource Polk is paying for. CEO Campbell-Domineck responded that case workers follow up with participants quarterly. If a participant exits, their case manager remains in contact with them to learn about their employment outcome and support their retention in that job. No further questions or discussion.

Report: CareerSource Polk Customer Traffic/Services Report 4th Quarter PY2021-2022

Chair Sapp directed the Committee to the CareerSource Polk Customer Traffic/Services Report 4th Quarter. CEO Campbell-Domineck reviewed the report. No questions or comments.

Report: CareerSource Polk Customer Concerns 4th Quarter PY2021-2022

Chair Sapp directed the Committee to the CareerSource Polk Customer Concerns 4th Quarter. CEO Campbell-Domineck explained the only concern on the report and that the customer was advised that the Get There Faster Grant funds were not yet available. CEO Campbell-Domineck also shared that CareerSource Polk had recently filled its LVER and DVOP positions and that the grant would be in motion soon. There was no further discussion.

Report: THMP Monitoring Summary Report – June 2022

Chair Sapp directed the Committee to the THMP Monitoring Summary Report. She asked about the timeframe for corrective action once a complaint is noted. CEO Campbell-Domineck explained that for observations, CareerSource Polk does not need to respond. For significant findings, CareerSource Polk must respond immediately to correct it. She gave an example of meal cards having been issued to the youth participants in LevelUp program. The meal cards were logged into the system as an incentive when they should have been labeled as a stipend. In response to the finding, CareerSource Polk created a local operating procedure so staff would know how to enter the cards into the system properly.

Additional Comments: CEO Campbell-Domineck gave an update on the planning for the Annual Meeting & Best Places to Work Awards. She shared that close to 700 individuals have registered. CareerSource Polk has also opened the application for Workforce Incentive Awards, which were last awarded in 2019 to address barriers to employment. She also shared that Dr. Christopher Laney of Emsi Burning Glass will be the keynote speaker.

Meeting Adjourned 1:53 p.m.