

# Programs and Services Committee Meeting Minutes

**September 27, 2023**

## **Opening Remarks**

1. Welcome & Attendance

## **Voting Items**

2. Review and Approve Supplemental Nutrition Assistance Program (SNAP) - Requirements Policy Revisions
3. Review and Approve Local Targeted Occupations List (LTOL) for 2nd Quarter of PY 23-24

## **Information/Discussion**

4. LWDB 20 Primary Indicators of Performance for PY 2022-2023 4th Quarter
5. CareerSource Research Coast (CSRC) Program Updates
6. Adjournment

## **Members Participating by Teleconference**

Wayne Olson                  Bill Solomon                  Jose Capellan

## **Members Present**

Bob Cenk

## **Members Excused**

Jim Brann                  Pete Tesch                  Pamela Burchell

## **Members Unexcused**

None

## **Staff Present**

Shelly Batton                  Christina Coble                  Rachel Pamer  
Martin Rivera                  Jennifer Eimann                  Mary Bell

### **Call to Order**

Bob Cenk, Chair, called the meeting to order at 8:05 a.m. A quorum was established.

### **Agenda Item 2 - Review and Approve Supplemental Nutrition Assistance Program (SNAP) - Requirements Policy Revisions:**

Rachel Pamer, Welfare Transition & SNAP Program Manager, explained that the SNAP Employment & Training (E&T) Program is a mandatory program designed to assist Able-Bodied Adults Without Dependents (ABAWDs) gain skills, training, or work experience to increase their ability to move directly into employment.

The Fiscal Responsibility Act of 2023 expanded the age requirement of ABAWDs subject to mandatory work requirements. The local policy was updated to reflect the extension of the maximum age requirement from age 49 to age 59.

A motion was made by Jose Capellan to approve the Supplemental Nutrition Assistance Program (SNAP) - Requirements Policy Revisions, as presented. William Solomon seconded the motion. The motion passed unanimously.

### **Agenda Item 3 - Review and Approve Local Targeted Occupations List (LTOL) for 2<sup>nd</sup> Quarter of PY 23-24:**

Shelly Batton, Director of Programs, explained that the Statewide Demand Occupations list identifies the labor market needs of Florida's business community and encourages job training based on those needs, with emphasis on jobs that are both high demand and high skill/high wage and is used as a baseline for establishing the Local Targeted Occupations Lists (LTOLs). The Local Workforce Development Boards (LWDBs) develop and use their LTOLs to identify occupations for which eligible adults and dislocated workers may receive training assistance under the Workforce Innovation and Opportunity Act.

Staff reviewed local labor market information and resources regarding the LTOL. There is no recommended addition of occupations to the 2nd Quarter of PY 2023-2024 list. Staff recommend approval of this LTOL for the 2<sup>nd</sup> Quarter of PY 2023-2024.

A motion was made by William Solomon to approve the Local Targeted Occupations List for 2<sup>nd</sup> Quarter of PY 23-24, as presented. Jose Capellan seconded the motion. The motion passed unanimously.

### **Agenda Item 4 - Review LWDB 20 Indicators of Performance for 4<sup>th</sup> Quarter PY 22-23:**

Shelly Batton, Director of Programs, presented CSRC Primary Indicators of Performance for PY 2022-2023 4<sup>th</sup> Quarter. Ms. Batton explained that the areas highlighted in blue reflect those performance goals exceeded (greater than 100% of negotiated). Likewise, goals highlighted in green show that performance goals were met (90-100% of negotiated), and those reflected in yellow still need to be met (less than 90% of negotiated) by CSRC.



Overall, the numbers in the WIOA Adult and Dislocated Workers and Wagner-Peyser programs reflect that performance goals have either been exceeded or met.

WIOA Youth program shows that we did not meet the performance goals for the 4th quarter under the Employed 2<sup>nd</sup> and 4<sup>th</sup> Quarter After Exit category. Ms. Batton noted that the staff is working with Eckerd Youth Connections to meet these performance goals.

**Agenda Item 7 - CareerSource Research Coast (CSRC) Program Updates:**

Mary Bell, Wagner-Peyser Program Manager/TAA Coordinator, shared updates on the Wagner-Peyser program:

- New Hire: Stacey Schaefer will be transitioning to a position with FLORIDACOMMERCE as a Resource Room Customer Service Specialist in the Garden City Office.

An individual has been identified for the LVER/DVOP consolidated position. They are awaiting final approval from the Department of Commerce (FLORIDACOMMERCE). Once onboarded, they will report to the Martin County office.

Angela Bragg has started in the Reemployment Services and Eligibility Assessment (RESEA) position to address the reemployment needs of RA claimants. Ms. Bragg will be part of the St. Lucie County Comprehensive Center in Ft. Pierce.

Shelly Batton, Director of Programs, shared updates on the Jobs for Veterans State Grant (JVSG) and the Migrant Seasonal Farmworkers (MSFW) Program:

- Migrant Seasonal Farmworkers (MSFW) Program: Ms. Batton had stated previously that Hector Ramirez, Migrant Seasonal Farmworker Specialist, noted a significant decrease in the number of MSFWs. Mr. Ramirez, through his outreach, had been working on educating workers on Senate Bill 1718 in hopes of allaying their fears.

Mr. Ramirez has more recently seen an increase in MSFWs returning to the region and has been able to increase his outreach goals.

- Jobs for Veterans State Grant Program (JVSG): Ms. Batton reiterated that an individual has been identified for the LVER/DVOP consolidated position. As they await final approval from FLORIDACOMMERCE, the current DVOPs, Jonathan Frazier and Joseph Svendsen, are able to handle the caseload for the region.



Ms. Batton noted that there continues to be an increase in the number of older veterans seeking employment to produce enough income to meet their daily/monthly needs. The LVERs are working hard to develop employment opportunities for these individuals.

- Annual Paychecks for Patriots Job Fair: This event will be held on November 9, 2023, and will be held at the Riverwalk Center, Ft. Pierce. More information is to follow.
- 2023 Florida Veteran Workforce Summit: Ms. Batton stated that seven individuals from CareerSource Research Coast (CRSC) will attend the Florida Veterans Workforce Summit, Orlando. The event will be held from October 23 through October 27, 2023. The summit serves as statewide training for the Florida Jobs for Veterans State Grant (JVSG).

Christina Coble, WIOA Programs Manager, gave an update on the WIOA Adult/Dislocated Worker programs, St. Lucie County (SLC) Summer of Success (SOS) Initiative, and current staff promotions.

- WIOA Adult/Dislocated Worker Programs: Ms. Coble stated that CSRC had a robust beginning to PY 2023-2024, enrolling over fifteen clients in On-the-Job Training (OJT) opportunities. These opportunities have been in various sectors, such as healthcare, manufacturing, and skilled trades.

Ms. Coble stated that CareerSource received a National Dislocated Worker (NDW) grant tied to Hurricane Ian. We partnered with Treasure Coast Food Bank (TCFB), which had been providing humanitarian relief to those affected by the hurricane. TCFB needed individuals to work in warehousing, assisting with packing and shipping products to affected areas. The grant allowed fifteen individuals for a period of three months each to work within TCFB's warehouse.

Ms. Coble stated that four of these individuals who participated under the NDW grant went on to be hired by TCFB. LWDB 20 provided the OJT funds to TCFB so that they could be trained in their new positions.

- Individual Training Account (ITA) Enrollments: There were 23 ITA classroom training enrollments into RN, LPN, and CDL programs of study. In addition, one client was enrolled in the Cybersecurity Apprenticeship.

- Summer of Success Initiative – Ms. Coble explained that Summer of Success combines in-classroom employability skills training through the Youth Employment Success Solutions (Y.E.S.S.) program with work experience for SLC students through a paid internship.

The program is as follows:

- June 12-14 – In-classroom Y.E.S.S. program
- June 19-July 14 – Four-week paid internship (Up to 32 hours per week @ \$15.00/hour)

The application opened in late April 2023 with 30 available openings. Forty-two youths applied and were vetted for suitability. Twenty-nine individuals were selected to participate. Twenty-seven attended and completed the Y.E.S.S. program. All these students received a \$50.00 gift card.

Twenty-six youths entered the four-week internships (June 19-July 14, 2023), with twenty-four completing them. Ms. Coble stated that the feedback was very positive.

In addition, the grant from the SLCBOCC also funded a pilot project with the Treasure Coast Builders Association (TCBA). Two individuals who successfully completed the assigned boot camp (July 24-July 28, 2023) were funded through this grant for a four-week internship/work experience. Both participants were hired full-time by their respective employers.

Ms. Coble stated that the goal is to increase the number of participants next year.

- Promotions: Ms. Coble stated that Kate Sayger, Martin County Career Planner II, has been promoted to Program Performance Coordinator.

Doralys Baez has been promoted from Career Planner I to Career Planner II and will be placed in the Martin County Career Center.

Ms. Coble has been promoted from the WIOA Programs Manager to the Business Services Manager.

Rachel Pamer, Welfare Transition (WT) & SNAP Program Manager, gave an update on the WT and SNAP programs:

- WT Program: Since the Comprehensive Career Center moved to Garden City, Ft. Pierce, there has been a marked increase in WT client participation.

- New Hires: Ms. Pamer stated that Nelly Diaz has been hired as a WT Program Career Planner in the Martin County Career Center. Ms. Diaz will start on October 2, 2023.
- The Fiscal Responsibility Act of 2023: Ms. Pamer explained that this was enacted in June 2023 and phases in an expansion of this work-reporting requirement for the Supplemental Nutrition Assistance Program (SNAP) adults up to age 54. As of September 2023, the requirement was extended to 50-year-olds. It will go into effect October 2023 for 51- and 52-year-olds and October 2024 for 53- and 54-year-olds.

Ms. Pamer noted three new exemptions to this work-reporting requirement: People who cannot work due to a physical or mental limitation, are pregnant, or have a child 18 or younger living in their home will also be exempt.

Overall, Ms. Pamer stated that we should see more individuals seeking our services because of this new requirement.

**Agenda Item 8 - Adjournment:**

With no further items to discuss, a motion was made by Jose Capellan to adjourn the meeting, seconded by Bill Solomon. All members agreed, and the meeting was adjourned at 8:36 a.m.

---

*The next Programs and Services Committee Meeting will be on November 29, 2023*

---

**STAFF CERTIFICATION** I hereby certify these minutes reflect the proceedings by the Programs and Services Committee of CareerSource Research Coast, have been reviewed by the Board, and approved or approved with modifications which have been incorporated herein.

---

Shelly Batton  
Board Staff

---

Date

