

# Workforce Readiness Taskforce Meeting Minutes

**December 5, 2024**

## **Open Meeting**

1. Welcome & Attendance (Education & Industry Consortium Members)
2. Workforce Readiness Taskforce Chairperson Discussion
3. Existing Talent Pipelines - Local Career and Technical Education Programs Review
4. Local Targeted Occupations List (LTOL) - Targeted Industry Sectors and Occupations Review
5. Master Credentials List Update and Discussion

**Sector Updates:** Open to the Floor

**Adjournment** - Next Meeting March 6, 2025

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## **Consortium Members Present:**

None - Virtual Meeting Only

## **Consortium Members Participating by Teleconference:**

Lana Barros	Aliesha Seitz	Karen Giovengo
Bill Wilcox	Kristine Burr	Prasanth Pilly
Christi Shields	Linda Fitzpatrick	

## **Consortium Members Excused:**

Taylor Hoskins	Aliesha Seitz	Eric Swiechowski
Aliesha Seitz		

## **Public Present/Teleconference:**

Dana Caputo	Kevin Farrell	Jessica Warren
Anita Fischer	Helene Caseltine	

## **Administrative Staff Present/Teleconference:**

Christina Coble	Jennifer Eimann
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## **Call to Order:**

Christina Coble, Business Services Manager, called the meeting to order at 8:03 a.m. Attendance was taken.

**Agenda Item 2 - Workforce Readiness Taskforce Chairperson Discussion:**

Christina Coble, Business Services Manager, announced that Dr. Prashanth Pilly will serve as the new chairperson for this committee, citing his expertise in workforce readiness and Career Technical Education (CTE).

Dr. Pilly expressed his dedication to the role and shared his background in workforce development. He is also co-chair of the Council on Workforce Education for the 28 state colleges in Florida and works with the Credential Review Committee.

**Agenda Item 3 - Existing Talent Pipelines - Local Career and Technical Education Programs Review:**

Christina Coble, Business Services Manager, explained that one task of the Workforce Readiness Taskforce is identifying existing talent pipelines within our region. One area of talent is through the career and technical education programs in high schools that lead to credential attainment for students. By enhancing partnerships with the high schools in the region, we can identify and address employers' workforce needs.

Ms. Coble stated that the Career and Technical Education (CTE) programs offered at the area high schools are very important to our local talent pipeline. The three school districts will provide a brief overview of the CTE programs that they offer within their high schools.

Dana Caputo, Program Specialists, St. Lucie Public Schools: Ms. Caputo presented slides outlining the CTE programs for all six high schools in St. Lucie County.

St. Lucie West Centennial High School

Aerospace  
Allied Health Assisting  
Criminal Justice  
Culinary Arts  
Digital Design  
Digital Video Technology  
Early Childhood  
Game/Simulation/Animation  
Nursing Assistant  
Outboard Marine Technology  
Principles of Teaching

Port St. Lucie High School

Allied Health Assisting  
Automotive Maintenance  
Biomedical Sciences  
Building Construction Tech  
Culinary Arts  
Fashion Marketing  
Nursing Assistant  
Technical Design  
TV Production Technology  
Web Development



Treasure Coast High School

Advanced Manufacturing  
Allied Health  
Criminal Justice  
Culinary Arts  
Emergency Med. Responder  
Engineering Technology  
Global Logistics  
Industrial Biotechnology  
International Business  
Nursing Assistant

Ft. Pierce Westwood Academy

Animal Science and Services  
Allied Health  
Applied Robotics  
Commercial Art Technology  
Criminal Justice  
Culinary Arts  
Digital Media/Multimedia Design  
Gaming, Simulation, Animation  
Programming  
Health Unit Coordinator  
Nursing Assistant  
Pharmacy Technician  
Technical Agriculture Operations  
Veterinary Assistance

Fort Pierce Central High School

Allied Health Assisting  
Aerospace and Aviation  
Culinary Arts  
Criminal Justice  
Automobile Maint. & Light Repair  
Marketing, Manage. & Entrepreneurial  
Principals  
Nursing Assistant  
Principles of Teaching  
Web Development

Lincoln Park Academy

Applied Cybersecurity  
Digital Media/Multimedia Design  
Pre-Engineering/Project Lead the Way  
Technical Design  
Allied Health

Ms. Caputo shared some highlights of the programs listed. New additions to the St. Lucie West Centennial High School Career and Technical Program at St. Lucie West Centennial High School are Aerospace, Early Childhood, and Marine Technology.

Port St. Lucie High School offers Allied Health Assisting, a premier program, Nursing Assistant, and Biomedical Sciences. The high school also looks forward to partnering with Keiser University regarding the Biomedical Sciences program of study, bringing together secondary and post-secondary students to work on applicable experiments and share knowledge and data.

Fort Pierce Central High School offers Aerospace and Aviation, a long-standing program that has existed for 10+ years. It is a partnership between Embry-Riddle Aeronautical University, Fort Pierce Central High School, and St. Lucie Public Schools. Students study robotics and drone technology and can earn a drone safety industry certification.

Ms. Caputo stressed that all listed programs aim to prepare the student for success in college (any college) or professional trades.

Ms. Caputo invited industry partners who want to get involved with these programs to contact Aliessa Seitz, Director of Career Technical Education, for more information about joining an advisory board that brings the schools and employers together and provides advice, guidance, and support to help the schools and programs achieve their goals of CTE students earning college credits or industry-recognized certifications that prepare them for entering the workforce.

Khristine Burr, Career & Technical Education Program Specialist, Indian River County Public Schools: Ms. Burr presented slides outlining the CTE programs for all two high schools in Indian River County.

Sebastian River High School

Aerospace Technologies  
Automotive  
Biotechnology  
Culinary Arts  
Nursing  
Promotional Enterprise

Vero Beach High School

Automotive  
Biotechnology  
Business Management  
Culinary Arts  
Digital Design  
Digital Video  
Drafting  
Nursing  
Web Development

Ms. Burr shared some highlights of the programs listed. Sebastian River High Schools Promotional Enterprise program is a school-based business that produces T-shirts, banners, and signs via a direct-to-garment printer. This program provides students with hands-on experience and academic and technical skills for the job market.

Aerospace Technologies is also offered at Sebastian River High School. This program prepares students for opportunities in the aerospace and aeronautics industry. Students will learn skills in testing, assembling, repairing, maintaining, or operating aircraft and spacecraft.

The Aerospace Technologies program allows students to earn multiple industry certifications, such as Unmanned Aircraft Safety Certification, Visual Line of Sight System Operator, and FAA Private Pilot Ground School. The Unmanned Aircraft Safety Certification and the FAA Private Pilot Ground School can articulate into Gold Standard Career Pathways credit towards AS/AAS degrees.

Ms. Burr invited the taskforce members/employers to contact her for information on how to be involved in the endeavor to develop leadership and technical skill competencies through motivation, awareness, and recognition, which is an integral part of the CTE programs offered.



Kevin Farrell, Workforce Coach, Martin County Schools: Mr. Farrell presented slides outlining the CTE programs for all three high schools in Martin County.

Jensen Beach High School

Advanced Placement (AP) Capstone  
Airforce JROTC  
Aerospace Technology  
Architectural, Civil & Survey Drafting  
Digital Video Production  
Engineering Pathway  
Entrepreneurship  
Hospitality, Travel, & Tourism Management  
Marketing Management  
Medical-Nursing Assistant

Martin County High School

Cambridge AICE Program  
Automotive & Marine Technology  
Computer Science  
Culinary Arts  
Criminal Justice  
Digital Photography  
Digital Video Production  
Medical-Allied Health  
Medical-Nursing Assistant  
Sport, Recreation, and Entertainment  
Marketing  
Welding Technology

South Fork High School

International Baccalaureate (IB) Program  
Army JROTC  
HVACR (Air Conditioning, Refrigeration, Heating) Technician  
Agri-Technology  
Automotive & Marine Technology  
Building Construction Technology  
Communications Technology  
Digital Video Production  
Landscape Operations  
Medical-Allied Health  
Medical-Nursing Assistant  
Veterinary Assisting

Mr. Farrell stated that Martin County is a diverse community, and the programs offered are designed to attract, retain, and grow students to be future-ready, which is also in alignment with their strategic plan.

Mr. Farrell shared some highlights of the programs listed. Jensen Beach High School offers Aerospace Technology, Engineering, Hospitality, and Tourism. Mr. Farrell explained that these programs provide career education instruction designed to strengthen and integrate basic academic skills, career and technical skills, and occupational awareness. Welding Technology com

Martin County High School's Culinary Arts program is popular with students. Mr. Farrell also explained that the three high schools have robust Medical/Nursing programs.



Mr. Farrell stated that South Fork High School offers numerous skilled trade programs such as HVACR (Air Conditioning, Refrigeration, & Heating) Technician, Agri-Technology, Automotive & Marine Technology, Building Construction Technology, Communications Technology, Digital Video Production, and Landscape Operations.

Mr. Farrell stressed that these programs empower students to chart individualized paths and access advanced academic and career options by offering these unique programs. This commitment to innovative education ensures students are well-prepared for future success in college, careers, and beyond.

**Agenda Item 4 - Local Targeted Occupations List (LTOL) - Targeted Industry Sectors and Occupations Review:**

Christina Coble, Business Services Manager, presented an overview of the LTOL, how we use it here locally, and how the taskforce members may be able to contribute to it.

Ms. Coble explained that FLORIDACOMMERCE, Bureau of Labor Market Statistics (LMS), publishes Florida's statewide demand occupations list and local area demand occupations lists of high growth/high wage occupations annually. These lists are used by the local workforce development boards (LWDBs) to create their local targeted occupations list (LTOL). An LTOL is a list of occupations in demand based on high growth and/or high wages in the local area. Each LWDB can use LMS's demand occupations list and other resources to develop their LTOL.

Moreover, LTOL outlines the occupations we at LWDB20/CareerSource Research Coast (CSRC) can consider funding for training purposes using the Workforce Innovation & Opportunity Act (WIOA) grant. For example, if the WIOA grant is spent on an On-the-Job Training opportunity with an employer by subsidizing the salary of somebody that that employer hires and is willing to train, the occupation the job seeker is being trained for must appear on the LTOL.

Likewise, if CSRC is subsidizing post-secondary education programs at one of our local colleges, such as IRSC, Keiser, Treasure Coast Technical College, Fortis, and TCMI, through WIOA funds, the program of study must align with one of the locally targeted occupations that appear on the LTOL.

Ms. Coble asked the taskforce members to review the LTOL, as there are industry-specific experts—members of the task force who are representatives of our targeted industry sectors. If the members recognize any glaring omissions in their particular industry of focus, they can reach out to Ms. Coble and work with her team to see if labor market information data supports adding the occupation(s) to the LTOL. Additions to LTOL are reviewed quarterly. The entire LTOL is reviewed annually.

**Agenda Item 5 - Master Credentials List Update:**

Christina Coble, Business Services Manager, explained that the Master Credentials List is a comprehensive list of state-approved degree and non-degree credentials of value that prepare Floridians for in-demand occupations.

Ms. Coble further explained that the Master Credentials List application is open year-round for Florida school districts, Florida College System institutions, and local workforce development boards to submit credentials for consideration and remove those no longer eligible.

Ms. Coble stated that credentials flagged for removal from the Master Credentials List will not be removed until two years after they are flagged, so there is time for the consortium members/industry partners to discuss further how their removal from the Master Credentials List could impact credentialing requirements for hiring purposes and submit documentation to have them reinstated under local demand.

Previously, flagged credentials would be removed in a one-year time frame. Additionally, the state's most recent state Local Targeted Occupations List is now used when determining demand for credentials, which has allowed for the reinstatement of many credentials previously flagged for removal.

There were 447 credentials flagged for removal, and there are currently 145 left. To prevent credentials from being removed, submissions must be completed by December 1st, 2025.

Ms. Coble encouraged the members to review the Master Credentials List and reach out to her in an effort to collect data/ and analyze data so that those requests can be submitted.

Prashanth Pilly, Associate Vice Provost Academic Affairs, Indian River State College, stated that he is working in conjunction with representatives of other State Colleges in Florida to determine the best entities/areas of the state to put forth local demand considerations for credentials pending removal. He will continue to update CSRC and the Workforce Readiness Taskforce about their work so that we can support those applications, as needed, at the local level.

**Sector Updates (Open to the Floor):**

Helene Caseltine, Vice President of Economic Development, announced that Dr. David Moore, Superintendent, School District of Indian River County, won the 2025 Florida Superintendent of the Year award.

**Adjournment:**

With no further items to discuss, Christina adjourned the meeting at 9:13 a.m.

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**BOARD STAFF CERTIFICATION**

I hereby certify that these minutes reflect the proceedings of the Workforce Readiness Taskforce.

Christina Coble

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Date: 2024.12.18 15:20:22 -05'00'

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**Christina Coble**  
**Board Staff**

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**Date**



