



***Program Committee Meeting***  
**April 14, 2022 @ 11:00 AM (CT)**  
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**561-570-4464; Conference ID: 548 726 053#**

## **MINUTES**

### **CALL TO ORDER**

Debbie Kolmetz, Chair, and called the meeting to order. There was quorum present.

### **The following committee members were present by video/phone or in person:**

Debbie Kolmetz, Raymond Russell, Dr. Sarah Clemmons

### **The following committee members were absent:**

Andy Jackson, Keith Sutton

### **Others present included:**

Richard Williams, Debby Wood, Tabetha Smith (CSC Staff)

### **NUMBER IN TRAINING UPDATE**

Debbie Wood shared the Workforce Innovation and Opportunity Act (WIOA) established performance accountability indicators and performance reporting requirements to assess the effectiveness in achieving positive outcomes for individuals served by workforce programs. Ms. Wood stated to measure performance, we must first have individuals enrolled in training to complete the program, gain a credential, and enter employment.

### **INCREASE PARTICIPANT INDIVIDUAL TRAINING ACCOUNT THRESHOLD**

Debby Wood presented that at the March meeting, the Board approved the

increase of the supportive services threshold from \$2,000 to \$4,000 per Program Year (July 1 – June 30). Based on this change, there is a need to increase the Individual Training Account (ITA) threshold from \$5,000 to \$7,000. This amount includes the tuition, books, fees, uniforms, and transportation assistance. **Raymond Russell made the motion, Dr. Sarah Clemmons seconded, and the vote was unanimous to increase the Individual Training Account threshold from \$5,000 to \$7,000.**

### **YOUTH OUTREACH EFFORTS UPDATE**

Debby Wood imparted on the Board that CareerSource Chipola (CSC) staff team members have worked diligently since February 2022 to increase awareness of youth services in the five-county service delivery area. As of this date, 14 area high schools were visited by the CSC staff and provided in-person information about upcoming events

### **EMPLOY FLORIDA EMPLOYER SERVICE CODES GUIDE**

Debby Wood related that due to the need for staff to have a current information regarding service codes that allow the workforce board to earn performance credit, CareerSource Chipola staff created their version of the Guide and provided to staff. Ms. Wood provided information to the Committee and the Board about the Employer Service Codes that allow for credit in providing “high-value services” to employers.

### **COMMITTEE MEMBER COMMENTS**

None.

### **ADJOURNMENT**

**Raymond Russel made the motion, Dr. Sarah Clemmons seconded the motion, and the vote was unanimous to adjourn the meeting.**