

DRAFT



**Tuesday, April 10, 2018
Joint Workforce Institute/Allied Health,
Collaborative Labs and Center for Public Safety Innovation
Advisory Committee Meeting
Collaborative Labs – Tropics Lab
3:00 p.m. – 3:55 p.m.**

Meeting Minutes

Attendees: Andrea Henning, Kaitlyn Sussex, Fred Tucker, Dan Fumano, Susan Garrett, Suzanne West, Belinthia Berry, Giovanna Taylor, Sondra Seiter, Laurie Hill, Tina Fischer, Susan Biszewski-Eber, Michelle Hubel, Robert Hudson, Tom Morrisette (Central Pinellas Chamber of Commerce), Joan Read (Pinellas County), Lori Brainard (DRS Technologies), Marc Nadeau (Designs for the World), Karen Trumen (Dementia Caregiver Resources), Reynando Candolea (Manor Care Dunedin), Will Davis (BayCare Health), Carolina Conner (Career Source), Charly Quinones and Diane Salmon

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Members Absent: Dr. Robert Arnold, Chris Cate, Suzanne Christman, Pat Gehant, Richard Gilbert, Todd Gladden, Sean Kennedy, Abdul Lateef, Joseph Roseto, Danielle Ruiz, Michelle Schrotter, Mark Swanson, George Nelson, Jr.

3:05 – 3:10 Andrea Henning called the meeting to order, and opening remarks and the Workforce Advisory team members introduced themselves. Paper copy of PowerPoint presentation distributed.

3:10 – 3:40 Workforce Institute Updates

Viewing of PowerPoint slide show.

Workforce Institute Top Ten Accomplishments this past year:

Enrollments Up	Revenues up
Expenses down	External and internal partnerships up
Community engagement up	Team alignment and culture up
Campus footprint up	Outreach & marketing focus up
Process focus up	Use of Business Intelligence tools up

New plans: Florida regional plans and Tampa Bay

- To grow our economy
- To grow our talent pipeline

Industry Sector Updates

Business & Finance and Lifelong Learning (Kaitlyn Sussex)

- Project Management classes performing 60% higher than a year ago
- Insurance licensing – top earning courses
- Digital Media Marketing classes new and continuing to grow
- New initiatives—
 - Revamp insurance licensing courses and bring in-house
 - Partnering with The Marketing Posse to enhance our Digital Marketing certificate program and to increase our marketing efforts
 - Launch a Financial Academy

Technology (Dan Fumano)

- CompTIA our primary courses
- Partnering with Apple for Swift programming – launching in a month
- New artificial intelligence courses (introductory and advance) – partnering with Dabble Labs

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- Launch code programming – will include what is not covered by Apple programming
- Expanding the use of Skillsoft courses for internal SPC staff

Manufacturing (Fred Tucker)

- Partner with Braas Company to deliver Programmable Logic Controller (PLC) classes
- New unmanned aerial system drone (UAS) classes for the public safety sector
- New mechatronics and electromechanical courses to be delivered under the Florida Job Growth Grant Fund, which begins June 1

Allied Health (Giovanna Taylor)

- Update on the increased enrollments in the Allied Health programs this FY
- New programs coming include advanced clinical medical assistant, advanced patient care technician, medical laboratory assistant, LPN and RN remediation, certified personal trainer, health care support specialist, medical simulation technician and 3-D printing, medical coder and RHIT certification prep
- Met with Dr. Arnold regarding the medical simulation program
- Partnering with HEC for the medical coder and RHIT cert prep

International Language Institute (Suzanne West)

- Intensive English Program (IEP) is the most successful of Workforce's language programs
- Primary world languages offered are Spanish and German
- Plan to reintroduce classes for the Test of English as a Foreign Language (TOEFL) prep and International English Testing System (IELTS) prep
- Propose to reintroduce classes in English for business, hospitality, and medical professions
- Highlight of this term was a collaboration with SPC English for Academic Purposes (EAP) program for a student field trip to the Kennedy Space Center

Industry Certifications (Susan Garrett)

- The focus is on niche programs that positively impact our workforce community and purge programs that are no longer in demand or were performing poorly; seeking industry guidance and engage community on priority or desired programs
- Align programs to grants awarded to the College and our funding partners (e.g., Tech Hire, Florida Job Growth Grant)
- Collaborate with the academic side of SPC to offer programs

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- Partner with businesses and professional associations to afford our students reduced exam fees, scholarship opportunities, membership benefits

Community Outreach – Contract Training (Belinthia Berry)

- Realigning what we do in our community – increase awareness of our programs to the community
- Work with clients to customize our programs and make them affordable

Community Outreach – Public Enrollment (Sondra Seiter)

- Partnering with the Workforce Development Council – find out what their needs are and develop programs for their client agencies??
- Workforce Institute’s new Cell Phone and Tablet Repair program is an example of a new course designed to help participants gain work readiness skills; the course is open for public registration as well

Collaborative Labs (Laurie Hill and Tina Fischer)

- Strategic planning facilitation –
 - 6 hour sessions
 - Real-time documentation
 - Customized to the client company
- Laurie Hill recruits business and Tina Fischer organizes and facilitates the sessions
- Workforce Collaborative series launched last Fall offering quarterly topics to Tampa Bay business –
 - Human Capital Development – October 2017
 - Tomorrow’s Technology for Today’s Workforce – February 2018
 - Crisis Management – May 2018

Center for Public Safety & Innovation (CPSI) (Andrea Henning for Eileen LaHaie)

- Eileen LaHaie manages the Center for Public Safety & Innovation at the College’s Allstate Campus
- CPSI provides first responder training globally as well as throughout the United States
- CPSI Advisory Board Meeting taking place at the Allstate Campus

3:40 -- 3:50 Feedback, priorities and recommendations from Advisory Board members

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- Training is a challenge in the work cycle – getting employees trained up – they cannot stop work to get training
- It is a challenge to attract and retain people in government jobs
 - Need to find people with the same values as public servants
 - How to reinvent government and make work meaningful for employees who are underpaid and overworked
 - Remove the negative stigma of government programs and employment
- Topic brought up in a 2014 Pinellas County Economic Development meeting: virtual corporations --- businesses that don't have the staff can't compete with major employers
- Be aware of the possibility that Physical Therapy Assistants (PTs) will no longer be utilized in the healthcare system and come up with a solution for those out of work PTAs
- Course priorities
 - PMP certification
 - Implementation of nursing remediation programs
 - Entrepreneurships/innovation
 - Expansion of manufacturing program – need to go deeper in the technology
 - Product development
 - Digital media
 - E-Commerce
 - GIS – consider creating virtual companies to enlarge manufacturing and business scope
 - Affordable short-term healthcare training: CMA, RN, Medical Coder
 - Work with public schools to get the “year of coding” program started
 - Summer coding school
 - “Understanding the millennials” professional development course

3:53 PM Meeting concluded

Next Advisory Board Meeting: TBD (September 2018?)

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