



HR BUSINESS PARTNERSHIP COUNCIL MEETING NOTES

Date: Thursday, April 25th, 2019

Time: 3:00pm-4:30pm Location: Business Development Board PBC

Participants:

Shereena Coleman, Vice President, Business Facilitation & The Glades Region Business Development Board of Palm Beach County.	Maria Figueroa, HR Manager-PBC Board of County Commissioners	Karen Cover, Career Center Manager
Nikole Konieczny, Program Director, Corporate & Continuing Education	Ebony Lamar, Program Coordinator, Workforce Development	Justin Blum, Senior HR Manager-Pratt & Whitney/ UTC
Tory Brown, Senior Talent Manager-Carrier/UTC	Shirley Bryant, Recruiting Manager-NextEra/FPL	Kimberly Lancaster, Associate Dean of Business & Computer Science at PBSC
Aimee Mangold, VP of HR- Kolter Hospitality	Absent: Sherly Gitterman, Director of HR Manor Care/heartland	Absent: Peggy Myers, HR Director-Levatas

1. Introduction of Attendees

Meeting notes: Shereena Coleman – talking points

- Targeted Industries for the HR Business Partnership Council at PBSC would include the following:
- 1. Hospitality
- 2. Healthcare
- 3. Information Technology
- 4. Trades & Industry
- 5. Business (Supply Chain, Risk Management & Insurance)
- 6. Education
- 7. Public Safety

2. Updated the goals of the HR Business Partnership Council:

- To create a stronger partnership with PBSC workforce development team and to provide your leadership and industry knowledge.
- To establish workplace experiences within your organizations that will lead to job readiness skills for PBSC students through, job shadowing and employer site tours which includes the following:
Employment- Internship & Jobs
- Workforce Development and Education Training
 - a) Short and long-term training
 - b) Customized offsite training to businesses

Meeting notes:

All present members explained their personal goals for the HR BPC:

1. Justin Blum- Training for employers
2. Maria Figueroa-Apprenticeship programs in the plumbing field and to create a talent pipeline.
3. Nikole Koneiczny- Deepen our relationships for students
4. Tory Brown- To assist in staffing a headquarters of over 400 people. From entry level to finance, supply chain, IT etc.
5. Aimee Mangold- Incumbent worker training. Has over 500 employees.
6. Kim Lancaster- Would like to add HR BPC to the Human Resources Program that will be developed and to partner with our



PALM BEACH STATE COLLEGE

culinary arts program.

7. Ebony Lamar- To develop the non-credit training for business and computer science students.
8. Karen Cover – To prepare PBSC with job readiness skills and career development. To help create talent pipelines for our members and for our local business partners.
9. Shirley Bryant- To ensure that NextEra is represented and that PBSC students can access their career opportunities.
10. Shereena Coleman- To address the Brain drain issues in Palm Beach County. To make sure our meetings have clear goals and outcomes with real deliverables. To address the needs of employers in the county.

Meeting notes:

We examined the 8 National Association of Colleges and Employers (NACE) Competencies and how it relates to our work and what we are seeing with recent graduates entering the workforce. We agreed to using the 8 competencies as a part of our HR BPC goals.

The 8 NACE competencies:

1. **Critical Thinking/Problem Solving:** Exercise sound reasoning to analyze issues, make decisions, and overcome problems. The individual can obtain, interpret, and use knowledge, facts, and data in this process, and may demonstrate originality and inventiveness.
2. **Oral/Written Communications:** Articulate thoughts and ideas clearly and effectively in written and oral forms to persons inside and outside of the organization. The individual has public speaking skills; can express ideas to others; and can write/edit memos, letters, and complex technical reports clearly and effectively.
3. **Teamwork/Collaboration:** Build collaborative relationships with colleagues and customers representing diverse cultures, races, ages, genders, religions, lifestyles, and viewpoints. The individual can work within a team structure and can negotiate and manage conflict.
4. **Digital Technology:** Leverage existing digital technologies ethically and efficiently to solve problems, complete tasks, and accomplish goals. The individual demonstrates effective adaptability to new and emerging technologies.
5. **Leadership:** Leverage the strengths of others to achieve common goals and use interpersonal skills to coach and develop others. The individual can assess and manage his/her emotions and those of others; use empathetic skills to guide and motivate; and organize, prioritize, and delegate work.
6. **Professionalism/Work Ethic:** Demonstrate personal accountability and effective work habits, e.g., punctuality, working productively with others, and time workload management, and understand the impact of non-verbal communication on professional work image. The individual demonstrates integrity and ethical behavior, acts responsibly with the interests of the larger community in mind, and can learn from his/her mistakes.
7. **Career Management:** Identify and articulate one's skills, strengths, knowledge, and experiences relevant to the position desired and career goals and identify areas necessary for professional growth. The individual can navigate and explore job options, understands and can take the steps necessary to pursue opportunities, and understands how to self-advocate for opportunities in the workplace.
8. **Global/Intercultural Fluency:** Value, respect, and learn from diverse cultures, races, ages, genders, sexual orientations, and religions. The individual demonstrates, openness, inclusiveness, sensitivity, and the ability to interact respectfully with all people and understand individuals' differences.

Conclusion

Meeting notes:

We will invite Associate Dean Barbara Cipriano of Public Safety Program to the next meeting to discuss how her industry has a clear and established pipeline for hiring and recruiting.

We will finalize the list of our goals and what we need to accomplish.

The next meeting will take place at the BDB on Thursday May 23rd, 2019, 3:00-4:30pm.



**INSPIRING HOPE,
ADVANCING SKILLS,
TRANSFORMING LIVES**

**PALM BEACH STATE
COLLEGE**