



## Soft Skills Committee Meeting Agenda

Date and Time: October 30, 2019, 9:00 a.m. – 11:00 a.m.

Location: CareerSource Brevard Boardroom, 297 Barnes Blvd., Rockledge

Call – In Number: 321-394-0707

**Roll Call and Introductions – Megan Cochran**

**Updates from Committee Partners - All**

**Review September 24 Consortium Feedback – Megan Cochran**

**Develop a Strategy to Bring Soft Skills Training to Healthcare Employees – All**

- **Two Focus Areas Identified**
  - Entry Level Employees
  - Supervisory Level Employees
- **Current Resource Review**
  - Soft Skills Tool Box <http://takeaimbrevard.com/wp-content/uploads/2019/07/Soft-Skills-Tool-Box-July-2019-1.pdf> F
  - Fundamentals of Healthcare Competency Model
    - <https://www.careeronestop.org/CompetencyModel/competency-models/fundamentals-of-health-care.aspx>
- **Possible Training Delivery Methods**
  - Web-based (Florida Ready to Work-WIN Soft Skills or others listed in Tool Box)
  - Business Learning Event or Workshop for Supervisors
  - Customized On Site Training Programs
  - Promotion of Communitywide Training Options
  - Other
  - Free, Fee-based, CEU's issued, etc.?
- **Next Steps**

**New Discussion Items – All**

**Review Action Plan and Update - All**

**Next Meeting Date –**