

## **Career Readiness Assistance Work Group Charter**

Dated: January 22, 2019

### **Economic Development Council TCPI**

The Economic Development Council for Okaloosa County, Florida (EDC) is a non-profit, public-private partnership serving Okaloosa County. The EDC formulated the Tri-County Community Partnership Initiative (TCPI) in 2013 to foster the advancement of innovative collaborations supporting both local military installations and communities, and to serve as an intermediary to help advance parameters for enhanced partnerships.

### **Eglin AFB CPP**

In Fiscal Year 2012, Air Force leadership directed the service to test a prototype process where installation and community leaders could develop creative ways to leverage capabilities and resources to reduce operating and service costs in support of the Air Force mission. For FY 2013, thirteen installations – including Eglin AFB – were identified to participate in the Air Force Community Partnership Initiative and follow a prescribed community outreach process to aid in the development of potential partnerships, projects and platforms. Eglin's community-wide Air Force Community Partnership Initiative kick off was held April 15, 2014. Eglin's CPI Team was overseen by SAF/IEI and 96th Civil Engineer Group with facilitation provided by Marstel-Day LLC. The general framework identified four target areas for partnership projects: 1) Live – Community Services; 2) Learn – Educational & Workforce Development; 3) Work – Facilities & Infrastructure; and 4) Play – Recreation & Leisure.

### **EDC, Eglin and Hurlburt Community Partnership Program**

The official EDC, Eglin and Hurlburt Community Partnership Program Leadership Committee was formalized February 11, 2015 at a table top exercise facilitating a charter execution amongst the three entities. This instrumental document establishes the Eglin and Hurlburt Community Partnership Program (EHCPP) Leadership Committee for the purpose of promoting partnerships and collaboration between Eglin Air Force Base, Hurlburt Field, local governments, and other public and private entities.

TCPI and CPP successes rely on specifically formulated working groups and sub-tasks championed by military and community partners.

### **Work Group Scope**

This Work Group was formed as a vehicle to review, vet and advance potential partnership ideas and opportunities in collaboration among military and community partners. This objective is accomplished through regular Work Group meetings and interface. The Work Group will be required to report all activities and findings at each TCPI and CPP meeting.

This Group is a collaborative working environment for partnership discussions and engagement to enhance the career readiness process and opportunities to secure gainful employment in the local area.

## **Memorandum of Understanding**

On November 9, 2015, CareerSource Okaloosa-Walton, the 96<sup>th</sup> Test Wing at Eglin Air Force Base and the 1<sup>st</sup> Special Operations Wing at Hurlburt Field executed a Memorandum of Understanding as a vehicle to collaborate, create and preserve jobs for transitioning service members and to connect them to career opportunity and training services.

### **Goals**

- Reduce military expenditures
- Increase military transitioners' civilian career readiness
- Increase transitioning service members' awareness of civilian training and employment opportunities
- Increase tri-county area employers awareness of available skillset pipeline
- Reduce unemployment of veterans and spouses

### **Objectives**

- Increase participation in training and internship programs
- Increase % of individuals planning to stay in the area
- Increase % of available skilled workforce
- Decrease time drawing unemployment compensation
- Increase hiring of veterans and spouses

This Work Group will partner with other work groups as needed to accomplish goals and objectives.

### **Members**

The Work Group shall consist of a "core group" of members led by three volunteer co-chairs—including one each from Eglin AFB, Hurlburt Field and CareerSource Okaloosa-Walton.

The core members include but are not limited to:

- Airman and Family Readiness Centers
- Air Force Education Centers
- CareerSource Okaloosa-Walton
- Economic Development Council of Okaloosa County
- Northwest Florida State College
- Technology Coast Manufacturing and Engineering Network, TeCMEN

The core group exercises the right to invite specific individuals to serve as volunteer Work Group members as applicable. A member roster is available separately.

### **Meetings**

- Meetings will take place during the bimonthly TCPI Work Group Workshop meetings designed for this purpose.
- Additional meetings will be scheduled as necessary at a convenient time and location.

### **Signatures**

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Community Co-Chair

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Eglin AFB Co-Chair

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Hurlburt Field Co-Chair

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