

Florida Credentials Review Committee

Meeting Agenda

MICROSOFT TEAMS | [JOIN THE MEETING](#)

MAY 8, 2025 • 1:00 – 3:00 P.M., ET

Chair's Welcome and Remarks

Katie Crofoot

Consent Item

1. Approval of Feb. 6, 2025, Meeting Minutes

Appeals to Decisions of the Credentials Review Committee

Liz Glenn

Status Update on the 2025-2026 Master Credentials List

Liz Glenn

Action Item

1. Updates to the Master Credentials List

Update on Credential Inventory Database

Liz Glenn

CAPE Updates

Tara Goodman

*Vice Chancellor, Division of Career and Adult Education
Florida Department of Education*

Wage and Demand Overview

Kristy Farina

*Economic Research and Analysis Administrator
FloridaCommerce*

Open Discussion and Public Comment

Chair's Closing Remarks

Katie Crofoot

Upcoming Meeting

August 7, 2025 | Betty Easley Center, Tallahassee

Consent Item 1

Approved _____
Disapproved _____

Consent Item 1

February 6, 2025, MEETING MINUTES

In accordance with Article VII, Section 7.3 of the approved bylaws and the Credentials Review Committee Charter, the corporation is required to keep correct and complete books and records of accounts and shall keep minutes on the proceedings of the board of directors.

FOR CONSIDERATION

- **Approval of February 6, 2025, Meeting Minutes, to include any modifications or changes noted by the Committee.**

**Credentials Review Committee
Meeting Minutes
February 6, 2025**

I. CALL TO ORDER

Chair Katie Crofoot called the meeting to order at 1:00 p.m. ET.

II. ROLL CALL

The following members were present:

Katie Crofoot McManus
Michael Biskie
Bob Boyd
Chancellor Paul Burns
Adam Callaway
Ernie Friend
Christopher Constantine
Lloyd Gregg
Diane Head
Chancellor Kathy Hebda
Debbie Magruder
Chancellor Kevin O'Farrell
James Taylor
Lindsey Volpe

III. CHAIR'S WELCOME AND REMARKS

Chair Crofoot highlighted the meeting agenda and went over housekeeping items.

IV. CONSENT ITEM

December 4, 2024, Meeting Minutes

Chair Crofoot called for a vote to approve the Consent Item.

Motion: Kevin O'Farrell
Second: James Taylor

The consent item passed unanimously. There were no comments.

VI. APPEALS TO DECISIONS OF THE CREDENTIALS REVIEW COMMITTEE

CareerSource Florida Vice President of Workforce Program Development Victoria Gaitanis provided an update on recent appeals activity related to applications submitted to the Credentials Review Committee.

VII. STATUS UPDATE ON THE 2025-2026 MASTER CREDENTIALS LIST

CareerSource Florida Vice President of Workforce Program Development Victoria Gaitanis then went over the 2025-2026 Master Credentials List applications received within the quarter. She highlighted credentials that were added and removed, noting what had changed since the 2024-2025 Master Credentials List.

VIII. ACTION ITEMS

Chair Crofoot asked CareerSource Florida Vice President of Workforce Program Development Victoria Gaitanis to present the action items.

1. Updates to the 2025-2026 Master Credentials List

Motion: Lindsay Volpe

Second: Mike Biskie

The action item passed unanimously. There were no public comments.

2. Revisions to the Framework of Quality

Motion: Christopher Constantine

Second: Bob Boyd

The action item passed unanimously. There were no public comments.

IX. UPDATE ON CREDENTIAL INVENTORY DATABASE

Director of Workforce Program Development Dehryl McCall provided an update on the Credential Inventory Database (CID), reminding members of the committee that within CareerSource Florida's 2024-2025 budget, the Board of Directors approved funding for the creation of this database.

McCall went over the CID, speaking to what its purpose is, and noted the goal launch date of April 1, 2025.

XI. OPEN DISCUSSION AND PUBLIC COMMENT

Chair Crofoot opened the meeting up for discussion and public comment.

Credentials Review Committee member James Taylor proposed the inclusion of higher education representation earlier in the credential review process. Chair Crofoot asked Vice President of Workforce Program Development Victoria Gaitanis to take Taylor's recommendation and bring forward proposal(s) at the next Credentials Review Committee meeting.

There were no comments from the public.

XII. CHAIR'S CLOSING REMARKS

Chair Crofoot thanked Committee members and presenters for their time and participation before reminding Committee members of upcoming meetings.

The meeting was adjourned at 1:43 p.m.

XIII. BOARD SECRETARY CERTIFICATION

In accordance with Article VII, Section 7.3, I hereby certify these minutes reflect the proceedings by the Board of Directors of CareerSource Florida, have been reviewed by the Board, and approved or approved with modifications which have been incorporated herein.

Adrienne Johnston
Board Secretary

Date

Additional meeting dialogue is recorded and available online at this link:
[Credentials Review Committee February 2025 Meeting - CareerSource Florida](#)

Approved _____
Disapproved _____

Action Item 1

APPROVAL OF THE 2025-2026 MASTER CREDENTIALS LIST

The Reimagining Education and Career Help (REACH) Act amended Chapter 445.004, Florida Statutes, and requires that the Credentials Review Committee (“the Committee”) define “Credentials of Value” and make recommendations for these credentials to be added to a state-approved Master Credentials List or MCL.

In December 2022, the Credentials Review Committee approved the definition for Credentials of Value and a Framework of Quality by which these credentials would be evaluated. This [Framework of Quality](#) is used to evaluate credentials for inclusion on the state-approved Master Credentials List.

By action of the Credentials Review Committee, the Framework of Quality has been amended three times since its adoption in 2022; once in September 6, 2023, to reflect statutory changes and to update the framework with references to current labor market information; once in August 14, 2024, to allow the Committee to consider more current labor market information identified by the Labor Market Statistics Center within the Florida Department of Commerce and the Labor Market Estimating Conference created in Section 216.136, Florida Statutes; and again in February 6, 2025, to evaluate the credentials based on value.

There was a total of 48 credential applications received by March 31, 2025, deadline. Of these applications, 27 were unduplicated and valid submissions, which included:

- 15 submissions for new credential evaluation.
- 1 submission for an existing credential on the MCL flagged for demand concerns
- 7 submissions for existing credentials on the MCL flagged for wage concerns.
- 4 submissions for existing credentials on the MCL flagged for both wage and demand concerns.

In addition, the interagency team evaluated 30 existing credentials on the MCL flagged for removal due to wage concerns or demand concerns. In total, the interagency team evaluated 57 credentials.

Each credential was evaluated using the Framework of Quality to ensure it met the following criteria:

- Meets the definition of an industry certification.
- Direct linkage to a Standard Occupation Classification (SOC) code that meets the required demand, wage criteria and is recognized by industry.

The evaluation of new credential applications led to the recommendation to add 12 additional credentials to the 2025-2026 Master Credentials List. Those credentials are as follows:

Name of Credential	Submitted by
1. Control Tower Operation (CTO) Certificate	Florida School District - Polk
2. AI Industry Acceleration Specialist (AIAS)	Local Workforce Development Board-Palm Beach County
3. Microsoft Certified: Power BI Data Analyst Associate	Local Workforce Development Board Okaloosa Walton
4. Microsoft Certified: Azure Security Engineer Associate	Local Workforce Development Board Okaloosa Walton
5. Microsoft Certified: Windows Server Hybrid Administrator Associate	Local Workforce Development Board Okaloosa Walton
6. Certified Information Security Manager (CISM)	Local Workforce Development Board Okaloosa Walton
7. Certified Information Systems Auditor (CISA)	Local Workforce Development Board Okaloosa Walton
8. AWS Certified DevOps Engineer - Professional	Local Workforce Development Board Okaloosa Walton
9. AWS Certified Solutions Architect - Professional	Local Workforce Development Board Okaloosa Walton
10. Elanco Veterinary Medical Applications Certification	Florida School District - Marion County Public
11. MSSC Certified Forklift Technician (CFT)	Florida College System-Valencia College
12. Cyber Specialist	Local Workforce Development Board Palm Beach County

Additionally, the evaluation of new credential applications led to the recommendation to deny 3 credentials for inclusion in the 2025-2026 Master Credentials List. These credentials did not meet the established criteria outlined in the Framework of Quality and are as follows:

Name of Credential	Submitted by	Reason for Denial
1. AI Business Implementation Practitioner	Local Workforce Development Board Palm Beach County	Not recommended. <ul style="list-style-type: none"> No Valid SOC: The credential/application does not correspond to any existing Standard Occupational Classification (SOC) code, making it difficult to connect to a recognized occupation. Based on the exam and course objectives provided, the credential offers basic knowledge or skills. It serves as an entry-level qualification rather than a direct link to a specific occupation. Application is Incomplete: The application is missing the required <i>Economic Development Supporting</i> documentation.
2. World Association of Master Chefs - Culinary Foundations	Florida College System-Northwest Florida State College	Not recommended. <ul style="list-style-type: none"> Does not Meet Wage or Demand: The credential tied to SOC 35-9099 does not meet wage or demand criteria. Skills Review: The credential's website lacks essential skills or learning objectives necessary for evaluation or connection to an occupation. Website malfunctioning during evaluation.
3. Dante Certification Level 1	Florida School District-Orange	Not recommended. <ul style="list-style-type: none"> No SOC Linkage Established: There isn't sufficient information available to connect this credential to any Standard Occupational Classification (SOC) code, which prevents evaluating whether it aligns with the Framework of Quality. Foundational Nature of Credential: Describes basic knowledge in digital audio, video, and networking but lacks skill details or occupational relevance.

The interagency team successfully resolved a total of 38 flagged credentials. This includes resolved flags for demand and wage for 8 credential applications submitted by stakeholders and addressed wage concerns for 30 existing flagged credentials. Using sequencing through formal articulation agreements, the team successfully resolved the 30 existing flagged credentials, ensuring alignment with established standards and labor market needs. These efforts underscore a commitment to quality and systemic improvement. This includes the following credentials:

Name of Credential	Flag cured/removed for: (wage or demand)
1. Equine Studies (Associate in Science)	Recommended flag removal for demand.
2. Phlebotomy	Recommended flag removal for wage.
3. Nursing Assistant (Long-Term Care)	Recommended flag removal for wage.
4. Medical Assisting	Recommended flag removal for wage.
5. Pharmacy Technician	Recommended flag removal for wage.
6. Massage Therapy	Recommended flag removal for wage.
7. Nursing Assistant (Articulated)	Recommended flag removal for wage.
8. Advanced Composites	Recommended flag removal for wage.
9. Emergency Medical Technician (Industry Certification)	Recommended flag removal for wage.
10. Registered Healthcare Documentation Specialist (RHDS)	Recommended flag removal for wage.
11. Certified Medical Assistant (CMA)	Recommended flag removal for wage.
12. Registered Medical Assistant (RMA)	Recommended flag removal for wage.
13. Registered Phlebotomy Technician (RPT)	Recommended flag removal for wage.
14. Certified Phlebotomy Technician	Recommended flag removal for wage.
15. Biotechnician Assistant	Recommended flag removal for wage.
16. Massage and Bodywork Licensing Examination (MBLEx)	Recommended flag removal for wage.
17. FAA Certified Flight Instructor License	Recommended flag removal for wage.
18. Correctional Probation Officer	Recommended flag removal for wage.
19. QuickBooks Certified User	Recommended flag removal for wage.
20. Intuit Certified Bookkeeping Professional	Recommended flag removal for wage.
21. Certified Medical Administrative Assistant (CMAA)	Recommended flag removal for wage.
22. Certified Phlebotomy Technician (CPT)	Recommended flag removal for wage.
23. Certified Clinical Medical Assistant (CCMA)	Recommended flag removal for wage.
24. Certified Pharmacy Technician (CPhT)	Recommended flag removal for wage.
25. National Certified Medical Office Assistant (NCMOA)	Recommended flag removal for wage.
26. NIMS Machining Level II - Manual Milling Skills II	Recommended flag removal for wage.
27. Certified Pharmacy Technician (CPhT)	Recommended flag removal for wage.
28. Geographic Information System	Recommended flag removal for wage.
29. Field Survey Technician	Recommended flag removal for wage.
30. Emergency Medical Technician (CCC)	Recommended flag removal for wage.
31. Specialist in Precision Optics (SPO) ETAIN022	Recommended flag removal for wage.
32. Technician in Precision Optics (SPO) ETAIN023	Recommended flag removal for wage.
33. Certified Veterinary Assistant	Recommended flag removal for wage.
34. HBI Pre-Apprenticeship Certificate Training (PACT), Electrical	Recommended flag removal for wage.

35. HBI Pre-Apprenticeship Certificate Training (PACT), Carpentry	Recommended flag removal for wage and demand.
36. HBI Pre-Apprenticeship Certificate Training (PACT), Building Construction Technology	Recommended flag removal for wage and demand.
37. HBI Pre-Apprenticeship Certificate Training (PACT), Core	Recommended flag removal for demand only. Local demand approved.
38. HBI Pre-Apprenticeship Certificate Training (PACT), Core Green	Recommended flag removal for demand only. Local demand approved.

The evaluation of existing flagged credentials resulted in the recommendation to deny the removal of flags for 4 existing credentials submitted by stakeholders. These credentials failed to meet the standards established in the Framework of Quality. Applications for flag resolution for these credentials may be resubmitted and there is ongoing communication with the submitters on the outlined deficiencies. Credentials flagged for a second year that fail to resolve deficiencies will be removed from the MCL on December 1, 2025. Credentials flagged for a first year that fail to resolve deficiencies will be removed on December 1, 2026. These existing credentials include the following:

Name of Credential	Flag cured/removed for: (wage or demand)	Reason for denial
1. HBI Pre-Apprenticeship Certificate Training (PACT), Core	Not Recommended flag removal for wage.	Based on the information provided: <ul style="list-style-type: none"> • Fails Framework of Quality Criteria: The credential does not meet the requirements for a "credential of value" under s. 445.004(3), F.S., or align with the Framework of Quality due to insufficient evidence supporting SOC linkage, earnings outcomes, and wage demand. • Foundational Credential: The credential described offers introductory instruction and skills but lacks alignment with proposed occupations or advanced career pathways. • Website Limitations: The HBI website and curriculum fails to provide adequate learning objectives or documentation to establish connections to occupations with middle- to high-level wages or demand. • Flagged for Removal: As the credential is in its second year of being flagged, it is scheduled for removal from the Master Credential List (MCL) on December 1, 2025, unless these issues are resolved.
2. HBI Pre-Apprenticeship Certificate Training (PACT), Core Green	Not Recommended flag removal for wage.	Based on the information provided: <ul style="list-style-type: none"> • Fails Framework of Quality Criteria: The credential does not meet the requirements for a "credential of value" under s. 445.004(3), F.S., or align with the Framework of Quality due to insufficient evidence supporting SOC linkage, earnings outcomes, and wage demand. • Foundational Credential: The credential described offers introductory instruction and skills but lacks alignment with proposed occupations or advanced career pathways. • Website Limitations: The HBI website and curriculum fails to provide adequate learning objectives or documentation to establish connections to occupations with middle- to high-level wages or demand.

		<ul style="list-style-type: none"> • Flagged for Removal: As the credential is in its second year of being flagged, it is scheduled for removal from the Master Credential List (MCL) on December 1, 2025, unless these issues are resolved.
3. Emergency Medical Technician – ATD (Credit Hour)	Not Recommended flag removal for wage.	<p>Based on information provided:</p> <ul style="list-style-type: none"> • Fails Framework of Quality Criteria: The credential does not meet the requirements for a "credential of value" under s. 445.004(3), F.S., or align with the Framework of Quality due to insufficient evidence supporting SOC linkage, earnings outcomes, and wage demand. • The submitter did not provide any additional/new information. • Application incomplete: The submitter included two credentials in the application. • Flagged for Removal: As the credential is in its first year of being flagged, it is scheduled for removal from the Master Credential List (MCL) on December 1, 2026, unless these issues are resolved.
4. Emergency Medical Technician – ATD (Clock Hour)	Not Recommended flag removal for wage.	<p>Based on information provided:</p> <ul style="list-style-type: none"> • Fails Framework of Quality Criteria: The credential does not meet the requirements for a "credential of value" under s. 445.004(3), F.S., or align with the Framework of Quality due to insufficient evidence supporting SOC linkage, earnings outcomes, and wage demand. • The submitter did not provide any additional/new information. • Application incomplete: The submitter included two credentials in the application. • Flagged for Removal: As the credential is in its first year of being flagged, it is scheduled for removal from the Master Credential List (MCL) on December 1, 2026, unless these issues are resolved.

The quarterly review and application evaluation was conducted by an interagency team of subject matter experts from the Department of Commerce, Department of Education, and CareerSource Florida. With the approval of the Credential Review Committee the 2025-2026 Master Credentials List will now include 2,384 total credentials consisting of:

- 296 degree credentials
- 872 non-degree credentials
- 577 industry certifications
- 597 registered apprenticeships
- 42 K-8 Cape digital tools

If approved, the new 2025-2026 Master Credentials List is sent to the CareerSource Florida Board of Directors for delivery to the State Board of Education. Credentials identified for removal will remain on the list for at least one year after identification for removal. Valid submitters may reconcile eligibility issues and re-submit credentials.

After approval and prior to the State Board of Education meeting, there may arise the need for technical revisions to the list, such as revisions to certification names, availability of the certification, or code numbers that need to be revised.

FOR CONSIDERATION

- Approve the 2025-2026 Master Credentials List and send these recommendations to the CareerSource Florida Board of Directors for delivery to the State Board of Education.
- Approve technical revisions to the list by the Department of Education, as needed without adding or removing any credentials not explicitly described in this Action Item.

ATTACHMENTS

- [Framework of Quality](#)
- [2025-2026 Master Credentials List](#)

Information Items



Florida Credentials Review Committee

Speaker Bios

Kristy Farina



Kristy Farina serves as the administrator of economic research and program performance in FloridaCommerce's Bureau of Workforce Statistics and Economic Research. Farina's team analyzes labor market and workforce data to support economic decision-making and policy planning across Florida.

Before her role with FloridaCommerce, Farina served as faculty at Florida State University, supporting K-12 education research through data analysis and measure design.

Tara Goodman



Tara Goodman serves as vice chancellor for the Florida Department of Education's Division of Career and Adult Education. Goodman oversees operations for the division's bureaus for career and technical education programs, adult education programs, grants administration and the research and evaluation unit. In addition, she is responsible for the implementation of the Florida Career and Professional Education (CAPE) Act.

She has more than 20 years of experience conducting policy review and program implementation for workforce education programs in Florida.

Since 1996, Goodman has held positions at the Postsecondary Education Planning Commission, the Council for Education Policy, Research and Improvement, and the Florida Board of Regents. She lives in Tallahassee.