



WORKFORCE
CENTRAL FLORIDA

Executive Committee

Meeting Agenda

Tuesday, December 4, 2012

9:00 a.m. - 10:30 a.m.

WCF Administrative Office

707 Mendham Blvd., Suite 250, Orlando, FL 32825

Conference Call-in phone number: (407) 531-1242

Welcome & Chair's Remarks Kevin Shaughnessy

- Introductions
- Roll Call/Establishment of Quorum
- Public Comment

Approval of Minutes from Previous Meetings (9/20/12)..... Kevin Shaughnessy

Information/Discussion Items Kevin Shaughnessy

- Youth Committee
- Governance Committee
 - Board of Directors Roster
- Program Committee
- Audit Committee
- Finance Committee
 - Recommendation for RFQ on Financial Consulting
 - Update on Space Plan
- DEO matters
- Review 12/13/12 WCF Consortium and WCF Board of Directors' Joint Meeting Agenda

Chairman's Closing Remarks Kevin Shaughnessy

Upcoming Meetings:

- Joint Meeting of the WCF Consortium & Board of Directors: December 13, 2012, 9:00 am to 10:30 am
/ Location: Baker & Hostetler LLP, SunTrust Center, 200 S. Orange Ave. Suite 2300, Orlando, FL 32801)
- Executive Committee Meeting: January 15, 2013 / 9:00 am to 10:30 am
/ Location: WCF Administration Office

DRAFT

Executive Committee Meeting

**WCF Admin
707 Mendham Blvd., Suite 250
Orlando, FL 32825
Thursday, September 20, 2012
11:00 a.m.**

MINUTES

MEMBERS PRESENT: Kevin Shaughnessy, Greg Beliveau (via phone), Eric Jackson, Thomas Katheder, Leland Madsen, William F. Merck II (via phone), Dr. Sanford Shugart, and Rick Walsh (via phone)

MEMBERS ABSENT: Wendy Brandon and Thomas Yochum

STAFF PRESENT: Pam Nabors, Kevin Neal and Kaz Kasal

CALL TO ORDER

Mr. Shaughnessy called the meeting to order at 11:04am and welcomed those in attendance.

ESTABLISHMENT OF QUORUM

Ms. Kasal commenced with roll call and reported that there was a quorum present.

PUBLIC COMMENT

None offered.

APPROVAL OF MINUTES FROM PREVIOUS MEETING (7/20/12)

After review of minutes, Dr. Shugart made a motion to approve the Minutes from the 7/20/12 Executive Committee Meeting. Mr. Katheder seconded, motion passed.

PRESIDENT'S REPORT

Ms. Nabors reported that over the last 60 days she has focused on four areas:

- 1) Met with board members one-on-one to discuss WCF in general terms and strategic plan process input. By next week she will have met all board members.
- 2) Commenced with an internal review of WCF processes and systems. Currently updating the financial procurement contracting procedures – DEO is currently reviewing, then the Finance Committee will weigh in.
- 3) Hiring key positions:
 - CFO – temporary alternative to be discussed at today's meeting
 - Compliance Director - interviews are underway
 - HR Director – posting still currently out

- Communications Director – identified a candidate to hire, pending background check
- 4) Evaluating program service delivery and reviewing the centers.
- Have been meeting with Mr. Shaughnessy to discuss ways to move forward.
 - Looking to consolidate leases within the next calendar year – working with Mr. Katheder on this.
 - Promoted Ms. Hinton to Director of Programs and Mr. Boone to Director of Customer Service – to oversee programs and service delivery.
 - Met with managers and staff at all locations.
 - Working with Dr. Shugart, held two forums this month for general public, key stakeholders and businesses for their input on the five-year strategic plan. Received very good feedback at both forums.
 - Working to put together the compliance plan so ready for submittal to DEO by month-end.

Mr. Shaughnessy added that he, Ms. Nabors and Mr. Neal attended the workforce state meetings in Pensacola, Florida. Mr. Shaughnessy stated he attended the workforce board chair meeting with the chairs from the other 23 workforce boards to discuss workforce issues. He also met with Mr. Deutsch and the Inspector General, Joe Maleszewski to discuss the resolution of the remaining outstanding issues. Their response was that they are committed to resolving these issues, but were concerned that it might be delayed until after the presidential election.

Mr. Shaughnessy reported that four candidates were interviewed for the CFO position. There were two offers made and both declined. Mr. Shaughnessy commented that the CFO is a critical position and he has been discussing with Ms. Nabors that on an interim basis a consultant from a CPA could be hired. Ms. Nabors reported that the Audit Committee was in favor of this alternative; they felt this was a good interim strategy, but not for long term. Mr. Shaughnessy concurred this would only be in the interim and asked for input from other in the Executive Committee. The Executive Committee also concurred this was a good strategy in the interim. Once WCF's track record is more positive and reputation is gained back, the CFO position might be more appealing and attract a larger pool of qualified candidates. Mr. Shaughnessy asked Ms. Nabors to leave to CFO posting open.

Governance Committee

Mr. Shaughnessy stated they are looking to create a Governance Committee to review bylaws and ensure we are properly following procedures. This committee will also focus on the growth and development of the board, as well as attracting individuals from private and public center to serve on this board. The Executive Committee concurred with establishing a Governance Committee.

Mr. Jackson, Mr. Walsh and Mr. Beliveau volunteered to serve on this committee. Mr. Shaughnessy will review the board list and appoint others to serve on this committee.

Program and Strategic planning matters

Dr. Shugart reported that staff prepared and facilitated two forums: one for key stakeholders, job seekers and general public, and the other for businesses. Good feedback was received from both forums on job seekers' experiences and ways to partner. This input will be part of the shaping of the draft plan. At the board meeting next week, the board will be asked to approve the draft plan and then it will be submitted to the State. As the plan will still be in draft mode when received back from the State, we will continue to solicit further input from the community.

Dr. Shugart stated that with the current high unemployment rate there is a big shift in themes: shift from long term to a short term, broader array of jobs; shift to additional ITAs with more client choice; shift to more partnering with businesses and community organizations.

Mr. Shaughnessy added the following:

- 1) Partnering needs to have greater focus – Manpower, a temporary placement agency, was present at the business forum and they discussed strategies which they are willing to share and partner with us.
- 2) Youth Council – Mr. Shaughnessy has appointed 12 members with a very good diversity of vocation, child services, programs, etc.- he still needs to locate a parent to serve on this council. The listing of Youth Council members will be presented to the board for approval next week.

Mr. Shaughnessy advised that WCF staff are too compartmentalized and need to be cross-trained – so any staff can take an issue and work with it to the end. Staff also need to be more motivated to quickly serve our customers.

Audit Committee Report

Mr. Alvarez reported that the Audit Committee met this morning. They reviewed and discussed the evaluation results on the RFP for auditing services. There were six proposals and the Audit Committee concurred with the evaluating team to bring to full board for approval the recommendation to contract with Cherry Bekaert & Holland, LLP to provide auditing services for the A-133 audit. This firm had the lowest fee and experience working on large workforce boards, similar to our size.

Ms. Nabors reported that they received a letter from DEO stating that they have accepted the 2010 Preventative Correction Action Plan. With regard to the 2011 plan – DEO had several questions and staff will be responding back to them by tomorrow, 9/21/12. It is anticipated that the 2011 plan will be resolved and accepted by month-end.

Mr. Katheder stated that a one year anniversary story needs to be worked up, consisting of 6 to 10 bullets on the difference made between the old and new board. We need to be proactive and push this message out. Dr. Shugart suggested that we go back to the issues that the media brought forth and show what has been done to address and positively resolve these issues. Mr. Shaughnessy stated he will work on the story with Ms. Nabors and Mr. Neal and review with Executive Committee.

403(b)

Cross, Fernandez & Riley brought to the Board's attention the issue with the 2009 audit and the IRS requirement that 403(b) plans need to be audited. The former plan administrator was not set up to respond to the new requirements. In 2010, WCF switched to One America. Currently, audits '09, '10 and '11 are

needing to be filed with USDOL / IRS. The plan is to file all three audits in October 2012. WCF has engaged an ERISA attorney, Jeffrey Ashendorf with Ford & Harrison, who understands the late filing processes.

Ms. Nabors stated that there is no committee or subcommittee overseeing the 403(b) plan – usually there is a committee that oversees plans and makes sure of proper reporting. Also there is no expertise on this internally.

Mr. Merck agreed to add the oversight of the 403(b) plan to the Finance Committee and will add it to the agenda for the next meeting. The Executive Committee concurred with this arrangement. Mr. Katheder advised that standard CGO & E&O policies cover this type of risk – so the committee is not exposed.

Review of Board Agenda

Mr. Shaughnessy advised to add the 403(b) issue to the Agenda so full board can review.

Mr. Shaughnessy added an action item on the Agenda for board's approval on his appointees to Youth Council.

ACTION ITEM

Approval of proposed calendar of board and committee meetings

Ms. Nabors reviewed a proposed calendar draft of board and committee meetings. This was based on the survey went out to the board members, which 2/3 responded. The most popular day and time was Tuesday mornings. On the draft calendar, six board meetings are proposed per program year, with Board and Consortium meeting back-to-back in December and January. All committee meetings will be held at WCF Administration office. Next March or April, another draft calendar will come out for the board to approve for PY 13-14.

Mr. Shaughnessy advised that the Executive Committee meetings should be held one week in advance of Board meeting, and Board meeting packets should be sent out to all board members one week prior to Board meeting. Other Executive Committee meetings can be held as needed and if a short meeting then this will be conducted via phone. The Executive Committee concurred with this and decided on a 9:00 am to 10:30 am timeframe for their regularly scheduled meetings.

Mr. Jackson asked if this could be sent via Outlook as well. Ms. Nabors concurred. Mr. Shaughnessy added this will also be posted on the website.

Mr. Walsh commented that at the Business Forum there were not many employers providing feedback. Dr. Shugart concurred and that one of five key strategic goals in the plan focuses on a deeper evaluation from the customer experience perspective - from both the job seeker and businesses.

Ms. Nabors stated that components of the plan are up on the WCF website for review. Mr. Katheder asked that the board receive an email with the link to the plan.

CHAIR'S CLOSING REMARKS

Mr. Shaughnessy thanked all those who attended today's meeting.

There being no other business, the meeting was adjourned at 12:13 p.m.

Upcoming Meetings:

December 4, 2012 9:00 am to 10:30 am

Respectfully submitted,

Kaz Kasal
Sr. Administrative Assistant

BOARD ROSTER and COMMITTEE ASSIGNMENT

Private Sector	Seat #	Name	Effective Date of Appointment	Term Ends	Committee Assignment
LAKE – 3 seats; 13.33% of total private sector seats (297,052 of 2,227,831)					
	001	Robert Thompson, Director of Development, South Lake Hospital		6/30/15	Finance Committee
	002	Catherine Hanson, Broker/Owner, Catherine Hanson Real Estate, Inc.	10-5-2011	6/30/15	Secretary, Executive Committee, Program Committee, and Governance Committee
	003	Greg Beliveau, President/Owner, LPGA Urban and Regional Planners	10-5-2011	6/30/13	
ORANGE – 10 seats; 51.44% of total private sector seats (1,145,956 of 2,227,831)					
	004	Richard Walsh, President, Knob Hill Companies	9/29/2011	6/30/14	Executive Committee and Governance Committee
	005	Thomas Katheder, VP, Legal Dept., Walt Disney Parks and Resorts	10-5-2011	6/30/13	Vice Chair, Executive Committee and Chair -Legal Services Committee
	006	Tom Yochum, Director of Community Services & Business Strategy, Lowndes, Drosdick, Doster, Kantor & Reed (resigning 12/31/12) Paul Bough, Senior Project Manager, URS Corporation (effective 1/1/13)	10-5-2011	6/30/13	Executive Committee and Finance Committee
	007	Kevin Shaughnessy, Partner, Baker& Hostetler, LLC	10-5-2011	6/30/15	Chair, Chair-Executive Committee, Legal Svs. Committee and Governance Committee
	008	Eric Jackson, Partner, TTR Systems	10-5-2011	6/30/14	Executive Committee and Governance Committee
	009	Deborah Clements, Community Relations Manager, Progress Energy	10-5-2011	6/30/15	Finance Committee and Chair-Youth Committee
	010	Dr. Robert Spooney, President/CEO, African American Chamber of Commerce of Central Florida	10-21-2011	6/30/15	Youth Committee
	011	Diana Bolivar, Vice President, Hispanic Chamber of Commerce of Metro Orlando	5/3/12	6/30/14	
	012	Dr. Angela Adams, Executive Director, Central Florida Pharmacy Council	5/3/12	6/30/15	Program Committee
	013	Leticia Diaz, Dean and Professor of Law, Barry University	5/3/12	6/30/13	
OSCEOLA – 2 seats; 12.06% of total private sector seats (268,685 of 2,227,831)					
	014	Vacant		6/30/15	
	015	Vacant		6/30/13	

Private Sector	Seat #	Name	Effective Date of Appointment	Term Ends	Committee Assignment
SEMINOLE – 4 seats; 18.97% of total private sector seats (422,718 of 2,227,831)					
	016	Wendy Brandon, CEO, Central FL Regional Hospital	9/29/2011	6/30/14	Executive Committee and Program Committee
	017	Melanie Cornell, Principal, HKS Architects, Inc.	10-5-2011	6/30/15	Finance Committee
	018	Mark Wylie, President/CEO, Central Florida Chapter Associated Builders and Contractors, Inc.	10-5-2011	6/30/13	Finance Committee
	019	Richard Sweat, President, .decimal	10-5-2011	6/30/13	Program Committee and Audit Committee
SUMTER – 1 seat based on population 4.19% of total private sector seats (93,420 of 2,227,831) plus 1 seat to meet minimum 2 seats per county requirement in Interlocal Agreement					
	020	Leland Madsen, Administrator, Bedrock Resources, Inc.	10-21-2011	6/30/13	Executive Committee
	021	Chuck Todd, Circle C Farms	5/3/12	6/30/15	

Public Sector Seats Required per DEO (see letter dated July 2011)	Seat #	Name	Effective Date of Appointment	Term Ends	Committee Assignment
Education	001	Sanford Shugart, President/CEO, Valencia College	10-5-2011	6/30/15	Executive Committee and Chair-Program Committee
Education, adult education and post-secondary	002	William F. Merck II, VP for Administration and Finance and Chief Financial Officer, University of Central Florida	10-5-2011	6/30/14	Treasurer, Executive Committee, Chair-Finance Committee and Legal Services Committee
DCF	003	William D' Aiuto, Central Regional Managing Director, DCF		6/30/13	
Vocational Rehab	004	Brian Michaels, District Administrator, Division of Blind Services, Dept. of Education	10-21-2011	6/30/14	Program Committee and Youth Committee
Private Sector Training Institution		(Leticia Diaz is fulfilling these requirements representing Barry University)		6/30/13	
Senior Community Service Employment programs	005	Lorna Garrow, Employment & Training Coordinator, Experience Works, Inc.	10-21-2011	6/30/14	
Economic Development	006	Eric Ushkowitz, Economic Development Administrator, Orange County Government	10-5-2011	6/30/15	Chair – Audit Committee, Executive Committee and Program Committee
Economic Development	007	Taylor C. Pancake, Vice-Chairman, Seminole County Port Authority and Senior Counsel, Foley & Lardner		6/30/14	
Labor	008	Jack Plettinck, International Union of Painters & Allied Trades (IUPAT)	10-21-2011	6/30/15	Youth Committee
Labor	009	Vacant		6/30/14	
CSBG, employment and training programs	010	Vacant		6/30/15	
CBO	011	Tirso Moreno, General Coordinator, Farmworker Association of Florida	10-5-2011	6/30/14	
CBO	012	Bob Brown, President/CEO, Heart of Florida United Way	10-5-2011	6/30/14	Chair – Governance Committee
Migrant and Seasonal Farmworker	013	Joseph A. Sarnovsky, Vice President & CFO, Seminole State College	10-5-2011	6/30/15	Finance Committee and Audit Committee

Notes: (1) As additional individuals are appointed to this “Other” category, additional private sector individuals may have to be appointed to maintain the 60% private sector majority required by the current By-Laws. Based on appointments of 2 individuals into the “Other” category, to maintain the 60% private sector majority required by the current By-Laws, the number of private sector business seats may need to increase to 24 (no change of 3 seats in Lake, increases to 12 (+2) in Orange, increases to 3 (+1) in Osceola, remains 4 in Seminole and remains 2 in Sumter.)



WORKFORCE CENTRAL FLORIDA

RFP CERTIFIED PUBLIC ACCOUNTING SERVICES & TECHNICAL SUPPORT EVALUATION SUMMARY

BACKGROUND:

Workforce Central Florida (WCF) requested proposals from qualified firms on October 15, 2012 with a due date to submit response on November 5, 2012.

The criteria of the Request for Qualifications (RFQ) included: Professional Qualifications (including company credentials, description of professional licenses, certifications and affiliations held relevant to the work of the project), company size (number of staff owners, partners, principals, managers and professional/technical employees and their relevant credentials), expertise (description of knowledge and skills of each of the professionals that would be assigned to this project, and demonstrated expertise in federal grant fiscal practice, Florida's workforce development programs, and delivery of technical assistance to similar organizations), experience in related engagements (description of the projects undertaken involving the review, evaluation, audit and/or development of administrative policies and procedures for federally funded entities and past performance) Also, the criteria included, service fee and M/WBE Status.

We received six (6) proposals from following firms: Carolyn Binder CPA, CFO Strategic Partners, CliftonLarsonAllen LLP, James Moore & Co. P.L, Moss, Krusick & Associates, LLC and Taylor, Lombardi, Hall & Wydra P.A.

REVIEW TEAM:

A review team of three was created that included staff from Executive and Finance departments. These team members were:

- Kevin Neal
- Leo Alvarez
- Loretta Talley

SUMMARY:

	Average Score
Carolyn Binder, CPA	82
CFO Strategic Partners	64
CliftonLarsonAllen LLP	87
James Moore & Co., P.L.	77
Moss, Krusick & Associates, LLC	66
Taylor, Lombardi, Hall & Wydra, P.A.	93

RECOMMENDATION:

Based on the review conducted and team scores for The RFQ on Certified Public Accounting Services & Technical Support for Workforce Central Florida, the review team recommends that Taylor, Lombardi, Hall & Wydra, PA (TLH&W) be selected for contract negotiations. TLHW's score and selection was based on their extensive expertise in Workforce Development, their experience in related type of engagements, and their fees being on the lower end of the proposals obtained. WCF staff would also like to request to reserve Clifton, Larson, Allen as an eligible firm for special projects and/or additional services if deemed necessary.



MEMORANDUM

To: Executive Committee

Subject: Workforce Central Florida – Five Year Facility Lease Plan

Date: December 4, 2012

Purpose:

This memo is intended to provide a preliminary timeline of Workforce Central Florida’s five year lease plan and to provide a status update of the initial steps that have been taken.

Background:

As a requirement of Workforce Central Florida’s (WCF) high risk designation, the Department of Economic Opportunity (DEO) requested that WCF provide documentation of all previous unapproved leasehold improvements from fiscal years 2008-09, 2009-10, and 2010-11. On October 9, 2012, DEO issued a letter to WCF approving all prior year leasehold improvements. The letter also established a requirement that WCF submit extensive documentation of all existing lease space and to provide a comprehensive five year facilities plan. WCF Management is assembling the requested documentation for submission to DEO on December 15, 2012.

Status of Space Planning:

WCF currently has nine facilities in the five-county region: WCF Lake/Sumter, WCF Osceola, JobVantage Florida Mall, JobVantage East Colonial, JobVantage Seminole, Special Programs Offices in Orange and Seminole county and the WCF Administrative Offices. Of these locations, there are two offices in Seminole County and two offices in Orange County with leases expiring in 2013. The details of these 4 leases are provided in the chart below.

Vendor Name	Description	Square Ft	Rate Per Square Ft	Date of Inception	Expiration Date
<u>ORANGE COUNTY</u>					
CREC Colonial Plaza	4360 E. Colonial Dr., Orlando	10,790	\$12.36	7/16/2010	10/31/2013
CREC Colonial Plaza	4608 E. Colonial Dr., Orlando	3,000	\$12.36	7/16/2010	10/31/2013
<u>SEMINOLE COUNTY</u>					
Greg Bond	2884 S. Orlando Drive, Sanford	4,900	\$15.27	7/1/2010	8/31/2013
RAMCO	1542 S. French Avenue, Sanford	2,310	\$8.00	3/11/2011	2/28/2013

Neither the East Orange County offices, nor the Seminole County offices are meeting the needs of WCF’s customers. The larger offices are very crowded with the hundreds of job seeker customers coming into the One Stops or “JobVantage Centers” for assistance with unemployment claims, as well as employment and training support. The smaller locations are designated as “Special Projects” offices, and mainly house support office staff. None of the locations has sufficient workshop or conference space to provide required program services. The Seminole Job Vantage office has limited parking for customers.

The Department of Economic Opportunity (DEO) has provided several detailed demographic and geographic analyses on the distribution of job seekers in the Central Florida Region. WCF Management is utilizing these maps and graphs to evaluate the locations of the WCF Centers in relation to job seeker customer addresses. In general, the current WCF locations correspond well to higher concentration of job seeker addresses. However, there are pockets of South Lake County that show higher proportions of job seekers, where WCF does not have a location.

One of the initial steps taken by WCF to determine space options was to contact commercial real estate broker John Doran of RE Commercial. WCF previously used his services in the renewal of WCF's Leesburg location earlier in the year and Thomas Katheder, Chairman of WCF's Legal Services Committee and WCF Management were pleased with Mr. Doran's efforts. Mr. Doran has provided a commercial real estate market analysis including space availability and rates per square foot in Seminole and Orange County. WCF's Management Team and Thomas Katheder met with Mr. Doran last month to discuss various locations and availability. Mr. Doran also assisted WCF (at no cost) with a six-month extension of the lease at the 1542 S. French Ave. location set to expire on 02/28/2013 in order to match the expiration date of the other facility lease in Seminole County on 08/31/2012. The contract addendum was sent last week to the landlord for review and approval. WCF management has a conference call scheduled with Mr. Doran on Friday December 7th to provide a status update.

WCF's Management has also met with Julie Volosin of HKS Architects to assist with evaluation of space needs in the One Stop Career Centers. In October, Ms. Volosin and WCF Management discussed various space concerns, such as the current number of staff per office, customer traffic, and the office layouts including staff seating charts, resource rooms, and conference rooms. The discussion also included current facility cost, square footage, and identification of all the current challenges based on the current center footprints. Ms. Volosin has also visited several of the WCF locations with the goal is to create a design to better utilize and maximize the current space. A second meeting is planned in mid-December 2012.

WCF needs to act quickly regarding the Seminole County and East Orange County, since these facility leases are both expiring in fall of 2013.

Recommendations:

Space Recommendation 1: WCF should consolidate the smaller East Orange County and Seminole County Special Program Offices and the corresponding One Stop (JobVantage) Offices to a single larger comprehensive facility in Seminole and East Orange County. Page 3 provides a table, in chronological order, of the necessary actions that need to be taken by WCF in order to consolidate its East Orange (East Colonial) and Seminole County offices.

Space Recommendation 2: WCF should continue to evaluate potential partnership opportunities with other community based organizations for resource and space sharing in South/West Orange, Lake and Sumter County. WCF Management will bring a recommendation to the WCF Board in April/May 2013 for further space consolidation and/or relocation for remaining Orange County and Lake One Stop locations. Future location changes will coincide with the lease expirations in late 2013 and 2014.

Space Recommendation 3: WCF remain in the location in Osceola County, given that its location, lease cost and space configuration generally meet the needs of WCF and its customers.

Space Recommendation 4: WCF should evaluate its administration space needs at Mendham Place prior to lease expiration in 2015, and bring a recommendation to the WCF Board by June 2014.

Timeline for Consolidation of East Orange County/Seminole County WCF locations

November, 2012	Request for an extension of the lease at the 1542 S. French Ave. location in Seminole to match the expiration date of the other facility lease in Seminole County. COMPLETED
December 2012 to March 2013	Continue market research in Orange and Seminole County of vacancies and rates of retail and office space. Begin viewing potential sites. Contact Orange County Library (adjacent tenant) to determine potential partnership options for East Orange site.
April 2013	Propose recommendation of new One-Stop facility in Seminole County including projected build-out cost to Board of Directors. Request and gain DEO prior approval of projected build-out cost of new Seminole County One-Stop facility.
May 2013	With Board approval, sign new facility lease for One-Stop facility in Seminole County. This will allow 90 days for build-out of furniture and IT equipment.
May/June 2013	Propose recommendation of alternate One-Stop facility in Orange County including projected build-out cost to Board of Directors.
July 2013	Request DEO prior approval of projected build-out cost of new Orange County One-Stop facility.
August 2013	With Board approval, sign new facility lease for One-Stop facility in Orange County. This will allow 90 days for build-out of furniture and IT equipment.
September 1, 2013	Official opening of new One-Stop Center in Seminole County.
November 1, 2013	Official (re)-opening of new One-Stop Center in East Orange County.



**Joint Meeting of the
Workforce Central Florida Board of Directors
&
Workforce Investment Consortium**

Meeting Agenda

Thursday, December 13, 2012
10:30 am to 12:00 pm
SunTrust Center
200 South Orange Ave., Suite 2300
Orlando, FL 32801-3432
Conference Call-in phone number: (866) 576-7975
Participant access code: 299848

- 1. Call to Order / Public Comment**
- 2. Approval of Minutes of the May 3, 2012 & June 18, 2012 (Joint WCF-Consortium Approval)**
- 3. Discussion and Approval of the Strategic Plan for Region 12 (Joint WCF-Consortium Approval)**
 - Labor Market Information (LMI) Presentation – Becky Rust**
- 4. Approval of the WCF Board Roster (Consortium Approval)**
- 5. Presentation on Past/Present WCF**
- 6. Questions and Answers**
- 7. Other Business**
- 8. Adjourn / Next Meeting Date**

In accordance with Florida Statutes, Chapter 286.0105, any person wishing to appeal a decision made by the Central Florida Area Workforce Investment Consortium with respect to any matter considered at such a meeting or hearing, will need a record of proceedings. For such purposes he or she may need to ensure that a verbatim record of the proceedings is made, which may include the testimony and evidence upon which the appeal is based.

In accordance with the Americans with Disabilities Act (ADA), if any person with a disability as defined by the ADA needs special accommodation to participate in this proceeding, then not later than two business days prior to the proceeding, he or she should contact Kaz Kasal at Workforce Central Florida at (407) 531-1222