

Board of Directors Meeting

October 6, 2022



Meeting Details

Meeting Agenda

Welcome

Spotlight Story

Roll Call

Public Comment

Consent Agenda

Information/
Discussion/
Action Items

Insight

Other Business

Adjournment

10/6/22 BOARD OF DIRECTORS MEETING DETAILS**What:** Board of Directors Meeting**When:** Thursday, October 6, 2022
9:00 a.m. – 10:30 a.m.**Where:** CSCF West Orange County Career Center (at West Oaks Mall)
9401 West Colonial Drive, Ocoee, FL 34761
or

Virtual Option via Zoom:

Link: <https://careersourcecf.zoom.us/j/82586808719?pwd=Ry9ud0VSdGNTN0d5RHFmT2JOcWI4QT09>

Dial In: 1 (929) 205-6099 / Meeting ID: 825 8680 8719

Passcode: 130233

10/6/22 BOARD OF DIRECTORS MEETING AGENDA

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| Agenda Item | Topic | Presenter | Action Item |
|-------------|---|--|-------------|
| 1. | Welcome <ul style="list-style-type: none"> - Pledge of Allegiance - New Board Members Welcome | Jody Wood | |
| 2. | CSCF Spotlight Story | Mimi Coenen | |
| 3. | Roll Call / Establishment of Quorum | Kaz Kasal | |
| 4. | Public Comment | | |
| 5. | Consent Agenda <ul style="list-style-type: none"> A. 1) 6/23/22 Board Meeting Draft Minutes B. Committee Actions <ul style="list-style-type: none"> 1) Affirmation of MOU Cancellation (Executive) | Jody Wood | X |
| 6. | Information / Discussion / Action Items <ul style="list-style-type: none"> A. Chair's Report B. President's Report <ul style="list-style-type: none"> 1) Finance Report C. Committee Reports <ul style="list-style-type: none"> 1) Executive (<i>met on 7/21/22 & 9/21/22</i>) <ul style="list-style-type: none"> a) Info Item: CSCF Incentive Compensation Policy/Executive Merit & Incentive Approvals 2) Audit (<i>met on 9/7/22 with Finance</i>) 3) Career Services (<i>met on 9/15/22</i>) 4) Community Engagement (<i>meeting on 8/25/22</i>) 5) Facilities Ad Hoc (<i>no meetings scheduled</i>) 6) Finance (<i>meeting on 10/19/22</i>) 7) Governance (<i>met on 8/10/22</i>) 8) Revenue Diversity & New Markets (<i>met on 8/17/22</i>) | Jody Wood Pam Nabors Eric Ushkowitz Jody Wood Sheri Olson Andrew Albu David Sprinkle Matt Walton Eric Ushkowitz Richard Sweat Eric Jackson | |

10/6/22 BOARD OF DIRECTORS MEETING AGENDA

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|-------------|--|---|-------------|
| 7. | Insight | | |
| | A. CareerSource Florida System Realignment / REACH Updates | Michelle Dennard President & CEO CareerSource Florida | |
| | B. Economic Impact Study | Nilda Blanco / Joma Neyman Lightcast | |
| | C. WIOA Strategic Compliance Plan | Mimi Coenen / Nilda Blanco | X |
| 8. | Other Business | | |
| 9. | Adjournment | | |

Upcoming Meetings:

| | | |
|-----------------------------------|----------|------------------------|
| Board & Consortium | 12/15/22 | 9:00 a.m. - 11:00 a.m. |
| Committee Meetings: | | |
| - Finance | 10/19/22 | 2:30 p.m. – 4:00 p.m. |
| - Community Engagement | 11/10/22 | 3:00 p.m. – 4:30 p.m. |
| - Career Services | 11/17/22 | 3:00 p.m. – 4:30 p.m. |
| - Revenue Diversity & New Markets | 11/30/22 | 3:00 p.m. – 4:30 p.m. |
| - Finance | 12/7/22 | 2:30 p.m. – 4:00 p.m. |
| - Executive | 12/8/22 | 2:00 p.m. – 3:30 p.m. |

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WELCOME



The background of the image is a close-up, slightly blurred view of the American flag, showing the stars and stripes in a draped, wavy pattern. The colors are vibrant red, white, and blue.

**I pledge allegiance
to the flag
of the United States of America
And to the Republic
for which it stands,
One nation, under God,
indivisible,
With liberty and justice for all**

CSCF BOARD MEMBER WELCOME!



Welcome to:
Joseph Battista

Vice President, Global, Professional,
and Continuing Education
Valencia College

VALENCIA COLLEGE

CSCF BOARD MEMBER WELCOME!



Welcome to:
Tanisha Nunn Gary
President/CEO
African American Chamber of Commerce
of Central Florida



CSCF BOARD MEMBER WELCOME!



Welcome to:
Gaby Ortigoni
President/CEO
Hispanic Chamber of Commerce
of Metro Orlando



CSCF BOARD MEMBER WELCOME!



Welcome to:
Michelle Sperzel
CEO
Harbor House of Central Florida



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SPOTLIGHT STORY



CELEBRATING OUR EMPLOYEES



Happy WDM! I was able to place a participant in a position paying \$15/hour who came looking for help. She is a single mother, no GED, no employment and wanted to support her daughter and make her proud! So grateful to provide her with the opportunity for a better future!

– Amanda Scharr, Career Coach



CSCF Spotlight Story



2022
**Workforce Professional
Champion Award**

**Congratulations
Yolanda Green!**

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ROLL CALL

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PUBLIC COMMENT

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CONSENT AGENDA



Draft Minutes of 6/23/22 Board Meeting

DRAFT**Consortium & Board of Directors Joint Meeting****Thursday, June 23, 2022, 9:00 a.m.****MINUTES****CONSORTIUM MEMBERS****PRESENT:**Commissioner Andria Herr, Commissioner Peggy Choudhry,
Commissioner Kirby Smith and Commissioner Roberta Ulrich**CONSORTIUM MEMBERS****ABSENT:**

Mayor Jerry Demings

BOARD MEMBERS PRESENT: Jody Wood, Andrew Albu, Wendy Brandon, Glen Casel, Kari Conley,
Keira des Anges, Wendy Ford, John Gill, John Gyllin, Mark Havard, Jeff
Hayward, Shawn Hindle, Sheri Olson, Bryan Orr, Renee Quintanilla,
Charles Scherer, Stella Siracuza, David Sprinkle, Eric Ushkowitz, and
Matt Walton**BOARD MEMBERS ABSENT:** Gui Cunha, Sean Donnelly, Jessie Dziomey-Lukash, Eric Jackson,
Manuel Rascon, Joseph Richardson, Richard Sweat, DeAnna Thomas,
and Maria Vazquez**STAFF PRESENT:**Pam Nabors, Mimi Coenen, Leo Alvarez, Becca Bides, Dyana Burke,
Steven Nguyen, Nilda Blanco, Lorri Shaban, Emily Kruszewski, Angel
Ramos, Sean Masherella, Vanessa Nogueira and Kaz Kasal**GUESTS PRESENT:**Carlos Suarez / CSCF Participant; Yolanda Green / CSCF; Richard
Chapa / Disney; Heather Ramos / GrayRobinson; Jane Callahan / Dean
Mead

| Consortium & Board Meeting | | |
|----------------------------|--|------------------------------|
| Agenda Item | Topic | Action Item / Follow Up Item |
| 1 | Welcome <ul style="list-style-type: none"> Commissioner Herr, Consortium Vice Chair and Ms. Wood, Board Chair, called meeting to order at 9:05 am and welcomed attendees. New Consortium Members, Commissioner Kirby Smith and Commissioner Roberta Ulrich were introduced. | |
| 2 | CSCF Spotlight Story <ul style="list-style-type: none"> Mr. Carlos Suarez, CSCF Participant, thanked CSCF for recently providing job search assistance. He is now working for Accu-cut in Lake County and earning a higher wage than his previous job. | |
| 3 | Recognition of Board Services – Departing Board Member <ul style="list-style-type: none"> Dr. Joseph Richardson was recognized for his service on the CSCF Board, which concludes on 6/30/22. | |
| 4 | Roll Call / Establishment of Quorum <ul style="list-style-type: none"> Ms. Kasal, Executive Coordinator, reported a quorum present on both the Consortium and CSCF Board. | |

| Consortium & Board Meeting (continued) | | |
|--|--|---|
| Agenda Item | Topic | Action Item / Follow Up Item |
| 5 | Public Comment <ul style="list-style-type: none"> None offered. | |
| 6 | <p>Consortium Action Items</p> <p><u>Approval of Minutes – 12/16/21 Consortium Meeting</u></p> <ul style="list-style-type: none"> Reviewed draft minutes from 12/16/21 Consortium Meeting (attachment). <p><u>Approval of Board Appointments</u></p> <ul style="list-style-type: none"> Reviewed appointments of CSCF Board (attachment). | <p>Commissioner Smith made a motion to approve minutes from the 12/16/21 Consortium meeting. Commissioner Ulrich seconded; motion passed unanimously.</p> <p>Commissioner Smith made a motion to approve the Board Appointments, as presented. Commissioner Choudhry seconded; motion passed unanimously.</p> |
| 7 | <p>Board and Consortium Action Items</p> <p><u>Approval of the 2022-2023 CSCF Budget</u></p> <ul style="list-style-type: none"> Board reviewed 2022-2023 CSCF Budget (attachment). Consortium reviewed 2022-2023 CSCF Budget (attachment) | <p>Mr. Walton made a motion to approve the 2022-2023 Budget. Ms. Ford seconded; motion passed unanimously.</p> <p>Commissioner Ulrich made a motion to approve the 2022-2023 Budget. Commissioner Choudhry seconded; motion passed unanimously.</p> |
| 8 | <p>Adjournment of Consortium</p> <ul style="list-style-type: none"> Consortium adjourned at 9:18 am. | |

| Board Meeting | | |
|---------------|--|---|
| Agenda Item | Topic | Action Item / Follow Up Item |
| 9 | Consent Agenda <ul style="list-style-type: none"> Ms. Wood asked the Board if any item on consent agenda, as listed below, should be moved off for further discussion: <ul style="list-style-type: none"> Draft Minutes of 4/28/22 Board Meeting. Proposed 2022-2023 Board – Committee Meeting Schedule. Career Services Committee Charter – Updated. CSCF New Training Providers. Revenue Diversity & New Markets Committee Charter. Finance Enterprise Resource Planning System Update Recommendation. Fiscal/Program Monitoring RFP. | Ms. Olson made a motion to approve all items on the consent agenda. Mr. Walton seconded; motion passed unanimously. |
| 10 | Information / Discussion / Action Items <u>Chair's Report</u> <ul style="list-style-type: none"> Ms. Wood relayed following: <ul style="list-style-type: none"> Thanked the Consortium for approving the following appointments to CSCF Board effective 7/1/22: <ul style="list-style-type: none"> <u>Tanisha Nunn Gary</u>, African American Chamber of Commerce of Central Florida <u>Gaby Ortigoni</u>, Hispanic Chamber of Commerce of Metro Orlando <u>Joe Battista</u>, Valencia College <u>Michelle Sperzel</u>, Harbor House of Central Florida Reminded Board to file their Form 1's by 7/1/22. Reminded Board to complete orientation training by 6/30/22. Encouraged Board to make a contribution to CSCF by 6/30/22 in order to get closer to and/or reach the Board's annual "Contribution" engagement goal. Staff will be providing to each Board Member an individualized engagement dashboard report, to help them track their progress against the annual engagement goals. Congratulated Ms. Nabors for her tenure of 10 years with CSCF. | |
| | <u>President's Report</u> <ul style="list-style-type: none"> Ms. Nabors reported on following highlights (attachment): <ul style="list-style-type: none"> Reviewed scorecard thru 6/11/22. Provided update on LevelUp Orange. Provided state, workforce leadership and local updates. | |

| Board Meeting | | |
|---------------|---|--|
| Agenda Item | Topic | Action Item / Follow Up Item |
| 10 | <ul style="list-style-type: none"> <u>Finance Report</u> <ul style="list-style-type: none"> Mr. Alvarez, CFO, reviewed financials through 4/30/22, should close year out on target. <p><u>Committee Reports</u></p> <p><u>Executive:</u> Ms. Wood, Executive Committee Chair, reported on the following:</p> <ul style="list-style-type: none"> Met on 6/16/22. Reviewed CSCF updates and committee reports. Approved two action items from Finance Committee: 1) Finance Enterprise Resource Planning System and 2) Fiscal/Program Monitoring RFP, which have been approved under Consent Agenda earlier at this meeting. Committee also approved action item from Revenue Diversity & New Markets Committee on their Organization Structure recommendation, which will come to Board's vote during this meeting's Insight section. Thanked Ms. Conley/Duke Energy for approved \$20,000 grant. <p><u>Audit</u> Ms. Olson, Audit Committee Chair, stated no reports.</p> <p><u>Career Services</u> Mr. Albu, Career Services Committee Chair, stated Career Services Committee met on 5/19/22 and reviewed scorecard through 3/31/22. Committee also approved:</p> <ul style="list-style-type: none"> Updated Charter to include wording regarding reviewing non-DEO funds, and two new training providers (both have been approved under this meeting's Consent Agenda). Continuing Training Providers and new programs: Committee approved to move for Board's approval. Mr. Albu reviewed action item (attachment). <p><u>Community Engagement</u> Mr. Sprinkle, Community Engagement Committee Chair, stated Committee met on 5/12/22 and reviewed results from the community engagement survey and opportunities where to improve based on the data. An overview was provided to the Board on what was learned and it will be applied (attachment).</p> | <p>Mr. Orr made a motion to approve programs offered by current providers that meet local demand as defined by state criteria and policy through 12/31/22. Mr. Walton seconded, with Dr. Gyllin abstaining; motion passed unanimously.</p> |

| Board Meeting (continued) | | |
|---------------------------|---|---|
| Agenda Item | Topic | Action Item / Follow Up Item |
| | <p><u>Finance</u> Mr. Ushkowitz, Finance Committee Chair, reported on the following:</p> <ul style="list-style-type: none"> Met on 6/8/22. Reviewed financials through 4/30/22. Approved FY 2022-2023 Draft Budget, which has been approved by Board and Consortium earlier on today's agenda. <p><u>Facilities Ad Hoc</u> Mr. Walton, Facilities Ad Hoc Committee Chair, reported visiting the Osceola Career Center last month and commented that the Center is very well done. Planning to visit Southeast Orange to review paint completion. No committee meetings currently scheduled.</p> <p><u>Governance</u> Mr. Sweat, Governance Committee Chair, reported on the following:</p> <ul style="list-style-type: none"> Met on 5/25/22. Approved for Board's final approval proposed Slate of Officers for 2022-2023: <ul style="list-style-type: none"> Chair: Jody Wood Vice Chair: Richard Sweat Treasurer: Eric Ushkowitz Secretary: Jeff Hawyard Reviewed Board Engagement through 4/30/22. Committee concurred to increase focus on Contribution category. Committee concurred to keep Board Engagement Metrics Goals/KPIs the same for FY 2022-2023. Met with Revenue Diversity & New Markets at its 6/1/22 meeting to review Organization Structure options. <p><u>Revenue Diversity & New Markets</u> Ms. Nabors, on behalf of Mr. Jackson, Revenue Diversity & New Markets Committee Chair, reported the following:</p> <ul style="list-style-type: none"> Met on 6/1/22. Reviewed year-to-date results. Reviewed FY 2022-2023 goals. | <p>Ms. Olson made a motion to approve Slate of Officers, as presented. Mr. Sprinkle seconded; motion passed unanimously.</p> |

| Board Meeting (continued) | | |
|---------------------------|--|--|
| Agenda Item | Topic | Action Item / Follow Up Item |
| 11 | Insight Organization Structure Recommendations <ul style="list-style-type: none"> Reviewed proposed organizational structure, which has been approved by Revenue Diversity & New Markets and Executive Committee (attachment). <u>Follow-Up from Board Retreat</u> <ul style="list-style-type: none"> Mr. Chapa, Disney Parks, Experiences and Products, presented a follow-up from the 4/28/22 Board Retreat, distilling notes down to key insights and timeline of objectives moving forward (attachment). | Mr. Sprinkle made a motion to approve recommendation for the creation of Business Units 1 and 2, as presented. Dr. Gyllin seconded, with Mr. Walton opposing; motion passed. |
| 12 | Other Business <ul style="list-style-type: none"> None offered. | |
| 13 | Adjournment Meeting adjourned at 10:29 am. | |

Respectfully submitted,

Kaz Kasal
Executive Coordinator

GRAY ROBINSON
ATTORNEYS AT LAW

Heather Ramos

407.843.8880

HEATHER.RAMOS@GRAY-ROBINSON.COM

301 EAST PINE STREET
SUITE 1400
ORLANDO, FLORIDA 32801
TEL 407-843-8880
FAX 407-244-5690
gray-robinson.com

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JACKSONVILLE
KEY WEST
LAKE LAND
MELBOURNE
MIAMI
NAPLES
ORLANDO
TALLAHASSEE
TAMPA
WASHINGTON, DC
WEST PALM BEACH

July 13, 2022

Via Email

Scott Siverson
Siverson Law Firm PLLC
1150 E. Plant St., Suite E
Winter Garden, FL 34787

Re: Response to July 12, 2002 Letter

Dear Mr. Siverson:

This letter is in response to your letter dated July 12, 2022, concerning CareerSource Central Florida's termination of the March 9, 2022 Memorandum of Understanding with your client The Bee2Bee Network, Inc.

Your letter has been received and accepted as a notice of grievance to the CareerSource Central Florida Consortium. The Consortium meets next in December, 2022. When the date and time has been determined, we will let you know.

Sincerely,

GrayRobinson, P.A.



Heather M. Ramos

HR/jg

cc: Pamela Nabors, President & CEO
Leo Alvarez, Chief Financial Officer

(via email)

(via email)



RETURN TO AGENDA

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INFORMATION / DISCUSSION / ACTION ITEMS



Chair's Report

Jody Wood



President & CEO Report

Pam Nabors



CSCF STRATEGIC PRIORITIES – 2022-2023

DIVERSIFY REVENUE STREAMS TO ADJUST FOR
VARIABLES IN FEDERAL FUNDING

DELIVER TALENT SOLUTIONS TO IGNITE POTENTIAL

DELIVER TALENT RECRUITMENT STRATEGIES FOR
BUSINESSES IN HIGH GROWTH / RECOVERING /
EMERGING INDUSTRIES

ADJUST TO EVOLVING MARKET AND LEGISLATIVE
CHANGES THROUGH INNOVATIVE INITIATIVES

HIGHLIGHTS 2021-2022

Deliver Talent Solutions to Ignite Potential

- Served 57% of customers with job readiness, career awareness and search activities
 - 50% between 26 and 45 years of age
 - 90% had previous work history
- Exceeded 2,500 annual target goal for training enrollments
- Customers who completed training and were placed achieved \$18.46 per hour *123% above target of \$15 per hour
- Held 242 hiring events to support employers
 - Placed over 5,700 individuals in jobs
 - Great Hire Event –Parramore, community-based events
- Activated Level Up Orange Program
 - Enrolled 361 of residents as of June 30, 2022
 - Established 7 community locations w/ Neighborhood Navigators

Deliver Talent Recruitment Strategies

- Increased new business engagement by 25%, resulting in 1,559 new relationships
- Served 52% small to mid-sized businesses
- Provided 62 HR professionals training on recognizing and responding to Opioid Crisis in the workplace

Diversify Revenue & Innovate and Adjust

- Generated \$14.2M of diversified revenue, exceeding annual targeted goal of \$2.5M.
- The Board approved the creation two new business affiliates - LLC and 501(c)3 - to attract capital, foster innovation and limit liability.

DELIVER TALENT SOLUTIONS TO IGNITE POTENTIAL

Career Seekers Served

Program Year Week

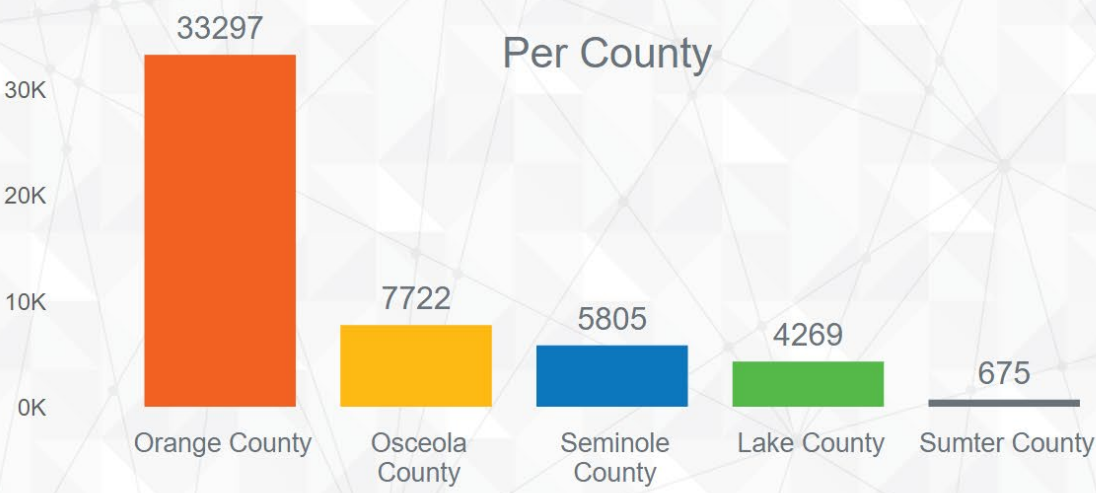
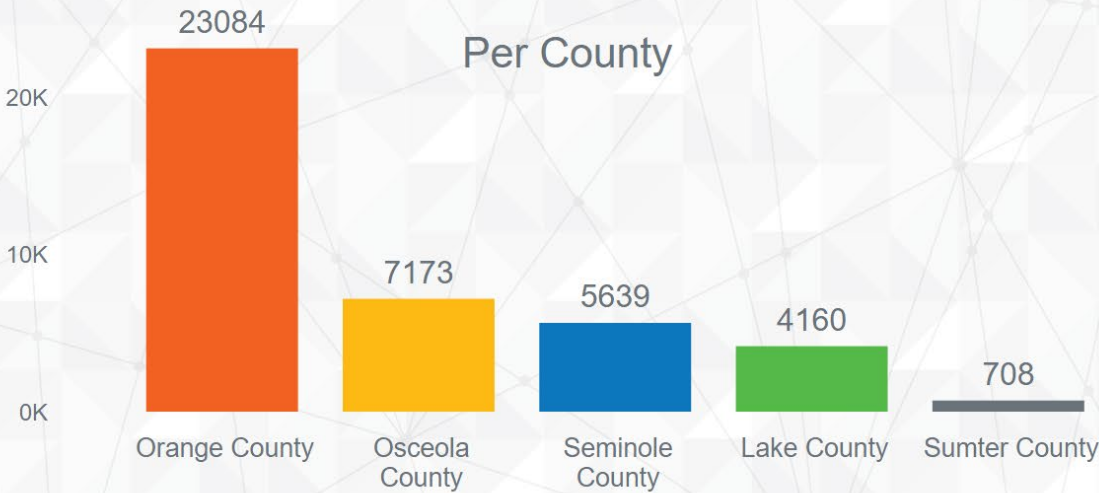


PY 21-22

PY 20-21

43240

53978



DELIVER TALENT SOLUTIONS TO IGNITE POTENTIAL

Career Seekers Engaged

Program Year Week

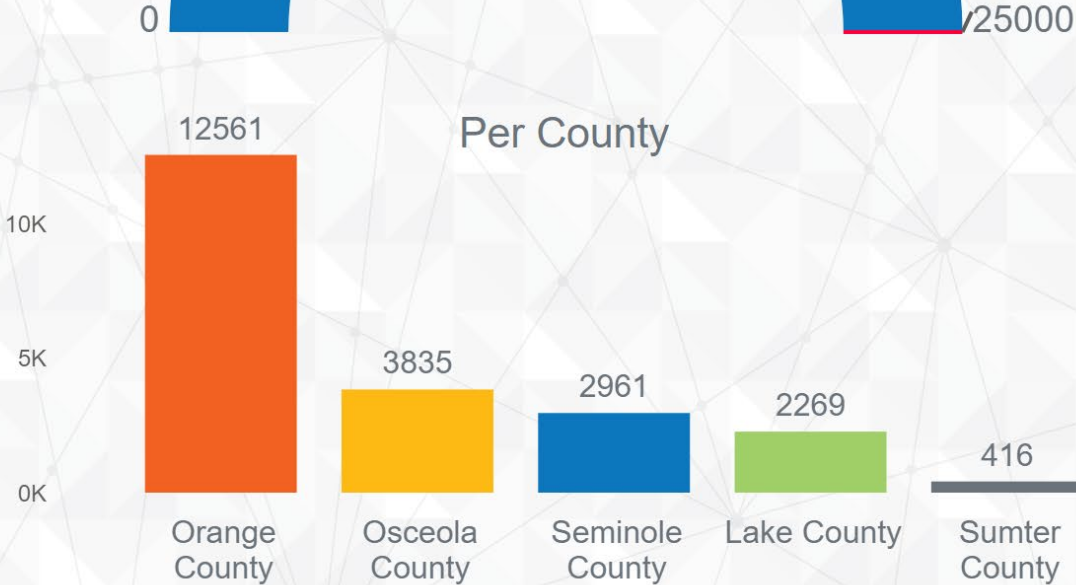
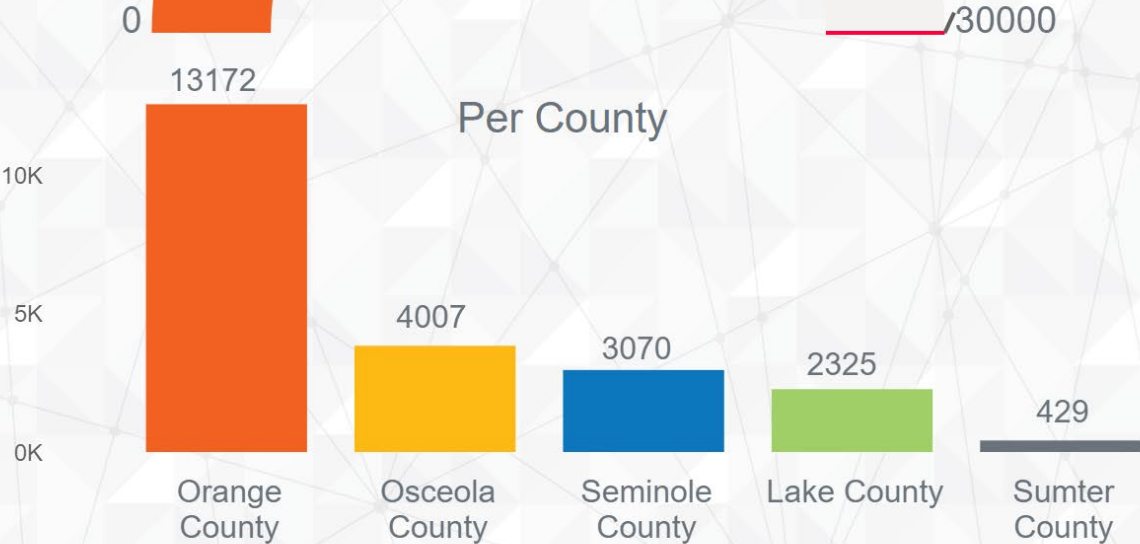


PY 21-22

PY 20-21

24650

36940



DELIVER TALENT SOLUTIONS TO IGNITE POTENTIAL |

Career Seekers Engaging in Intensive Services
PY 21-22



Date Range: 7/1/2021 - 6/30/2022 (As of This PY)

Data Source: Employ Florida SQL Server, OSST SQL Server

1 53

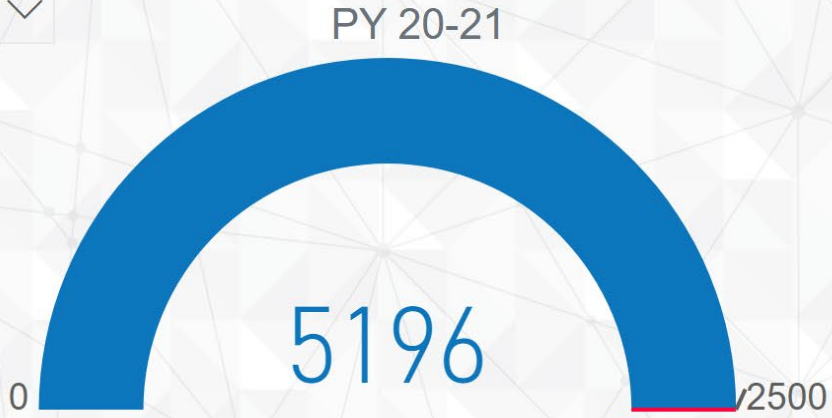


DELIVER TALENT SOLUTIONS TO IGNITE POTENTIAL

Career Seekers in Training

Program Year Quarter

Multiple selections



Top 10 Training Careers

| Training Program | Industry | Total | Percent |
|---|--------------------------|-------|---------|
| Heavy and Tractor-Trailer Truck Drivers | Trade & Logistics | 424 | 31.50% |
| Emergency Medical Technicians | Healthcare | 195 | 14.49% |
| Medical Assistants | Healthcare | 157 | 11.66% |
| Heating, Air Conditioning, and Refrigeration Mechanics and Installers | Construction & Utilities | 146 | 10.85% |
| Electricians | Construction & Utilities | 98 | 7.28% |
| Licensed Practical and Licensed Vocational Nurses | Healthcare | 81 | 6.02% |
| Medical Records Specialists | Healthcare | 80 | 5.94% |
| Dental Assistants | Healthcare | 73 | 5.42% |
| Office and Administrative Support Workers, All Other | Other | 53 | 3.94% |
| Personal Care Aides | Healthcare | 41 | 3.05% |

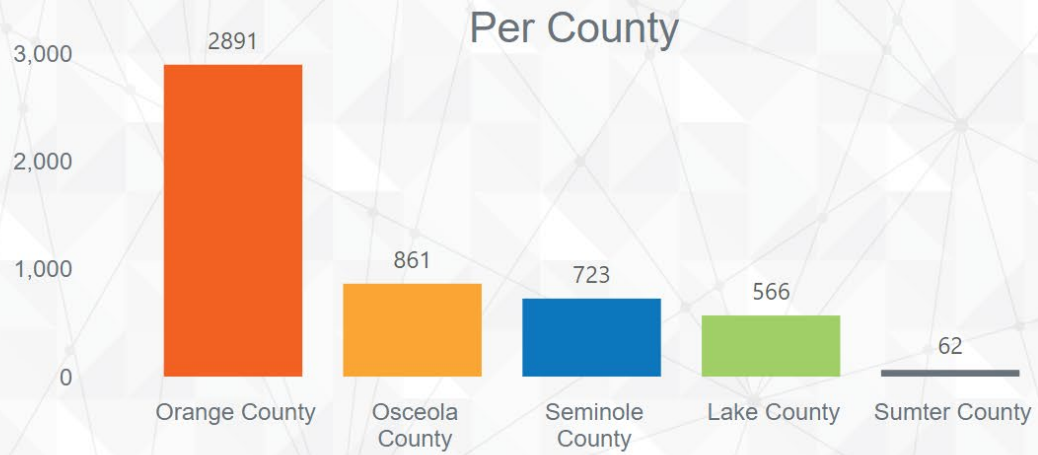
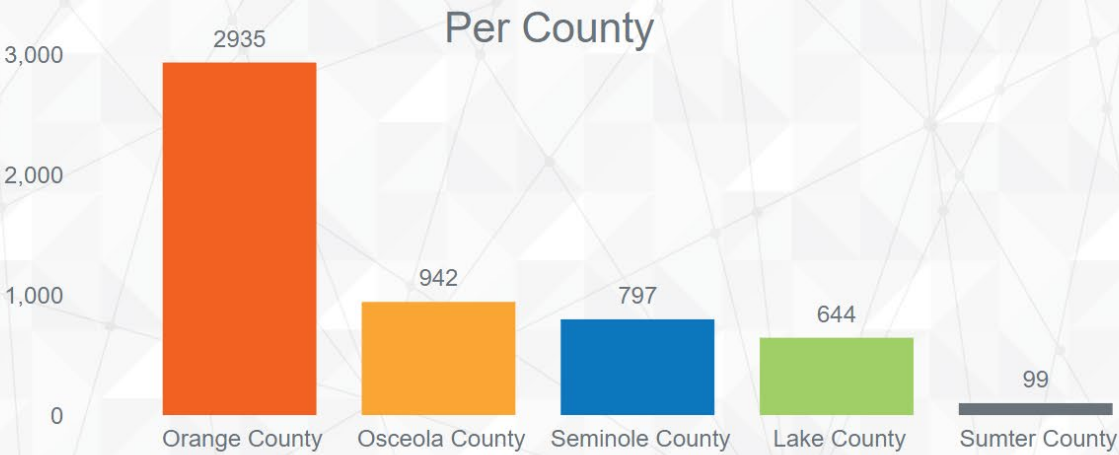
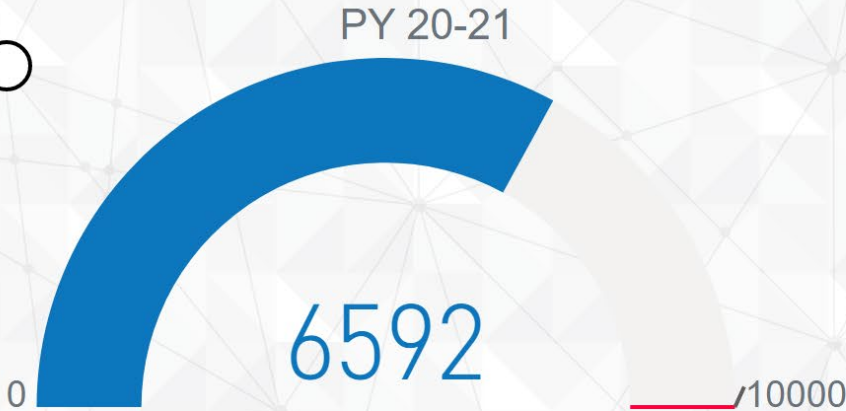
Top 10 Training Careers

| Training Program | Industry | Total | Percent |
|---|--------------------------|-------|---------|
| Help is Here Training | Help is Here Training | 2448 | 64.93% |
| Heavy and Tractor-Trailer Truck Drivers | Trade & Logistics | 334 | 8.86% |
| Emergency Medical Technicians | Healthcare | 194 | 5.15% |
| Electricians | Construction & Utilities | 148 | 3.93% |
| Heating, Air Conditioning, and Refrigeration Mechanics and Installers | Construction & Utilities | 132 | 3.50% |
| Medical Assistants | Healthcare | 128 | 3.40% |
| Information Security Analyst | IT & Finance | 85 | 2.25% |
| Dental Assistants | Healthcare | 80 | 2.12% |
| Licensed Practical and Licensed Vocational Nurses | Healthcare | 79 | 2.10% |
| Computer Network Support Specialists | IT & Finance | 73 | 1.94% |

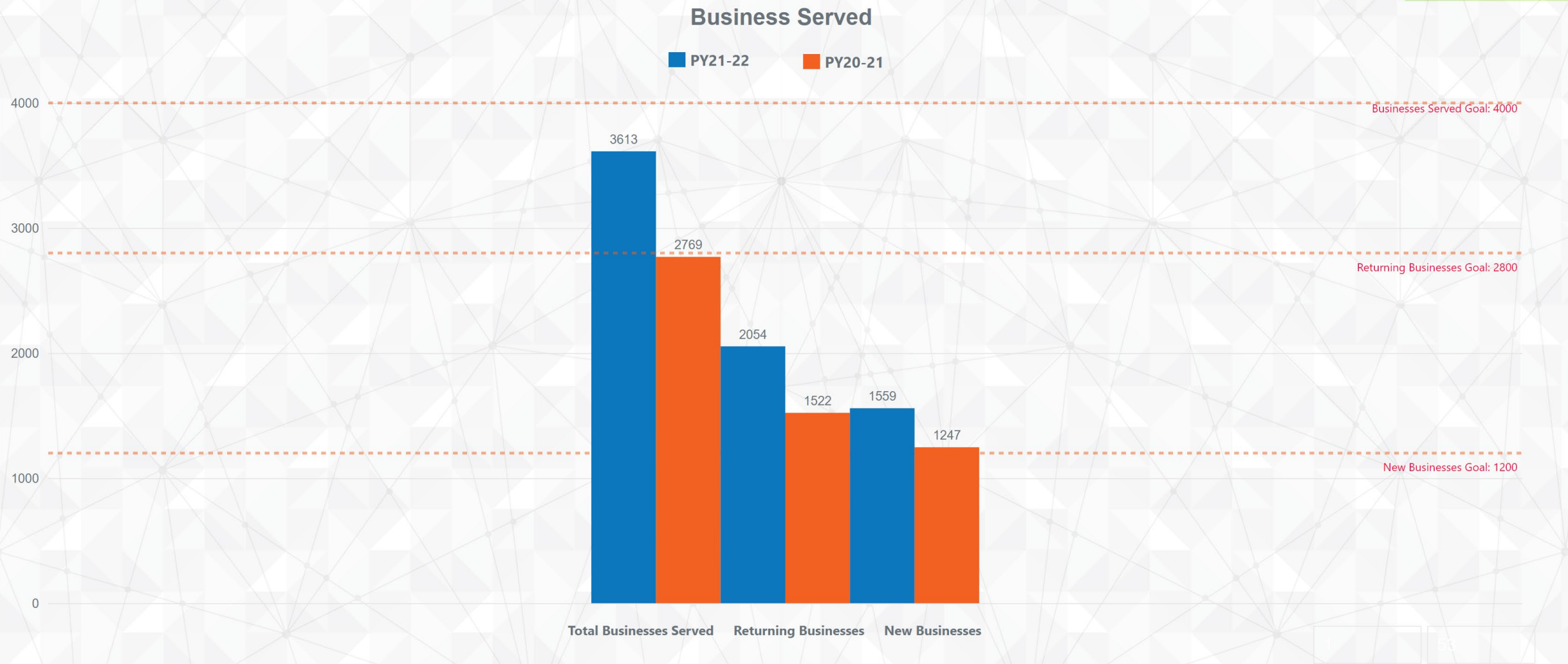
DELIVER TALENT SOLUTIONS TO IGNITE POTENTIAL

Career Seekers Employed

Program Year Week



DELIVER TALENT ACQUISITION STRATEGIES FOR BUSINESSES IN HGI



| CSCF Budget FY 2021 - 2022 | | | INDIRECT COST | | | | | | | | | | | | Special Grants/ Other Awards | | | | At Risk Floridians | | | UNRESTRICTED | | |
|--|-------------------|--------------|--|------------------|-------------|---------------|-----------|-----------|------------|-----------|------------|------------|------------|----------------|---------------------------------|-----------------|-------------|------------|-----------------------|-------------------|---------|--------------|--|--|
| Funding Sources | Total Revenue | RESEA 119 | | WIOA Adult 20 | Youth 22 | WIOA DW 30 | WT 60 | TAA 81 | SNAP 85 | WP 90 | DVOP 94 | LVER 98 | NEG COVID | Project Opioid | Osceola CARES | Level Up Orange | | | | | | | | |
| Carry In Funds From FY 20 - 21 | 11,453,123 | 248,854 | | 1,123,107 | - | 3,403,535 | 2,641,560 | 114,228 | 192,720 | 368,146 | - | - | | 3,358,197 | - | | | | | | | | | |
| FY 21 - 22 Award | 51,791,304 | 741,973 | | 5,979,028 | 4,834,994 | 6,061,887 | 7,105,664 | 98,958 | 610,000 | 2,511,320 | 108,700 | 143,615 | 214,176 | 7,000,000 | 2,530,990 | 750,000 | 2,500,000 | 10,300,000 | 300,000 | | | | | |
| Award Total - Available Funds | 63,244,428 | 990,827 | | 7,102,135 | 4,834,994 | 9,465,422 | 9,747,224 | 213,186 | 802,720 | 2,879,466 | 108,700 | 143,615 | 214,176 | 10,358,197 | 2,530,990 | 750,000 | 2,500,000 | 10,300,000 | 300,000 | | | | | |
| LESS planned Carryover For FY 22 - 23 | (21,244,428) | - | (2,350,000) | (644,428) | (3,000,000) | (1,500,000) | - | - | - | - | - | - | - | (1,500,000) | (750,000) | (2,500,000) | (9,000,000) | | | | | | | |
| Total Available Funds Budgeted | 42,000,000 | 990,827 | 4,752,135 | 4,190,566 | 6,465,422 | 8,247,224 | 213,186 | 802,720 | 2,879,466 | 108,700 | 143,615 | 214,176 | 10,358,197 | 1,030,990 | - | - | 1,300,000 | 300,000 | Actual Expenditures | % of Expenditures | | | | |
| PROGRAM | Authorized Budget | | | | | | | | | | | | | | | | | | | | | | | |
| Salaries/Benefits | 16,993,000 | 2,112,372 | 593,959 | 4,431,349 | 2,090,306 | 401,040 | 2,575,615 | 6,151 | 633,032 | 518,327 | 122,244 | 115,623 | 28,233 | 1,110,432 | 305,014 | 19,271 | 3,090 | 416,715 | 150,129 | 15,632,903 | 92.4% | | | |
| Program Services | 18,200,000 | 1,266 | 2,282 | 4,025,183 | 1,769,415 | 1,202,414 | 2,931,456 | 59,126 | 3,196 | 7,927 | 3,110 | 3,021 | 265,909 | 4,468,023 | 220,576 | 3,967 | 20,072 | 118,197 | 324 | 15,105,464 | A 83.3% | | | |
| Professional Services | 1,315,000 | 304,267 | 14,966 | 114,938 | 56,312 | 9,804 | 61,558 | 617 | 16,828 | 53,326 | 11,579 | 10,024 | 8 | 29,212 | 7,364 | 669 | 82 | 9,342 | 52,273 | 753,168 | 57.3% | | | |
| Outreach | 550,000 | 34,339 | 8,125 | 89,928 | 53,501 | 5,317 | 119,194 | 306 | 9,265 | 27,530 | 7,316 | 12,237 | 2 | 49,616 | 19,963 | 2,001 | 82 | 108,116 | 326 | 547,163 | 99.5% | | | |
| Infrastructure/Maintenance & Related Cost | 3,000,000 | 191,811 | 19,221 | 173,957 | 76,141 | 13,114 | 380,606 | 802 | 22,198 | 1,388,318 | 15,183 | 22,600 | 18 | 43,399 | 10,344 | 300 | (91) | 7,086 | 60,051 | 2,425,059 | 80.5% | | | |
| IT Cost/Network Expenses | 1,587,000 | 144,985 | 44,828 | 358,168 | 172,017 | 31,093 | 195,069 | 2,073 | 50,707 | 161,174 | 32,540 | 31,134 | 23,279 | 87,333 | 20,190 | 2,917 | 349 | 84,790 | 12,491 | 1,455,138 | 91.7% | | | |
| Staff Development & Capacity Building | 355,000 | 65,461 | 6,703 | 66,721 | (71,687) | 5,923 | 32,810 | 267 | 8,024 | 30,694 | 5,897 | 5,240 | (0) | 14,687 | 4,495 | 394 | 49 | 6,973 | 6,505 | 189,156 | 53.3% | | | |
| Indirect Cost (10%) | | (2,863,582) | 62,354 | 732,234 | 392,322 | 176,148 | 570,789 | 6,235 | 67,084 | 78,572 | 15,540 | 17,856 | 27,464 | 520,841 | 53,018 | 2,702 | 2,134 | 65,882 | 14,710 | | | | | |
| EXPENDITURES | 42,000,000 | (9,080) | 752,439 | 9,992,479 | 4,538,325 | 1,844,854 | 6,867,098 | 75,578 | 810,335 | 2,265,868 | 213,410 | 217,734 | 402,608 | 6,323,543 | 640,965 | 32,221 | 25,766 | 817,100 | 296,807 | 36,108,050 | 86.0% | | | |
| FUNDING DECISIONS | - | - | 3,701 | (3,716,187) | 198,686 | 3,662,428 | 14,971 | 112 | 5,281 | (80,103) | (26,499) | 1,746 | (63,350) | - | - | - | - | 5,791 | - | 0 | | | | |
| TOTAL BUDGET/EXPENDITURES | 36,108,050 | (9,080) | 756,140 | 6,276,291 | 4,737,011 | 5,507,282 | 6,882,069 | 75,690 | 815,616 | 2,185,765 | 186,911 | 219,480 | 339,259 | 6,323,543 | 640,965 | 32,221 | 25,766 | 822,892 | 296,807 | 36,108,050 | 86.0% | | | |
| TOTAL AVAILABLE FUNDS | 5,891,950 | 9,080 | 234,687 | (1,524,156) | (546,445) | 958,140 | 1,365,155 | 137,496 | (12,896) | 693,701 | (78,211) | (75,865) | (125,083) | 4,034,654 | 390,026 | (32,221) | (25,766) | 477,108 | 3,193 | | | | | |
| % OF FUNDS EXPENDED BY GRANT | 86.0% | | 76.3% | 132.1% | 113.0% | 85.2% | 83.4% | 35.5% | 101.6% | 75.9% | 172.0% | 152.8% | 158.4% | 61.0% | 62.2% | #DIV/0! | #DIV/0! | 63.3% | 98.9% | | | | | |
| % OF FUNDS EXPENDED (INCLUDING OBLIGATIONS) | 92.6% | | | | | | | | | | | | | | | | | | | | | | | |
| TRAINING OBLIGATIONS | \$ | % of Budget | | | | | | | | | | | | | | | | | | | | | | |
| Training Expenditures as of 06/30/22 | 15,105,464 | A 83.0% | A- The states mandates that 30% of total WIOA adult and dislocated worker funds are spent in client intensive training activities. | | | | | | | | | | | | | | | | | | | | | |
| Obligations (Training not yet billed by vendors) | 2,772,878 | 15.2% | | | | | | | | | | | | | | | | | | | | | | |
| Total Training & Expenditures | 17,878,342 | 98.2% | B - The state mandates that total administrative cost are not to exceed 10% of total cost. | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | | | |
| | ACTUAL | TARGET | | | | | | | | | | | | | | | | | | | | | | |
| ITA % (Adult DW) | 52.5% | 30.0% | | | | | | | | | | | | | | | | | | | | | | |
| ITA% (Youth) | 20.0% | 20.0% | | | | | | | | | | | | | | | | | | | | | | |
| ADMINISTRATIVE COST % | 8.5% | 10.0% | | | | | | | | | | | | | | | | | | | | | | |

RETURN TO AGENDA

REPORTS BY COMMITTEE CHAIR

Executive

Jody Wood

Audit

Sheri Olson

Career Services

Andrew Albu

Community Engagement

David Sprinkle

Facilities Ad Hoc

Matt Walton

Finance

Eric Ushkowitz

Governance

Richard Sweat

Revenue Diversity & New Markets

Eric Jackson

INFO ITEM

To: CareerSource Central Florida Board of Directors
From: Executive Committee
Re: Program Year 2022-23 Executive Merit & Incentive
Date: October 6, 2022

Purpose:

Executive Committee is informing the CSCF Board of its approval of the allowing the President/CEO to issue merit and incentive compensation to executive staff based on CSCF's merit structure and incentive compensation policy.

Background:

CareerSource Central Florida conducts its annual performance review process during the month of July. Merit increases are awarded to employees based upon achievement of annual performance goals and can range between 3% and 5% of salary. The fiscal year 2022-23 approved budget reflects a 4% merit increase average allowance.

CareerSource Central Florida also has an Incentive Compensation Policy intended to motivate and reward employees for exceeding performance objectives or demonstrating extraordinary innovation or creativity in accordance with CSCF's organizational values, mission, goals, and competencies. The criteria for obtaining incentive compensation and eligibility of compensation amounts are detailed in the Incentive Compensation Policy included in the packet.

Requirements:

Grantee/Subgrantee Agreement between CSCF and DEO requires Board approval for changes in compensation for executive staff.

Sec 11. Compensation and Travel: *No changes to compensation for executive staff of the Board are allowed without documented Board approval and must be in alignment with local policies and procedures. The Board shall ensure that all bonuses, pay raises, and benefits are reasonable and necessary for the successful performance of the award and are a prudent use of federal funds.*

Summary:

The Executive Committee approved giving, at its 7/21/22, meeting the CSCF President/CEO the authority to issue merit and incentive compensation to her executive staff (listed below) based on the parameters set by CSCF's policies and procedures.

Mimi Coenen, COO
Leo Alvarez, CFO
Steven Nguyen, VP of Innovation & Technology
Diana Burke, VP of Human Resources
Becca Bides, VP Strategic Communications
Nilda Blanco, VP Service Delivery
Lorri Shaban, VP Strategic Partnerships



CSCF Incentive Compensation Policy

The purpose of CareerSource Central Florida's Incentive Compensation Policy is to motivate and reward employees for exceeding performance objectives or demonstrating extraordinary innovation or creativity in accordance with CSCF's organizational values, mission, goals, and competencies.

In alignment with the *Federal Register 2 CFR. Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards*, incentive compensation will be reasonable and may be recommended based on the criteria detailed in this memo.

Incentive compensation is not defined, nor can it be considered a "bonus" distributed to employees based on any factor not associated with performance or accomplishment; it is designated as an additional benefit specifically rewarding performance that significantly exceeds the normal standards. Managers/Directors/Executives in any department may recommend incentive compensation for individuals or teams based on written justification of the exemplary contribution to the achievement of goals as defined in the Incentive Compensation Plan Policy. The amount of incentive compensation will be recommended by the manager, and approved by the department executive, based on meeting the threshold of an overall score of 3.5 in the year-end staff performance evaluation tool, along with documentation of achievement of criteria 1 and/or 2 listed below. All recommendations for incentive compensation must be approved by the CEO or designee. Annually, the incentive compensation plan will be developed and implemented to coordinate with the budget and establish benchmarks for performance.

Criteria:

The qualifying performance score required for consideration is a 3.5 on a scale of 1-5 on the year-end performance review. The score is calculated based on the achievement of individual staff goals set at the beginning of the fiscal year and demonstrated success in modeling CSCF established competencies.

Incentive compensation may be recommended based on meeting one or more of the following criteria:

- Criteria 1: Innovations or contributions that result in increased efficiency or excellence in internal/external service delivery and/or processes;
- Criteria 2: Actions or ideas that contribute to efficiency or cost reduction while maintaining or increasing standards of service or product

To receive an incentive award, an employee must be an active employee currently working as of the date of payout. Any employee who has resigned with a last day worked prior to the incentive payout is not eligible.

Anyone hired April 1 and after are in their 90-day probationary period and will not be eligible for an incentive paid out that calendar year.

This criterion is at the President's discretion and may be altered/waived at any time to acknowledge extraordinary performance during critical or emergency periods, as needed.

Incentive Amounts:

Annual eligible incentive compensation amounts for CareerSourcers are based on their level of position within the Company as follows:

| Level of Position | Eligibility Range |
|---|-----------------------------|
| Staff Level (non-management individual contributors; Leads) | \$1,000 |
| Mid-Level Manager Level (CareerSourcers who oversee management of a function/program with no direct reports, Managers with at least 1 direct report and Sr. Managers) | \$1,500 |
| Senior Manager Level (Directors, Sr. Directors) | \$2,000 |
| Executive Level (ex: CEO, COO, CFO, VP) | Up to 10% of current salary |

NOTE: This may be updated/revised at any time based on budget and/or compensation market analysis data

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INSIGHT



CareerSource Florida System Realignment / REACH Updates

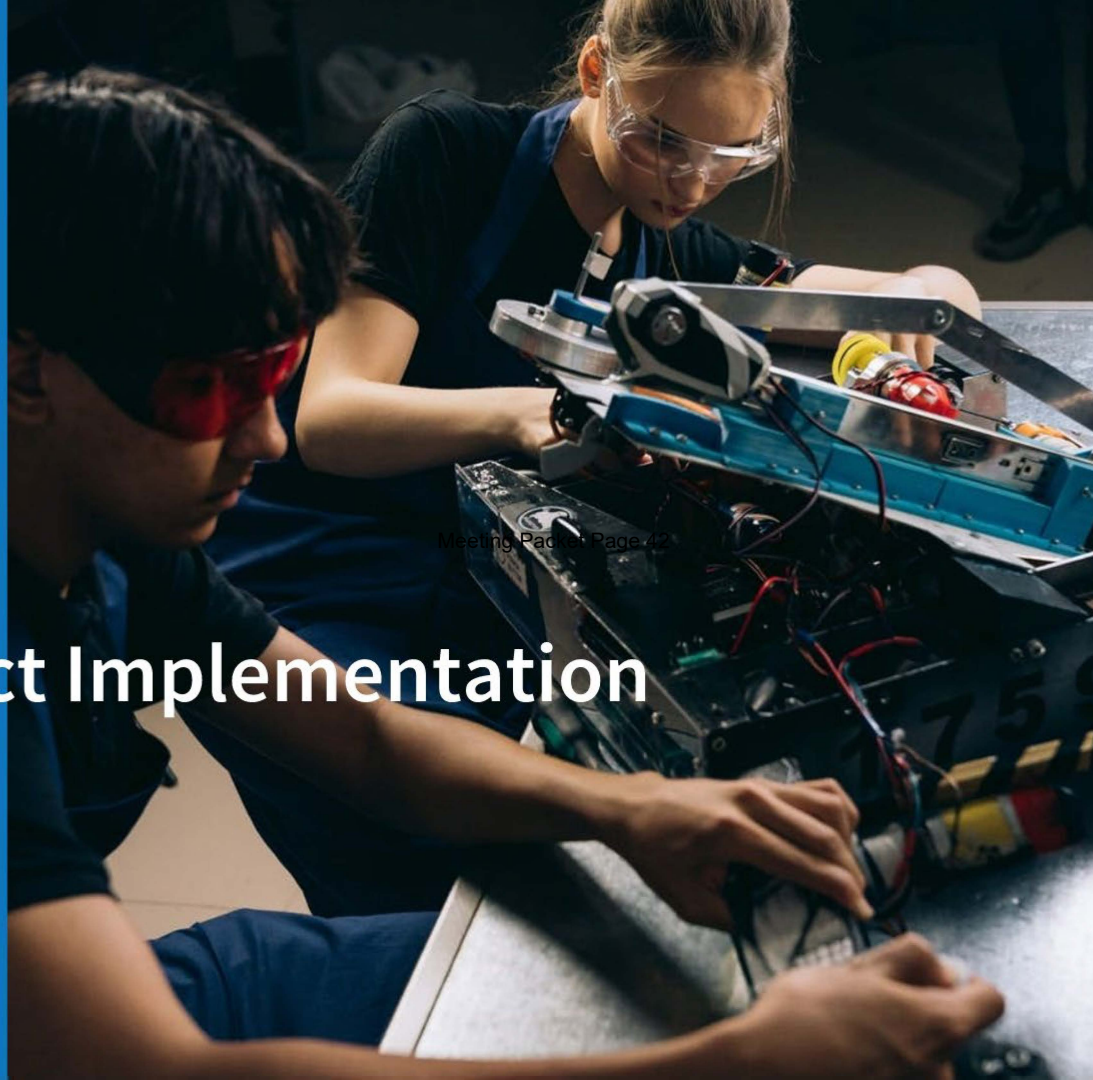


Michelle Dennard
President/CEO
CareerSource Florida



OCT. 6, 2022

REACH Act Implementation Update



Meeting Packet Page 42

REACH Act: Background

- The Reimagining Education and Career Help (REACH) Act created by House Bill 1507.
- Unanimously passed both House and Senate.
- Signed into law on June 24, 2021, effective July 1, 2021.

REACH Act: The Vision

“Addresses the evolving needs of Florida’s economy by increasing the level of collaboration and cooperation among state businesses and education communities while improving training within and equity and access to a more integrated workforce and education system for all Floridians.”

Section 14.36, Florida Statutes

REACH Act Implementation

- **Local Workforce Development Board Alignment Evaluation**
 - July 2022: Phase One completed
 - September 2022: Vendor selected; Phase Two underway
 - February 2023: Target for Phase Two completion

REACH Act Implementation

- **Local Workforce Development Board Letter Grades**
 - Formula Scope: By law, the formula must be based on local board performance accountability measures and return on investment.
 - The majority of the grade must be based on the improvement in the long-term self-sufficiency of participants through outcome measures such as reduction in long-term public assistance and higher wages.

REACH Act Implementation

- **Local Workforce Development Board Letter Grades**

Four categories of board activity to grade:

- Employment Services
- Training Services
- Business Services
- Economic Self-Sufficiency

Stakeholder Engagement

- **Letter Grade Work Group**

Mark Baird, REACH Office

Dan McGrew, CareerSource Florida

Jacqueline Barreiros, CareerSource Florida

Jerome Salatino, CareerSource Pasco Hernando

Rick Beasley, CareerSource South Florida

Jennifer German, CareerSource Gulf Coast

Daniel Harper, Department of Economic Opportunity

Charles Williams, Department of Economic Opportunity

Shawna Reid, Department of Education

Kristopher Bice, Department of Education

- **Listening Session Group**

Chief Executives:

Rick Beasley, CareerSource South Florida

Donna Doubleday, CareerSource Heartland

Phyllis Marty, CareerSource North Central Florida

Jerome Salatino, CareerSource Pasco Hernando

Chief Operating Officers:

Jennifer German, CareerSource Gulf Coast

Kelly Jordan, CareerSource Okaloosa Walton

Corey Weaver, CareerSource Citrus Levy Marion

Michelle Zieziula, CareerSource Tampa Bay

Stakeholder Feedback in the Development Process

- Workgroup with local workforce development board representation.
- Listening sessions with local boards.
- Survey of local board metrics.
- Feedback from local boards on measures and historical data.
- Changes made based on local feedback.

Next Steps

- **Oct. 18, 2022**
 - Baseline letter grades publicly announced at CareerSource Florida Executive Committee meeting and available on CareerSource Florida analytics website.

REACH Act Implementation

- **Florida Credentials Review Committee**
 - Committee convened six times in 2021-2022
 - Framework of Quality Workgroups created: Demand, Wages, Sequencing, Identification
- **Next Meeting**
- **2023 Master Credentials List**
 - Targeted for completion in February 2023



Questions?



Michelle Dennard

President and CEO

mdennard@careersourceflorida.com

[linkedin.com/in/michelledennard](https://www.linkedin.com/in/michelledennard)

[@MDennardCEO](#)

RETURN TO AGENDA



Economic Impact Study

CareerSource Central Florida
Lightcast
Spring 2022



Economic Impact Study Overview



CSCF partnered with Lightcast
– an international labor market
data company supporting
research, forecasting, and
analysis



Study was conducted to
assess if programs had
favorable return to the
community



Study includes data
captured in two program
years – 2019 and 2020



Includes economic impact
created in the region from
CSCF's workforce services



Programmatic, fiscal, and
workforce data was included in
the study



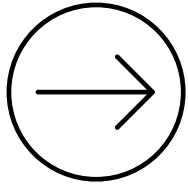
Economic Impact Methodology

- Investment analysis is the practice of comparing the costs and benefits of an investment to determine whether it is profitable or not.

This study considers Central Florida as an investment from the perspective of the region's taxpayers.

- Measures the impact of increased participant earnings as a result of program participation
- Measures the impact of increased state revenues and public sector savings from reduced demand on social services

Study Key Highlights



CSCF serves a very diverse population – females, school dropouts, justice-involved individuals

All CSCF programs demonstrated positive benefit-cost ratios in 2019 and 2020, despite the pandemic

Adults in intensive services realized a \$6.45 – \$7.43 hourly increase after exiting the program

Taxpayers realize positive projected tax revenue and government savings

The organization's staffing cost impacts the region positively with added income and jobs



Study Highlights

PY 2019

CSCF received



\$12.6M for programs supporting training
\$14.5M for programs supporting career services

Benefit-Cost Ratios

\$1.61 was returned for every dollar received
for programs supporting training

\$7.31 was returned for every dollar received
for programs supporting career services

PY 2020

CSCF received



\$13.1M for programs supporting training
\$11.4M for programs supporting career services

Benefit-Cost Ratios

\$1.59 was returned for every dollar received
for programs supporting training

\$3.59 was returned for every dollar received
for programs supporting career services



Participant Earnings

| | | WIOA | Non-WIOA |
|------|---------------------------|----------|----------|
| 2019 | Hourly Increased Earnings | \$6.30 | \$5.89 |
| | Annual Increased Earnings | \$11,460 | \$10,917 |
| | | | |
| 2020 | Hourly Increased Earnings | \$6.59 | \$6.02 |
| | Annual Increased Earnings | \$11,991 | \$10,856 |

In both years, the participants saw an increase in earnings. These values refer to the weighted average for the combined programs.



Taxpayer Benefits for Programs Supporting Training

In addition to higher tax revenues from the increase in participant earnings and their consequent increase in spending, training is associated to lifestyle changes that generate social savings.

The added tax revenue and the government savings lead to the total taxpayer benefits obtained from the programs.

| | PY 2019 | PY 2020 |
|--------------------------------------|------------|------------|
| Added Tax Revenue | \$20,398 M | \$19,767 M |
| Government Savings | | |
| Health Related Savings | -\$451 | -\$421 |
| Crime Related Savings | \$965 | \$898 |
| Welfare/Unemployment Related Savings | \$38 | \$35 |
| Total Government Savings | \$552 | \$513 |
| Total Taxpayer Benefits | \$20,319M | \$20,911M |



Taxpayer Benefits for Programs Supporting Career Services

For programs that support career services, social savings are not as high since the services offered are different from those in WIOA programs, however, the benefits are still high.

| | PY 2019 | PY 2020 |
|--------------------------------------|------------|------------|
| Added Tax Revenue | \$84,166 M | \$40,951 M |
| Government Savings | | |
| Health Related Savings | -\$0 | \$0 |
| Crime Related Savings | \$0 | \$0 |
| Welfare/Unemployment Related Savings | \$169 | \$173 |
| Total Government Savings | \$169 | \$173 |
| Total Taxpayer Benefits | \$84,335 M | \$41,123 M |



Key Learnings

- CSCF serves a diverse population and individuals with barriers to employment
- All programs have a positive return to the community while also meeting and exceeding federal indicators of performance
- Study confirms the positive economic impact of the organization; provides further insights for service delivery strategies
- CSCF to evaluate options for further impact studies





Questions?

CSCF Strategic Planning 2022-2024



Strategic Planning Process

CSCF Strategic Planning process is made up of two distinct parts

Part I: State-Required Two-Year Update Plan

Compliance Process requires:

- A) Public posting no less than 14 days; no longer than 30 days for comment
- B) Approval of Board of Directors before submission to DEO 10/13/22
- C) Approval of Local Elected Officials (Consortium) 12/15/22

Part 2: CareerSource Central Florida Overall Organizational Strategic Plan

Presentation planned for April 27, 2023 Board Meeting

- A) Building from our board retreat
- B) Innovative organizational structure
- C) Incorporates products and services funded with other revenue

Common to both Plans

Both plans include the Board's current annual priorities:

- Diversify revenue streams
- Deliver relevant talent strategies for business
- Ignite potential talent with a supported Career Journey
- Adjust to evolving markets and legislative changes

Part 1 - CSCF State Required Two-Year Update Plan

- ❑ As outlined in the Workforce Innovation and Opportunity Act, local workforce boards are required to develop and deliver to the state a comprehensive four-year plan.
- ❑ CSCF's 2022 update of the 2020-2024 plan aligns with CareerSource Florida's business and market-driven principles to be the global leader for talent.
- ❑ The full plan can be found on CSCF's website:

[2022 Unified Strategic Plan Draft - CareerSource Central Florida](#)



CSCF State Required Two-Year Update – Key Updates

Expanded strategies to connect targeted populations to training and careers

- Opportunity Youth - Utilize TANF funding to expand career development with in-demand Power Skills Sessions, including role-playing and industry guest speakers, resulting in clients leaving with greater soft skills and a professional social media profile.
- Individuals/families on public assistance - Increase resources to provide skills training and stipends for Welfare Transition customers.

CSCF State Required Two-Year Update – Key Updates

Create innovative programs that focus on partnerships with agencies that serve targeted populations

- Justice-Involved Individuals - Support graduates of initial temporary work efforts to leverage those current skills to new, permanent careers.
- Summer 2023 - Expansion of leveraged funding to support 1,100 to 1,500 students in 2023; increase to 2000 in 2024. Add a Public Sector Academy to showcase government and utility careers to youth.

CSCF State Required Two-Year Update – Key Updates

Develop and implement a business engagement strategy that focuses on talent recruitment, workforce insights, and consultative services for small-medium sized businesses

- Best in class power skills development for talent
- Workforce insights to help businesses connect to talent opportunities
- Create a talent recruitment effort that meets the needs of business
- Serve as a convenor between residents, education, economic development, and industry to create awareness of emerging careers

CSCF Strategic Plan - Phase II

Work ahead to continue building on the Board Retreat
Craft a **continuous** and **evolving** model

Today

Business Aligned
Volume Inventory
Recruitment Support
Agency Responsive
Labor Fulfillment



Tomorrow

Business Integrated
Analytic Insights
Business Consultation
Talent Centric
Workforce Strategy

CSCF Strategic Plan - Phase II

- ❑ Translate current discovery work to identify and prioritize key strategies
- ❑ Intentionally seek new non-DEO resources to expand products and services across our footprint
- ❑ Build on-going opportunities to learn 'the voice of the customer'
- ❑ Expand current organization structure to include an LLC and Foundation divisions
- ❑ Provide greater flexibility in allocation of resources to maximize the funds related to business and upskilling services
- ❑ Improve accountability through intentional increased transparency
- ❑ Establish greater advocacy and awareness of the strategic strength creative partnerships can yield through aligning systems, purpose, talent and resources

Discussion

Motion

Staff recommendation for approval of CareerSource Central Florida's Local Region 12 WIOA Strategic Plan Update for 2020-2024.

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ADJOURNMENT

THANK YOU!