



Board of Directors Meeting

Thursday, October 6, 9:00 a.m.

MINUTES

MEMBERS PRESENT: Jody Wood, Andrew Albu, Joe Battista, Wendy Brandon, Kari Conley, Gui Cunha, Keira des Anges, Sean Donnelly, Tanisha Nunn Gary, John Gyllin, Mark Havard, Jeff Hayward, Shawn Hindle, Sheri Olson, Bryan Orr, Renee Quintanilla, Charles Scherer, Michelle Sperzel, David Sprinkle, Richard Sweat, DeAnna Thomas, Eric Ushkowitz, and Matt Walton

MEMBERS ABSENT: Glen Casel, Jessie Dzorney-Lukash, Wendy Ford, John Gill, Eric Jackson, Gaby Ortigoni, Manuel Rascon, Stella Siracuza and Maria Vazquez

STAFF PRESENT: Pam Nabors, Mimi Coenen, Leo Alvarez, Lorri Shaban, Dyana Burke, Steven Nguyen, Nilda Blanco, Emily Kruszewski, Andrea Wesser-Brawner, Gustavo Henriquez, Yolanda Green, Sean Masherella, Vanessa Nogueira, and Kaz Kasal

GUESTS PRESENT: Michelle Dennard, Adriane Grant / CareerSource Florida; Joma Neyman/Lightcast; Thomas Wilkes / GrayRobinson

Agenda Item	Topic	Action Item / Follow Up Item
1	<p>Welcome</p> <ul style="list-style-type: none"> • Ms. Wood, Board Chair, called meeting to order at 9:03 am and welcomed attendees to include new board members: <ul style="list-style-type: none"> - Mr. Battista, Valencia College - Ms. Gary, African American Chamber of Commerce of Central Florida - Ms. Ortigoni, Hispanic Chamber of Commerce of Metro Orlando - Ms. Sperzel, Harbor House of Central Florida 	
2	<p>CSCF Spotlight Story</p> <ul style="list-style-type: none"> • Ms. Coenen recognized staff of CareerSource Central Florida for September, which is Workforce Development Month. • The Board gave a special recognition to Ms. Yolanda Green at the meeting to honor her receiving the 2022 Workforce Champion Award for CSCF. 	
5	<p>Roll Call / Establishment of Quorum</p> <ul style="list-style-type: none"> • Ms. Kasal, Executive Coordinator, reported a quorum present. 	
6	<p>Public Comment</p> <ul style="list-style-type: none"> • None offered. 	
6	<p>Consent Agenda</p> <ul style="list-style-type: none"> • Ms. Wood asked the Board if any item on consent agenda, as listed below (attachments), should be moved off for further discussion: <ul style="list-style-type: none"> - Draft Minutes of 6/23/22 Board Meeting - Affirmation of MOU Cancellation (Executive) 	<p>Ms Olson made a motion to approve all items on the consent agenda. Mr. Orr seconded; motion passed unanimously.</p>

<p>8</p>	<p>Information / Discussion</p> <p><u>Chair's Report:</u> Ms. Wood relayed the following highlights:</p> <ul style="list-style-type: none"> • CareerSource Florida's System Realignment REACH update: <ul style="list-style-type: none"> - In Phase 2 - Ms. Wood, along with Ms. Nabors and other executive staff, met with Ernst & Young (contracted by CareerSource Florida) to provide feedback on CSCF's challenges, opportunities and accomplishments. Ernst & Young's roundtable discussions with local stakeholders are forthcoming. - CSCF has commissioned Curium for change readiness planning. The Executive Committee will review results and plan strategies accordingly. • The Board Orientation session immediately follows today's Board meeting. Board Members are now required to attend the orientation session on an annual basis (currently for 7/1/22 thru 6/30/23). A video link will be forwarded if unable to attend today's session. Once viewed, notify Ms. Kasal so she can document completion of requirement. • Pledge cards available for CSCF donations. As part of board service and engagement, Board Members are encouraged to contribute. <p><u>President's Report</u> Ms. Nabors, President/CEO, provided highlights from the President's Report (attachment).</p> <ul style="list-style-type: none"> • National Emergency Grant (NEG) – reviewing needs resulting from Hurricane Ian. • Reviewed scorecard and key highlights from FY 2021-2022. • <u>Finance Report</u> <ul style="list-style-type: none"> - Mr. Alvarez, CFO, reviewed final FY 2021-2022 financials (attachment). <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 7/21/22 and 9/21/22: 	
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- On 7/21/22, Committee reviewed FY 22-23 committee structure. Committee also approved cancellation of a Memorandum of Understanding, which Board approved under “Consent Agenda” in today’s meeting.
- On 9/21/22, Committee reviewed its charter and received updates from Chair, President, and Committees. Committee also reviewed 10/6/22 Board Meeting agenda.

Audit

Ms. Olson, Audit Committee Chair, stated Committee met on 9/7/22 and reviewed its charter, as well as audit planning to be performed by auditors Cherry Bekaert. Audit results will be presented at the 2/8/23 Audit Committee meeting.

Career Services

Mr. Albu, Career Services Committee Chair, stated Career Services Committee met on 9/15/22 and reviewed scorecard for PY 2021-2022. Committee also reviewed legislative updates and Summer Youth 2022 program, discussing some of the challenges and ways to improve for next year.

Community Engagement

Mr. Sprinkle, Community Engagement Committee Chair, stated Committee met on 8/24/22. Committee reviewed charter, progress metrics and community engagement priorities. Committee provided input on augmenting community awareness of CSCF, to include capturing more customer testimonials via video.

Facilities Ad Hoc

Mr. Walton, Facilities Ad Hoc Committee Chair, stated no meetings scheduled, nothing to report.

Finance Committee

Mr. Ushkowitz, Finance Committee Chair, reported the Committee will meet on 10/19/22.

Governance

Mr. Sweat, Governance Committee Chair, stated the Committee met on 8/10/22 and reviewed its charter, board engagement metrics for 2021-2022 and enterprise risk management update. The Committee discussed ways to increase board engagement and re-review metrics mid-year.

Revenue Diversity and New Markets

Mr. Alvarez, on behalf of Mr. Jackson, Revenue Diversity Ad Hoc Committee Chair, stated the Committee met on 8/17/22 and reviewed its charter, FY 2021-2022 results and FY 2022-2023



	goals and key performance metrics. The Committee also reviewed new organizational structure (for general “unrestricted funds”) timeline, as well as discussed strategic options which is still in discovery mode.	
9	<p>Insight <u>CareerSource Florida System Realignment / REACH Updates</u> Ms. Dennard, President/CEO, CareerSource Florida, provided a presentation entitled “REACH (<i>Reimagining Education and Career Help</i>) Act Implementation Update” (attachment). Ms. Dennard reviewed the background and vision of the Act, implementation process and timeline, stakeholder engagement aspects, and methodology of the letter grades per each regional workforce board.</p> <p>Ms. Wood encouraged the Board to go on CareerSource Florida website for further information on the REACH Act, and keep track of activities: CareerSource Florida REACH Act</p> <p><u>Economic Impact Study</u> Ms. Blanco, VP of Service Delivery, and Ms. Neyman with Lighcast presented results from an impact study CSCF conducted, partnered with Lightcast, to assess CSCF’s economic impact in its region (attachment).</p> <ul style="list-style-type: none"> - Board Input: need to make sure using same metrics so that all RWBs are compared fairly and equally across the state. <p><u>WIOA Strategic Compliance Plan</u> Reviewed key 2022 updates to the 2020-2024 CSCF Strategic Plan, per state required two-year update.</p>	<p>Mr. Orr made a motion to approve CareerSource Central Florida’s Local Region 12 WIOA Strategic Plan Update for 2020-2024. Mr. Donnelly seconded; motion passed unanimously.</p>
10	<p>Other Business None offered.</p>	
7	<p>Adjournment Meeting adjourned at 10:37 am.</p>	

Respectfully submitted,

Kaz Kasal
Executive Coordinator