



CONSORTIUM & BOARD OF DIRECTORS MEETING

CareerSource Central Florida | 12/11/25

CareerSourceCentralFlorida.com



12/11/25 CONSORTIUM & BOARD OF DIRECTORS MEETING DETAILS

Meeting Details

Consortium Agenda

Welcome

Roll Call

Public Comment

Consortium Action Items

Spotlight Story

Adjournment of Consortium

Board Agenda

Roll Call

Public Comment

Consent Agenda

Information/ Discussion/

Insight

Other Business

Adjournment of Board

Appendix

What: CSCF Board of Directors Meeting

When: Thursday, December 11, 2025
2:30 p.m. – 4:30 p.m.

Where: CareerSource Central Florida
390 N. Orange Ave., Orlando, FL 32801
2nd Floor
Park in Parking Garage

Virtual via Zoom:

Link: <https://careersourcecf.zoom.us/j/84065917062?pwd=7AlkKKTnfeLlIxNCk07iz7MCbVPfqW.1>

Dial In: 1 (929) 205-6099 / Meeting ID: 840 6591 7062 / Passcode: 107313

12/11/25 CONSORTIUM MEETING AGENDA

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Agenda Item #"	Topic	Presenter	Action Item
1.	Welcome	Mayor Demings	
2.	Roll Call / Establishment of Quorum	Kaz Kasal	
3.	Public Comment	Mayor Demings	
4.	Consortium Action Items A. Approval of Minutes from 6/19/25 Consortium Meeting B. Approval of Board Appointments C. Approval of Request for Subsequent Local Workforce Development Area Designation D. Approval of Designation of CareerSource Central Florida as One-Stop Operator E. Approval of CSCF to be Direct Provider of Workforce Services	Mayor Demings	X X X X X
5.	Spotlight Story	Steven Nguyen	
6.	Adjournment of Consortium	Mayor Demings	



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WELCOME

**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**



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ROLL CALL / ESTABLISHMENT OF QUORUM



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PUBLIC COMMENT



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CONSORTIUM ACTION ITEMS



APPROVAL OF MINUTES
FROM
FROM 6/19/25 CONSORTIUM MEETING



DRAFT
Consortium Meeting
 Thursday, June 19, 2025, 9:00 a.m.
MINUTES

CONSORTIUM MEMBERS

PRESENT:

Mayor Jerry Demings, Commissioner Deborah Butterfield, Commissioner Peggy Choudhry, Commissioner Lee Constantine, and Commissioner Timothy Morris

STAFF PRESENT:

Pam Nabors, Leo Alvarez, Vince Bruno and Kaz Kasal

Consortium Meeting		
Agenda Item	Topic	Action Item / Follow Up Item
1	<p>Welcome</p> <ul style="list-style-type: none"> • Mayor Jerry Demings, Consortium Chair, called meeting to order at 9:02 am and welcomed attendees. • Mayor Demings welcomed new Consortium Member Commissioner Timothy Morris, District 5 of Lake County, FL. Commissioner Morris replaced Commissioner Douglas Fields. 	
2	<p>Roll Call / Establishment of Quorum</p> <ul style="list-style-type: none"> • Ms. Kasal, Executive Coordinator, reported a quorum present. 	
3	<p>Public Comment</p> <ul style="list-style-type: none"> • None offered. 	
4	<p>Consortium Action Items</p> <ul style="list-style-type: none"> • Approval of Minutes <ul style="list-style-type: none"> - Reviewed minutes from 12/9/24 Consortium meeting (attachment). • Approval of the 2025-2026 CSCF Budget <ul style="list-style-type: none"> - Reviewed 2025-2026 CSCF Budget (attachment) • Approval of Board Appointments <ul style="list-style-type: none"> - Reviewed proposed CareerSource Central Florida (CSCF) Board Appointments (attachment). 	<p>Commissioner Choudhry made a motion to approve minutes from the 12/9/24 Consortium Meeting. Commissioner Constantine seconded; motion passed unanimously.</p> <p>Commissioner Choudhry made a motion to approve the Fiscal Year 2025-2026 CSCF Budget, as presented. Commissioner Butterfield seconded; motion passed unanimously.</p> <p>Commissioner Constantine made a motion to approve the Board Appointments, as presented. Commissioner Choudhry seconded; motion passed unanimously.</p>



	<p>Consortium Information Item</p> <ul style="list-style-type: none"> Ms. Nabors provided an overview on CareerSource Florida's approval for CareerSource Central Florida and neighboring CareerSource Brevard Flagler Volusia to be a Regional Planning Area (attachment). This regional planning effort will identify strategies to improve service delivery to job seekers and businesses by enhancing efficiency, reducing barriers, and maintaining local flexibility across both workforce regions. 	
5	<p>Other Business None offered.</p>	
6	<p>Adjournment of Consortium</p> <ul style="list-style-type: none"> Consortium adjourned at 9:11 am. 	

Respectfully submitted,

Kaz Kasal
Executive Board Coordinator



APPROVAL OF BOARD APPOINTMENTS



REGIONAL WORKFORCE BOARD (RWB) MEMBERSHIP
 Central Florida Workforce Development Board, d/b/a CareerSource CentralFlorida REGION NUMBER 12

ACTIVE BOARD MEMBERS: 38
 NUMBER OF VACANCIES: 0
 EFFECTIVE DATE: 12/11/25

Vacancies/Replacements
 Green: New Seat

BUSINESS SEATS

NAME OF RWB MEMBER	Organization/Company	AREA(S) OF REPRESENTATION	County	Appointment Date	Years Served Since 7/1/21	Current Term
Battista, Joe	Orlando Economic Partnership	BU	Orange	12/11/2025		12/11/2025 - 6/30/2028
Daugherty, Michele	Associated Contractor Builders, Inc.	BU	Region	12/11/2025		12/11/2025 - 6/30/2028

PUBLIC SEATS

NAME OF RWB MEMBER	Organization/Company	AREA(S) OF REPRESENTATION	County	Appointment Date	Years Served Since 7/1/21	Current Term
McKnight, Carla Dr. <i>(Replacing Joe Battista)</i>	Valencia College	ETPC	Region	12/11/2025		12/11/2028 - 6/30/2027

[Jump to next Action Item](#)

[RETURN TO AGENDA](#)



ORANGE COUNTY MAYOR

Jerry L. Demings

P.O. BOX 1393, 201 SOUTH ROSALIND AVENUE, ORLANDO, FL 32802-1393

PHONE: 407-836-7370 • FAX: 407-836-7360 • EMAIL: MAYOR@OCFL.NET

November 17, 2025

Central Florida Area Workforce Development Consortium
c/o CareerSource Central Florida
390 N. Orange Ave., Suite 700
Orlando, FL 32801

Dear Consortium:

I am pleased to approve the appointment of the individual listed below to serve in the business seat on the CareerSource Central Florida Board for the term 12/11/25 thru 6/30/28.

Private Sector Seat representing Orange County:

Appointment (see attached nomination letter):

- Mr. Joe Battista, Vice President of Finance, Orlando Economic Partnership.

Mr. Battista has an extensive background in higher education workforce programs and working with industry partners to secure high-wage, skilled employment. Additionally, his experience spearheading the Centers for Accelerated Training at Valencia College helped transform it into a successful program. Mr. Battista possesses the knowledge and expertise that would be beneficial to CareerSource Central Florida's mission.

Sincerely,

A handwritten signature in blue ink that reads "Jerry L. Demings".

Jerry L. Demings
Orange County Mayor

c: Pamela Nabors, President/CEO, CareerSource Central Florida



October 21, 2025

CareerSource Central Florida Board of Directors
390 N. Orange Ave., Suite 700
Orlando, FL 32801

Subject: Nomination of Joe Battista for CareerSource Central Florida Board of Directors

Dear Members of the Board,

On behalf of the Orlando Economic Partnership, it is my privilege to nominate Joe Battista, Vice President of Finance, for a seat on the CareerSource Central Florida Board of Directors.

Joe brings over 40 years of leadership experience in both private and public sectors, with a proven track record of advancing workforce development initiatives that align closely with CareerSource Central Florida's mission to connect Central Floridians to careers and develop skilled talent for businesses.

Joe's expertise in education, workforce training, and community engagement will be invaluable in helping CareerSource Central Florida achieve its vision of making Central Florida talent the best for businesses. His collaborative approach and commitment to innovation reflect the values and strategic goals outlined in the Board's governance framework.

I am confident that Joe Battista's leadership and dedication will make him an outstanding contributor to the Board's efforts to strengthen our region's economic vitality and talent pipeline.

Thank you for considering this nomination. Please let me know if you require additional information or support documentation.

Sincerely,

A handwritten signature in black ink that reads "Tim Giuliani".

Tim Giuliani
President & CEO





ORANGE COUNTY MAYOR

Jerry L. Demings

P.O. BOX 1393, 201 SOUTH ROSALIND AVENUE, ORLANDO, FL 32802-1393

PHONE: 407-836-7370 • FAX: 407-836-7360 • EMAIL: MAYOR@OCFL.NET

November 24, 2025

Central Florida Area Workforce Development Consortium
c/o CareerSource Central Florida
390 N. Orange Ave., Suite 700
Orlando, FL 32801

Dear Consortium:

I am pleased to approve the appointment of the individual listed below to serve in the business seat on the CareerSource Central Florida Board for the term 12/11/25 through 6/30/28.

Appointment (see attached nomination letter):

1. Michele Daugherty, President and CEO, Associated Builders and Contractors, Inc.

As the President and CEO of Associated Builders and Contractors, Ms. Daugherty brings extensive experience in construction workforce development that aligns with CareerSource of Central Florida's mission.

Sincerely,

A handwritten signature in blue ink that reads "Jerry L. Demings".

Jerry L. Demings
Orange County Mayor

c: Pamela Nabors, President/CEO, CareerSource Central Florida



2025 BOARD OF DIRECTORS

OFFICERS

- Juan Garcia | Chair
PCL Construction Services, Inc.
- Debbie Rodriguez | Chair-elect
Competitive Edge Partners & Consulting, LLC
- Roy L. Barkett | Vice Chair
S. I. Goldman Company, Inc.
- David Schultz | Secretary
CEMEX
- Julie Holmes | Past Chair
JK2 Scenic

BOARD ADVISORS

- Ray Bastin, CPA | Treasurer
Withum
- Thomas Wert | General Counsel
Dean Mead Attorneys At Law
- Michael C. Sasso | General Counsel
Sasso & Sasso, P.A.

DIRECTORS

- Charles Bracco
Modern Plumbing Industries, Inc.
- Shane Burns
Gilbane Building Company
- Jeff Carter
Charles Perry Partners, Inc.
- Michelle Delaney
LRA Insurance
- Ernest Neal
Ballfour Beatty
- Roxana Hernandez
Turner Construction Company
- Michael Jordan
Lithko Contracting LLC
- Matt Krstolic
Hensel Phelps
- Steven J. Lockhart
Finrock Construction, LLC
- Scott Luebbert
Tri-City Electrical Contractors, Inc.
- Scott Scriby
Sunbelt Rentals
- Chad Tinetti
Tavistock Development Company
- Oskar Torres
Towers Construction Company
- Derrick M. Valkenburg
Shatts & Bowen, LLP
- Matthew Walton
MiGre Engineers, LLC
- Mark Woehle
Comprehensive Energy Services, Inc.

PRESIDENT & CEO

Michele Daugherty
ceo@abccf.org
Direct: 407-398-1272

11/17/2025

The Honorable Mayor Jerry Demings
Chair, Central Florida Area Workforce Development Consortium
Orange County Government
201 South Rosalind Ave., 5th Floor
Orlando, FL 32801

Dear Mayor Demings:

Associated Builders and Contractors, Inc. (ABC) is pleased to nominate Ms. Michele Daugherty to serve in the business seat on the CareerSource Central Florida Board of Directors.

Ms. Daugherty serves as President and CEO of ABC, and we are proud to recommend this individual for consideration.

Please let me know if you have any questions or need further information.

Regards,

Juan Garcia
Chair, Board of Directors
ABC Central Florida

cc: Jeffrey Newton, Orange County Attorney
Roseann Harrington, Chief of Staff (Mayor Demings/Orange County)
Pamela Nabors, President/CEO, CareerSource Central Florida



VALENCIA COLLEGE

October 17, 2025

The Honorable Mayor Jerry Demings
Chair, Central Florida Area Workforce Development Consortium
Orange County Government
201 South Rosalind Ave., 5th Floor
Orlando, FL 32801

Dear Mayor Demings:

Valencia College is pleased to nominate Dr. Carla McKnight to serve in the public seat representing Educational and Training Provider – Institution for Higher Learning (ETPC) on the CareerSource Central Florida Board of Directors for the term 12/11/2025 through 6/30/2028. Dr. McKnight would be replacing Mr. Joe Battista, who is no longer at Valencia College.

Dr. McKnight serves as Vice President, Institutional Advancement and Chief of Staff. We are proud to recommend this individual for consideration.

Please let me know if you have any questions or need further information.

Sincerely,

A handwritten signature in blue ink that reads "Kathleen Plinske".

Kathleen Plinske, Ed.D.
President

Cc: Jeffrey Newton, Orange County Attorney
Pamela Nabors, President/CEO, CareerSource Central Florida

PY 2025-2026

REGIONAL WORKFORCE BOARD (RWB) MEMBERSHIP

Central Florida Workforce Development Board, d/b/a CareerSource Central Florida REGION NUMBER 12

Vacancies/Replacements

Green: New Seat

ACTIVE BOARD MEMBERS: 38

NUMBER OF VACANCIES: 0

EFFECTIVE DATE:12/11/25

BUSINESS SEATS						
NAME OF RWB MEMBER	Organization/Company	AREA(S) OF REPRESENTATION	County	Appointment Date	Years Served Since 7/1/21	Current Term
Albu, Andrew	Albu & Associates, Inc.	BU	Orange	7/1/2018	4	7/1/2024 - 6/30/2027
Arroyo, Sharon	Duke Energy	BU	Orange	7/1/2024	1	7/1/2024 - 6/30/2027
Battista, Joe	Orlando Economic Partnership	BU	Orange	12/11/2025		12/11/2025 - 6/30/2028
Brandon, Wendy	UCF Lake Nona Medical Center	BU	Orange	10/5/2011	4	7/1/2025 - 6/30/2028
Gary, Tanisha Nunn	African American Chamber of Commerce of Central Florida	BU	Orange	7/1/2022	3	7/1/2025 - 6/30/2028
Havard, Mark	Hyatt Regency Orlando	BU	Orange	7/1/2016	4	7/1/2025 - 6/30/2028
LeWinter, Lindsey	Fairwinds	BU	Orange	7/1/2023	2	7/1/2023 - 6/30/2026
Nakagawa, Steve	Florida High Tech Corridor	BU	Orange	7/1/2023	2	7/1/2023 - 6/30/2026
Ortigoni, Gaby	Hispanic Economic Advancement Foundation	BU	Orange	7/1/2022	3	7/1/2025 - 6/30/2028
Ruffin, Brinkley	Universal Destinations & Experiences (Universal Orlando Resort)	BU	Orange	7/1/2024	1	7/1/2024 - 6/30/2027
Santorelli, Amy	AdventHealth	BU	Orange	12/11/2023	2	12/11/2023 - 6/30/2026
Daugherty, Michele	Associated Builders and Contractors, Inc.	BU	Region	12/11/2025		12/11/2025 - 6/30/2028
Martz, Nicole	Sanford Airport Authority	BU	Seminole	7/1/2023	2	7/1/2023 - 6/30/2026
Sprinkle, David	Veritas Recruiting Group, LLC	BU	Seminole	2/22/2018	4	7/1/2024 - 6/30/2027
Sweat, Richard	.decimal	BU <i>Small Business</i>	Seminole	10/5/2011	4	7/1/2025 - 6/30/2028
Walton, Matt	MiGre Engineers, LLC	BU	Seminole	7/1/2018	4	7/1/2024 - 6/30/2027
Hindle, Shawn	Hanson, Walter & Associates, Inc.	BU	Osceola	7/1/2021	4	7/1/2024 - 6/30/2027
Siracuza, Stella	Tomato Express, Inc.	BU <i>Small Business</i>	Osceola	12/17/2020	4	7/1/2023 - 6/30/2026
Olson, Sheri	South Lake Hospital	BU	Lake	7/1/2013	4	7/1/2024 - 6/30/2027
Schaefer, Jonathan	Kalos Services, Inc.	BU	Lake	12/11/2023	2	7/1/2025 - 6/30/2028
Ferguson, Casey	Casey Ferguson Cattle, LLC	BU	Sumter	12/11/2023	2	12/11/2023 - 6/30/2026

PY 2025-2026

REGIONAL WORKFORCE BOARD (RWB) MEMBERSHIP

Central Florida Workforce Development Board. d/b/a CareerSource Central Florida REGION NUMBER 12

PUBLIC SEATS						
NAME OF RWB MEMBER	Organization/Company	AREA(S) OF REPRESENTATION	County	Appointment Date	Years Served Since 7/1/21	Current Term
McKnight, Carla Dr.	Valencia College	ETPC	Region	12/11/2025		12/11/2024 - 6/30/2028
Cunha, Gui	Seminole County Government, Office of Economic Development & Tourism	GRED	Region	12/16/2021	4	7/1/2023 - 6/30/2026
Simpkins, Tremayne	Division of Vocational Rehabilitation / Florida Department of Education	GRVRD	Region	12/9/2024	1	12/9/2024 - 6/30/2027
Donnelly, Sean	Central Florida Electrical Joint Apprenticeship & Training Committee (J.A.T.C.) / Central Florida AFL-CIO	WOLO/WOJ	Region	12/16/2021	4	7/1/2023 - 6/30/2026
Ford, Wendy	Osceola Council on Aging	CBO	Region	7/1/2019	4	7/1/2025 - 6/30/2028
Gill, John	Quest, Inc.	WOD (CBO representing Individuals & Disabilities)	Region	7/1/2016	4	7/1/2025 - 6/30/2028
Gray, Kristin	State of Florida Department of Children & Families	GRO	Region	7/1/2023	2	7/1/2023 - 6/30/2026
Hayward, Jeff	Heart of Florida United Way	WOD/WOV (CBO representing Disabilities/Veterans)	Region	7/1/2017	4	7/1/2023 - 6/30/2026
Kostenbauder, Molly	Seminole State College	ETPA	Region	7/1/2023	2	7/1/2023 - 6/30/2026
McManus, Catherine Steck	Habitat for Humanity Greater Orlando & Osceola County	CBO	Region	7/1/2024	1	7/1/2024 - 6/30/2027
Pascal, Chris	IUPAT / Florida Finishing Trades	WOLO/WOJ	Region	12/11/2023	2	12/11/2023 - 6/30/2026
Kristin Williams	Crummer Graduate School of Business at Rollins College	ETPC	Region	7/1/2024	1	7/1/2024 - 6/30/2027
Sperzel, Michelle	Harbor House	CBO	Multi-County	7/1/2022	3	7/1/2025 - 6/30/2028
Thomas, DeAnna	Lake Technical College	ETPA	Multi-County	7/1/2021	4	7/1/2025 - 6/30/2028
Ushkowitz, Eric	City of Orlando	GRED	Region	10/5/2011	4	7/1/2024 - 6/30/2027
Bixler, Robert (replacing Vazquez, Dr. Maria)	Orange County Public Schools	ETPO	Orange	7/1/2025		7/1/2025 - 6/30/2028
Watford, Richard	Ironworkers Local Union 808 / Joint Apprentice Training Committee	WOLO/WOJ	Multi-County	12/11/2023	2	12/11/2023 - 6/30/2026

PY 2025-2026

REGIONAL WORKFORCE BOARD (RWB) MEMBERSHIP

Central Florida Workforce Development Board. d/b/a CareerSource Central Florida REGION NUMBER 12

Key Codes:

Areas of Representation:

BU – Business (21 Seats)

WOLO – Workforce-Labor Organization

WOJ – Workforce-Joint labor-management Apprenticeship Program

WOD – Workforce-Community-based Organizations representing Individuals with Disabilities (optional)

WOV – Workforce-Community-based Organizations representing Veterans (optional)

WOY – Workforce-Community-based Organizations representing Youth (optional)

ETPA – Education and Training Provider-Adult Education and Literacy

ETPC - Education and Training Provider - Institution for Higher Learning

ETPO – Education and Training Provider-Other Providers (optional)

GRED – Government Representative-Economic Development

GRES – Government Representative-Employment Service

GRVRD – Government Representative-Vocational Rehabilitation

GRO – Government Representative-Other (optional) **CareerSource Central Florida operates the Wagner Peyser (GRO) function

OTHER – Other (please specific group/program being represented) (optional)



APPROVAL OF REQUEST FOR SUBSEQUENT LOCAL WORKFORCE DEVELOPMENT AREA DESIGNATION



ACTION ITEM

TO: Central Florida Area Workforce Development Consortium and CareerSource Central Florida (CSCF) Board of Directors

FROM: Gina Ronokarijo

DATE: December 11, 2025

RE: Subsequent Local Workforce Development Area Designation

PURPOSE:

The purpose of this memo is to request approval of:

- CareerSource Central Florida's request for subsequent designation as the Local Workforce Development Area for Lake, Osceola, Orange, Seminole and Sumter Counties.

BACKGROUND ACTION ITEM – Subsequent Local Workforce Development Area Designation:

Under the Workforce Innovation and Opportunity Act (WIOA) the Governor must designate local workforce development areas after consultation with the State Workforce Board, local chief elected officials and LWDBs. Local workforce development areas that receive an initial designation shall be granted a subsequent designation if, for the two most recent program years, the local workforce development area performed successfully and sustained fiscal integrity, and in the case of a local workforce development area in a planning region, met the regional planning requirements as described in WIOA Sec. 106(c)(1).

REQUIREMENTS:

Florida Commerce requires the local Chief Elected Officials (Consortium) and the local Board of Directors to affirm CSCF's request for subsequent designation as the Local Workforce Development Area and acknowledge its support through formal board action.

RECOMMENDED ACTION:

CSCF Executive Leadership recommends the Central Florida Area Workforce Development Consortium and CSCF Board of Directors approval of CSCF's request for subsequent designation beginning July 1, 2026, through June 30, 2028, as submitted to Florida Commerce and CareerSource Florida.



APPROVAL OF DESIGNATION OF CAREERSOURCE CENTRAL FLORIDA AS ONE-STOP OPERATOR



ACTION ITEM

MEMORANDUM

To: Central Florida Area Workforce Development Consortium
From: CareerSource Central Florida Board of Directors
Date: 12/11/25
Subject: Action Required – Designation of CareerSource Central Florida as One-Stop Operator

Background

In accordance with the Workforce Innovation and Opportunity Act (WIOA) Sec. 121(d)(2)(A), each Local Workforce Development Board (LWDB) must competitively procure and designate a One-Stop Operator (OSO). Florida Commerce and CareerSource Florida policies reinforce this requirement to ensure compliance, transparency, and effective coordination of the local career center system.

CareerSource Central Florida (CSCF), through CareerSource Research Coast (CSRC) acting as procurement agent, issued a Request for Proposal (RFP) for One-Stop Operator services. The RFP was distributed to five organizations and publicly posted. CSRC received one proposal—submitted by CSCF itself.

The CSRC Review Team evaluated the proposal against established criteria. CSCF's submission received an average score of **91/100**, ranking as the top (and only) respondent. CSRC has formally recommended CSCF to serve as its own One-Stop Operator, with a proposed budget of **\$20,000**.

State Policy Compliance

Florida Commerce and CareerSource Florida policy allow an LWDB to serve as its own OSO if:

- A competitive procurement process is documented.
 - The LWDB formally approves the designation.
 - Oversight and service delivery duties remain clearly separated.
 - The OSO is reviewed annually for performance and compliance.
-



Action

The CSCF Board recommends the Central Florida Area Workforce Development Consortium ("Consortium") approve to endorse CSCF's designation as its own One-Stop Operator with a budget not to exceed \$20,000.

Next Steps

Upon Consortium approval, CSCF will notify Florida Commerce and CareerSource Florida of the designation and maintain compliance documentation for monitoring purposes.

Attachments:

- CSRC Recommendation Letter (August 28, 2025)
- Internal RFP Evaluation Memo (September 2, 2025)

Approved:
Career Services Committee: 9/11/25
CSCF Board: 9/25/25



careersourcerc.com

August 28, 2025

Dear Proposer:

The Workforce Development Board of Treasure Coast, Inc. d/b/a CareerSource Research Coast (CSRC) has reviewed your proposal for a One-Stop Operator (OSO) in accordance with the Workforce Innovation and Opportunity Act (WIOA) sec. 121 (d) (2) (a), which requires the Local Workforce Development Board (LWDB) to competitively select a "one-stop operator" to support the implementation of services with the career center system locally. The One-Stop Operator may be a single entity or multiple entities working together to form a consortium operator.

CareerSource Central Florida (CSCFL) and your proposal passed technical review and was the only proposal received. Based on this review, CSRC is making the recommendation to the Board of Directors to have CSCFL serve as the OSO for the Local Workforce Development Area and LWDB12.

This recommendation does not oblige CSCFL or its Board of Directors to award a contract, or contracts, nor will the CSRC pay any costs incurred in the preparation of proposals. All required backup documentation is available upon request.

Sincerely,

A handwritten signature in blue ink, appearing to read "BK Bauer".

Brian K. Bauer
President/CEO

Administrative Office
584 NW University Boulevard, Suite 100 | Port Saint Lucie, FL 34986
p: 866.482.4473 | f: 866.314.6580





INTERNAL MEMORANDUM

To: Leo Alvarez, Chief Financial Officer - Gina Ronokarijo, Vice President of Workforce Operations
 From: Peter Puterbaugh, Senior Manager of Procurement & Contracts
 Subject: REQUEST FOR PROPOSAL FOR CAREERSOURCE CENTRAL FLORIDA – ONE-STOP OPERATOR - RFP NUMBER RFP-CSCF-25-OSO-01- Review Team Results and Recommendation
 Date: 9/2/2025

Background

In accordance with the Workforce Innovation and Opportunity Act (WIOA), CareerSource Central Florida (CSCF) initiated a procurement process to secure One-Stop Operator Services. WIOA envisions a workforce development system that is comprehensive, integrated, and streamlined to better align with the needs of business and to support local economic growth.

To fulfill this requirement, CareerSource Research Coast (CSRC), acting on behalf of CSCF, developed and released a Request for Proposal (RFP). The RFP was disseminated directly to five (5) organizations identified as capable providers of One-Stop Operator services and was also posted publicly on the CSCF website.

Proposal Received

CSRC received one (1) proposal in response to the RFP:

1. CareerSource Central Florida

Evaluation Process

The CSRC Review Team conducted a comprehensive evaluation of the submitted proposal. Each member independently scored the proposal based on established evaluation criteria. The team then convened to review and discuss the results.

The individual scores were averaged to produce the final recommended ratings and rankings. The results of this evaluation are summarized in the attached scoring matrix.

SUMMARY OF EVALUATED AVERAGE POINTS & RANK BY PROPOSER	
<i>Proposer Name</i>	
CareerSource Central Florida	
91	
1	

The CSRC Review Team is recommending to the CSCF Board of Directors that CSCF serve as the CSCF One-Stop Operator with a budget of \$20K.



**APPROVAL OF CSCF TO BE
DIRECT PROVIDER OF
WORKFORCE SERVICES**



ACTION ITEM

TO: Career Services Committee
CareerSource Central Florida (CSCF) Board of Directors
Central Florida Area Workforce Development Consortium

FROM: Gina Ronokarijo

DATE: 11/20/2025

RE: Approval of CSCF Direct Service Provider Request to Florida Department of Commerce (FC) 2026-2029

PURPOSE:

The purpose of this memo is to request approval of:

- CareerSource Central Florida's continued designation as a Direct Service Provider for the delivery of services to its career seekers and businesses for the period of three years – July 1, 2026 - June 30, 2029.

BACKGROUND ACTION ITEM – Direct Service Provider:

Local workforce development boards may be designated by the state as a direct provider of basic and individualized career services (also referred to as "workforce services"), with the agreement of the Chief Elected Official in the local area, the local board, and the Governor or designee. CareerSource Central Florida has operated under this designation over the last three years and has again requested this designation from the Florida Department of Commerce (FC) for the program years 2026-2029.

As a provider of services, CSCF can quickly adapt services to meet the talent needs of local businesses and support emerging talent solutions. Additionally, delivering services directly allows CSCF to manage its fiscal resources, performance, and staffing with minimal delays. This service delivery model has been evaluated and has been found to be effective and meets the region's federal performance goals. CSCF's request will be sent to Florida Commerce and will be reviewed by the CareerSource Florida Board of Directors. The full document can be found on CSCF's website:

<https://www.careersourcecentralflorida.com/about-us/how-we-operate/>

REQUIREMENTS:

Florida Commerce requires the local Chief Elected Officials (Consortium) and the local Board of Directors to affirm CSCF's request to operate as a direct service provider and acknowledge its support for this service delivery model through formal board action.

RECOMMENDED ACTION:

CSCF Executive Leadership recommends the Central Florida Area Workforce Development Consortium and CSCF Board of Directors approval of CSCF's continued designation as a direct service provider for the next program year, beginning July 1, 2026, through June 30, 2029, to be submitted to Florida Commerce and CareerSource Florida.

*Approved:
Career Services Committee – 11/20/25*



REFERENCES:

Link to CSCF Direct Service Provider Request:

<https://www.careersourcecentralflorida.com/wp-content/uploads/Direct-Service-Provider-Request-Region-12-PY26-29.pdf>

Link to CSCF Direct Service Provider – Annual Performance Report PY 24-25:

<https://www.careersourcecentralflorida.com/wp-content/uploads/LWDB-12-WIOA-Annual-Performance-Report-2024-2025.pdf>



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12/11/25 BOARD OF DIRECTORS MEETING AGENDA

Agenda Item #"	Topic	Presenter	Action Item
1.	Welcome	Sheri Olson	
2.	Roll Call / Establishment of Quorum	Kaz Kasal	
3.	Public Comment	Sheri Olson	
4.	Consent Agenda A. 9/25/25 Board Meeting – Minutes B. Approval of Request for Subsequent Local Workforce Development Area Designation C. Approval of Request for CSCF to be Direct Provider of Workforce Services (Career Services) D. Approval of West Oaks Mall Office Lease Renewal (Executive)	Sheri Olson	X
5.	Information / Discussion A. Chair’s Report B. President’s Report C. Finance Report D. Committee Reports 1) Executive (<i>met on 12/4/25</i>) 2) Audit (<i>meeting on 1/14/26 w/ Finance</i>) 3) Facilities Ad Hoc (<i>no meetings scheduled</i>) 4) Career Services (<i>met on 11/20/25</i>) 5) Community Engagement Committee (<i>met on 11/13/25</i>) 6) Finance (<i>meeting on 1/14/26 w/Audit</i>) 7) Governance (<i>meeting on 1/21/26</i>) 8) Revenue Diversity & New Markets (<i>met on 10/21/25</i>)	Sheri Olson Pamela Nabors Eric Ushkowitz Sheri Olson Matt Walton Matt Walton Andrew Albu Lindsey LeWinter Eric Ushkowitz David Sprinkle John Gill	

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12/11/25 BOARD OF DIRECTORS MEETING AGENDA

Agenda Item #	Topic	Presenter	Action Item
6.	Insight A. Small Business Panel	David Sprinkle	
7.	Other Business		
8.	Adjournment		

Upcoming Meetings:

1/14/26	Audit & Finance Committees Meeting	2:00 p.m. – 3:30 p.m.
1/15/26	Governance	3:00 p.m. – 4:30 p.m.
1/29/26	Revenue Diversity & New Market	10:30a.m. 12:00 p.m.
2/5/26	Community Engagement	3:00 p.m. – 4:30 p.m.
2/12/26	Career Services	3:00 p.m. - 4:30 p.m.
2/19/26	Executive	10:00 a.m. – 11:30 a.m.
2/26/26	Board	9:00 a.m. – 10:30 a.m.

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ROLL CALL / ESTABLISHMENT OF QUORUM



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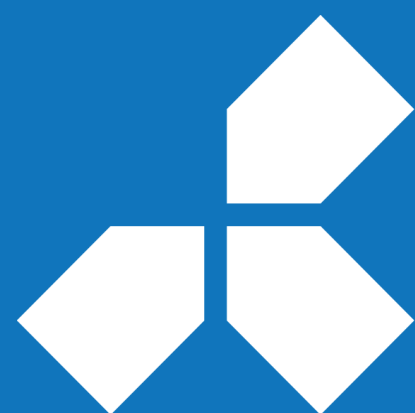
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PUBLIC COMMENT



CareerSource
CENTRAL FLORIDA

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- B. [Approval of Request for Subsequent Local Workforce Development Area Designation](#)
- C. [Approval of Request for CSCF to be Direct Provider of Workforce Services](#)
- D. [Approval of West Oaks Mall Office Renewal](#)

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INFORMATION / DISCUSSION



CHAIR'S REPORT





PRESIDENT'S REPORT



WORKFORCE OPERATIONS



BUSINESSES

Business Relationships
2,464



62%
OF 4K GOAL

Interviewed
To
Hired Ratio



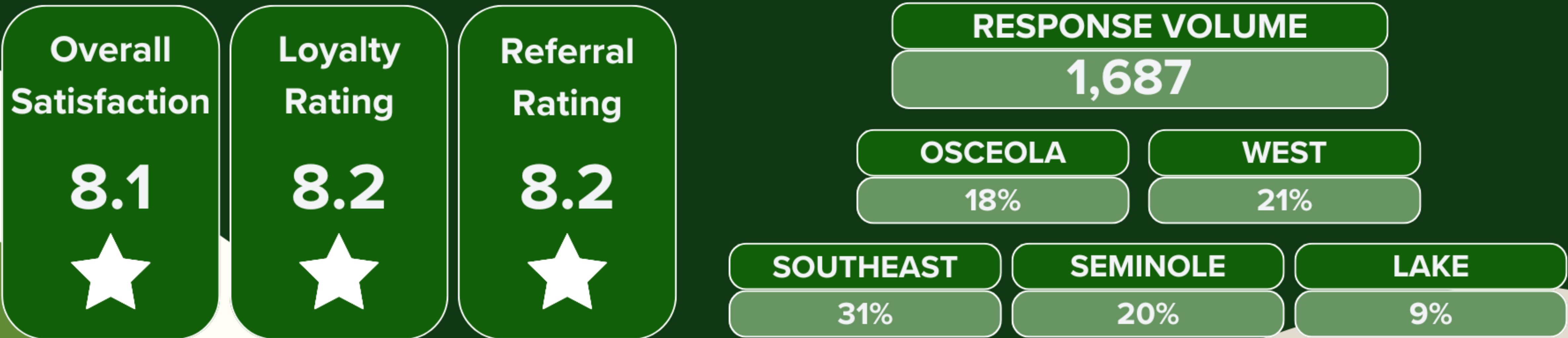
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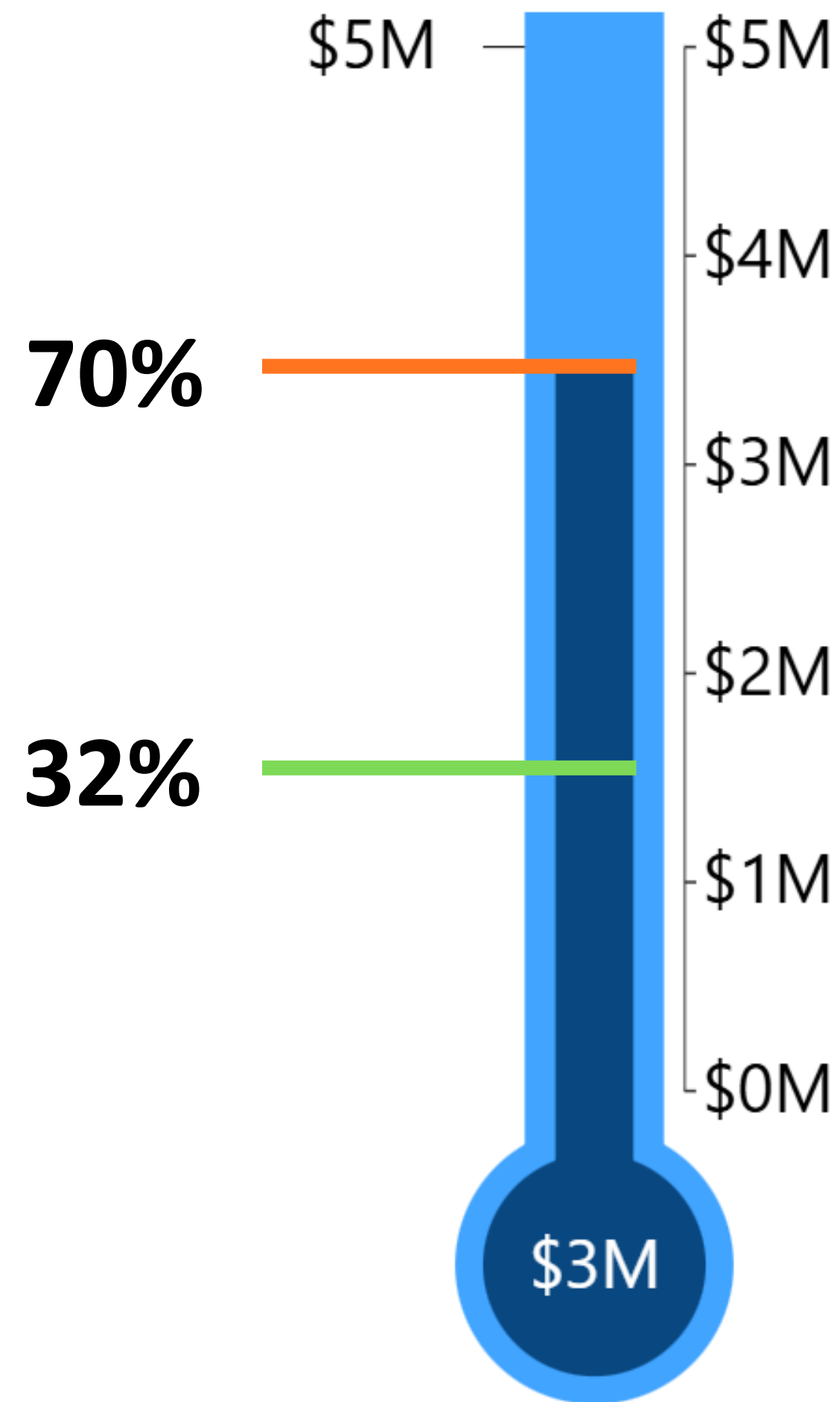
BENCHMARK NUMBERS

CUSTOMER SATISFACTION

BASED ON A 10 POINT SCALE



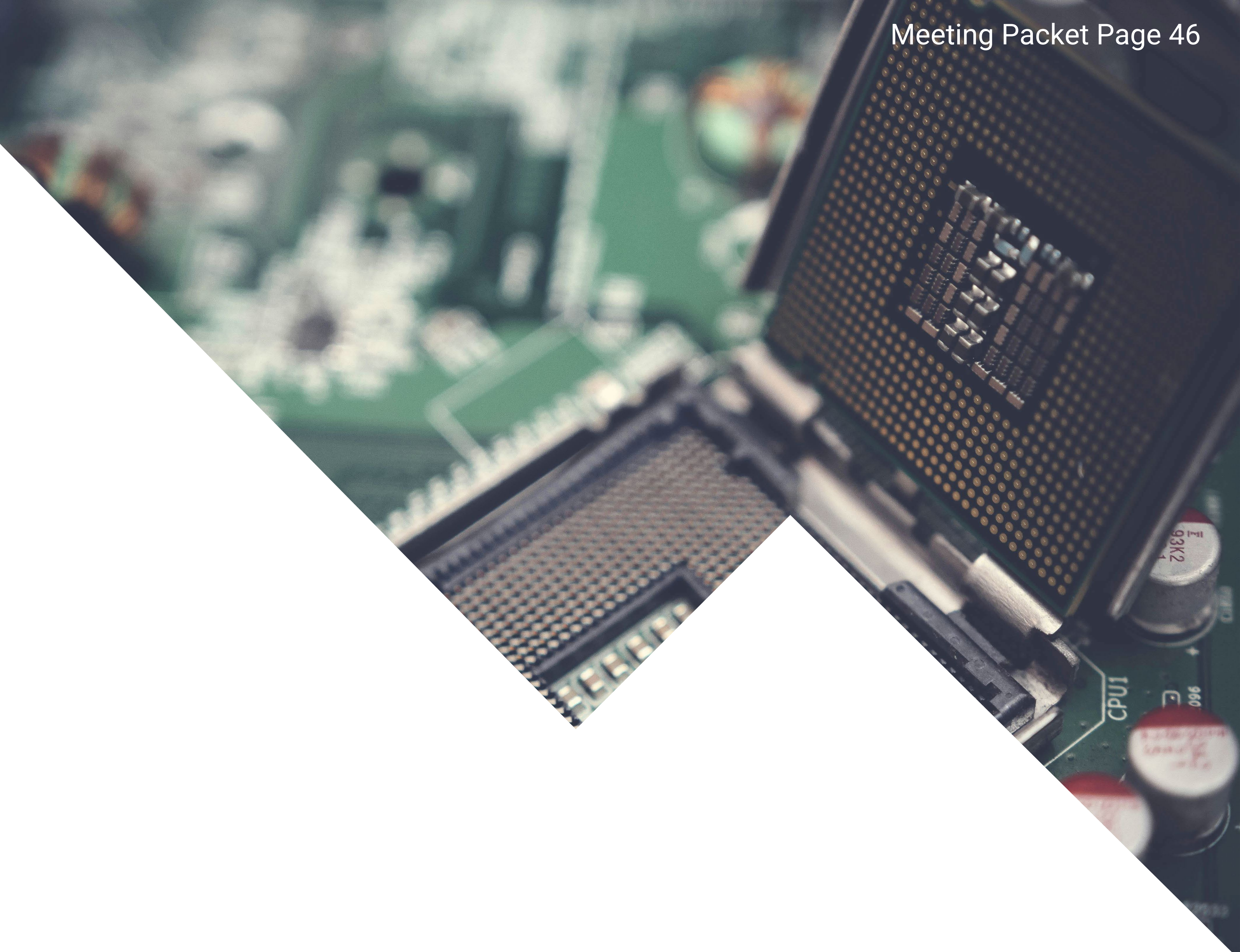
REVENUE DEVELOPMENT



	Q1	YTD
Attainment	1,583,172	3,493,172
Requested	3,382,672	5,425,172
Funders	22	22
Solicitations	49	52



FALL 2025 UPDATES





CSCF Board and Staff Achievements & Recognition

- Orlando Magazine's 50 Most Powerful People
- Tadar Muhammad, HBI BuildStrong Legacy of Excellence Award
- Melanie Markes, Cohort 4 Graduate, OEP Black Boardroom Leadership Institute
- Yolanda Green, 2025 Citizen of Year, Leesburg Chamber of Commerce
- Leadership Seminole Economic Development Class:
 - Moderated by Gui Cunha, Seminole County Government
 - Panelist David Sprinkle, Veritas Recruiting Group, LLC
- Pam, Steven presented "*Smarter Systems: AI, Innovation & The Future Of Learning and Work*," Association of Florida Colleges Summit





CSCF Highlights

- Level Up Orange presentation to Orange County Commission on Nov. 28
- High School Career Express, Fall 2025 Cohort Graduation
 - 100 students, 4 Orange County high schools
 - Launching in Lake County February 2026
- Annual Paychecks for Patriots event was a success with 123 total attendees
- Celebrated Access to Career Pathways graduates in Seminole County & reached 100 IMPACCT program participants
- Hosted ribbon-cutting ceremonies for new Community Hubs at Valencia College East Campus & Seminole State College

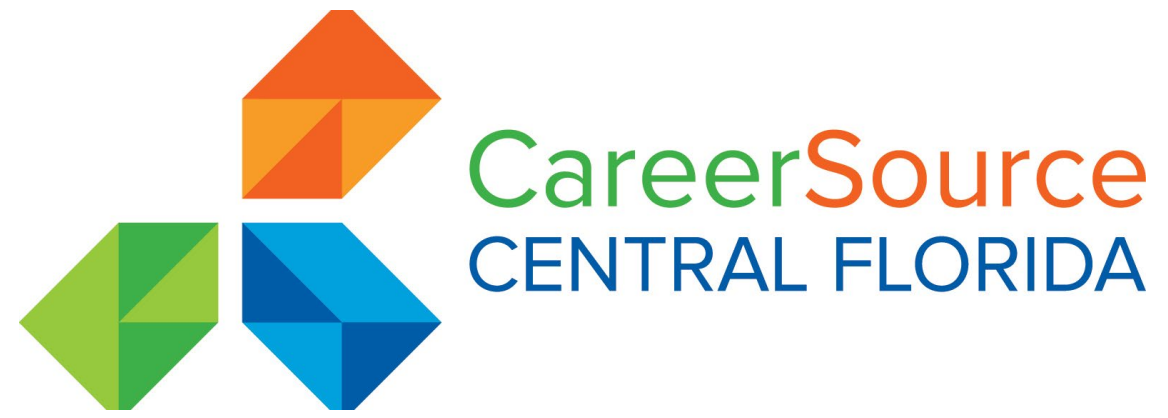




THANK YOU



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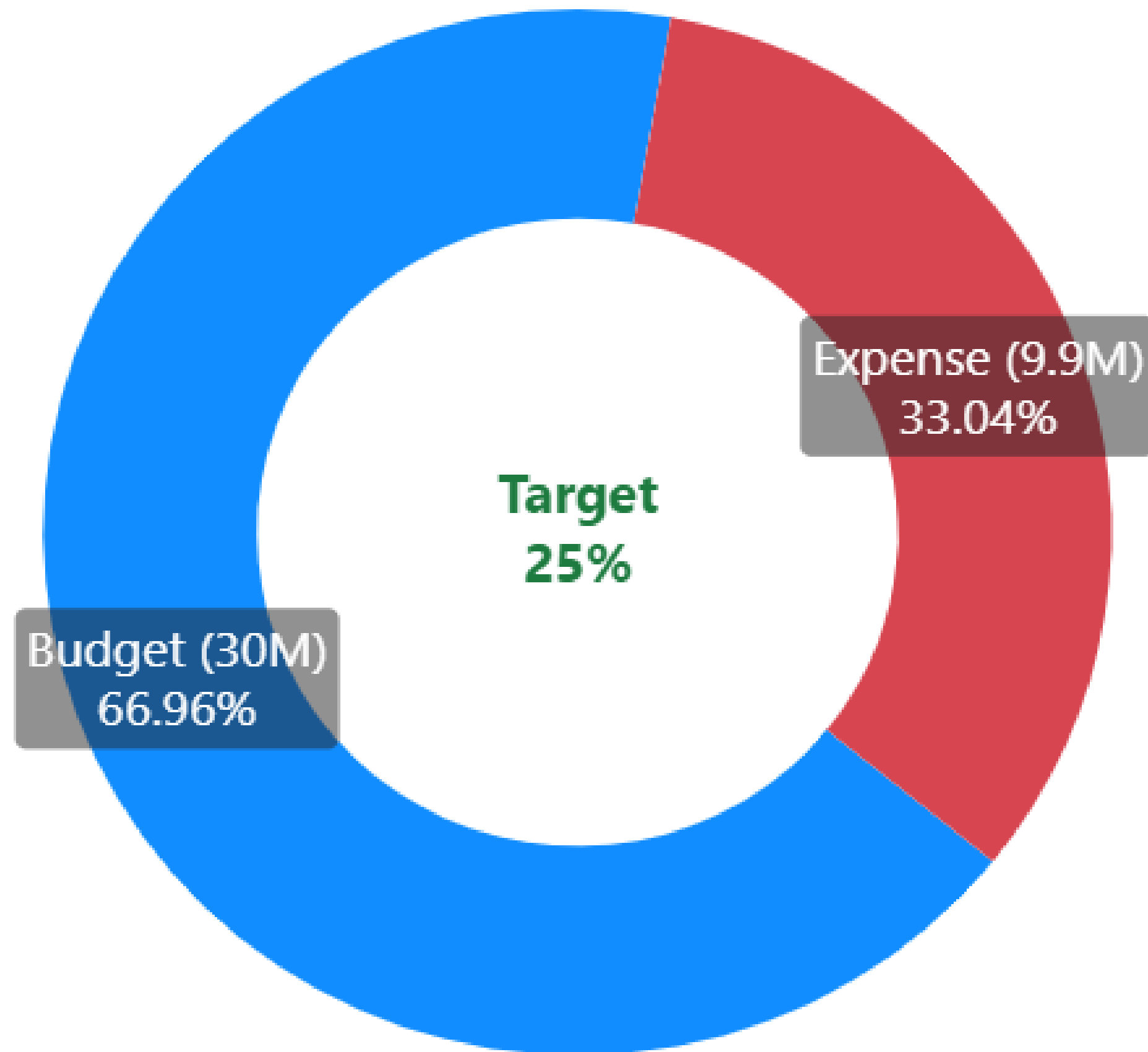


FINANCE SCORECARD PY25-26 Q1

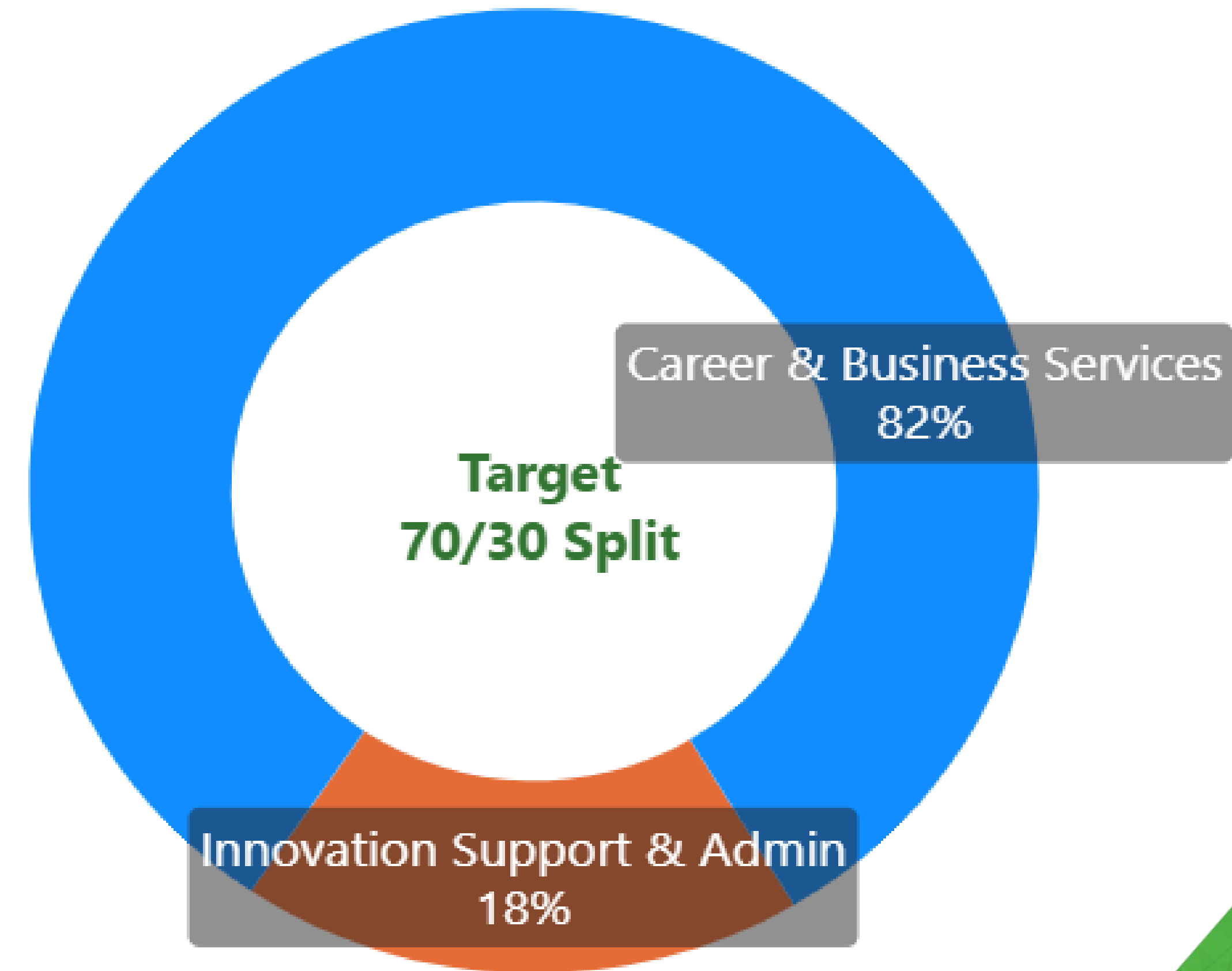


BUDGET VS ACTUAL

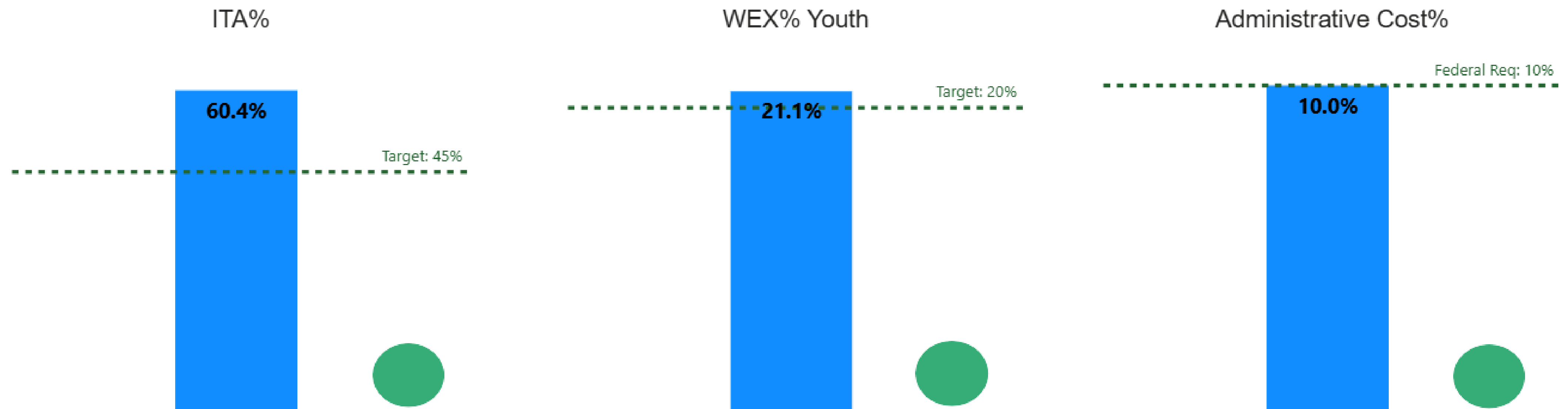
BUDGET VS ACTUAL EXPENSES



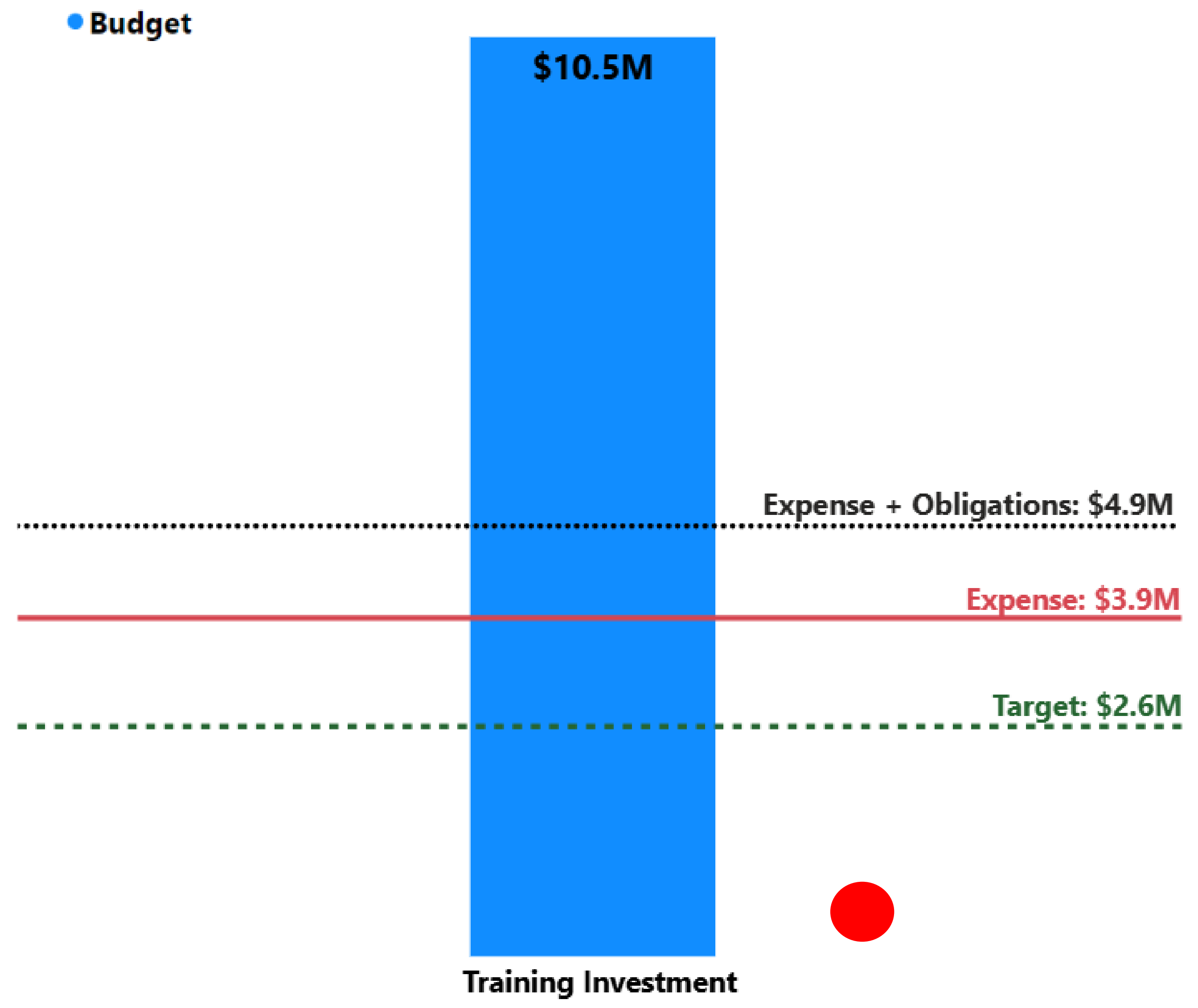
BUDGET OPERATIONS/SUPPORT



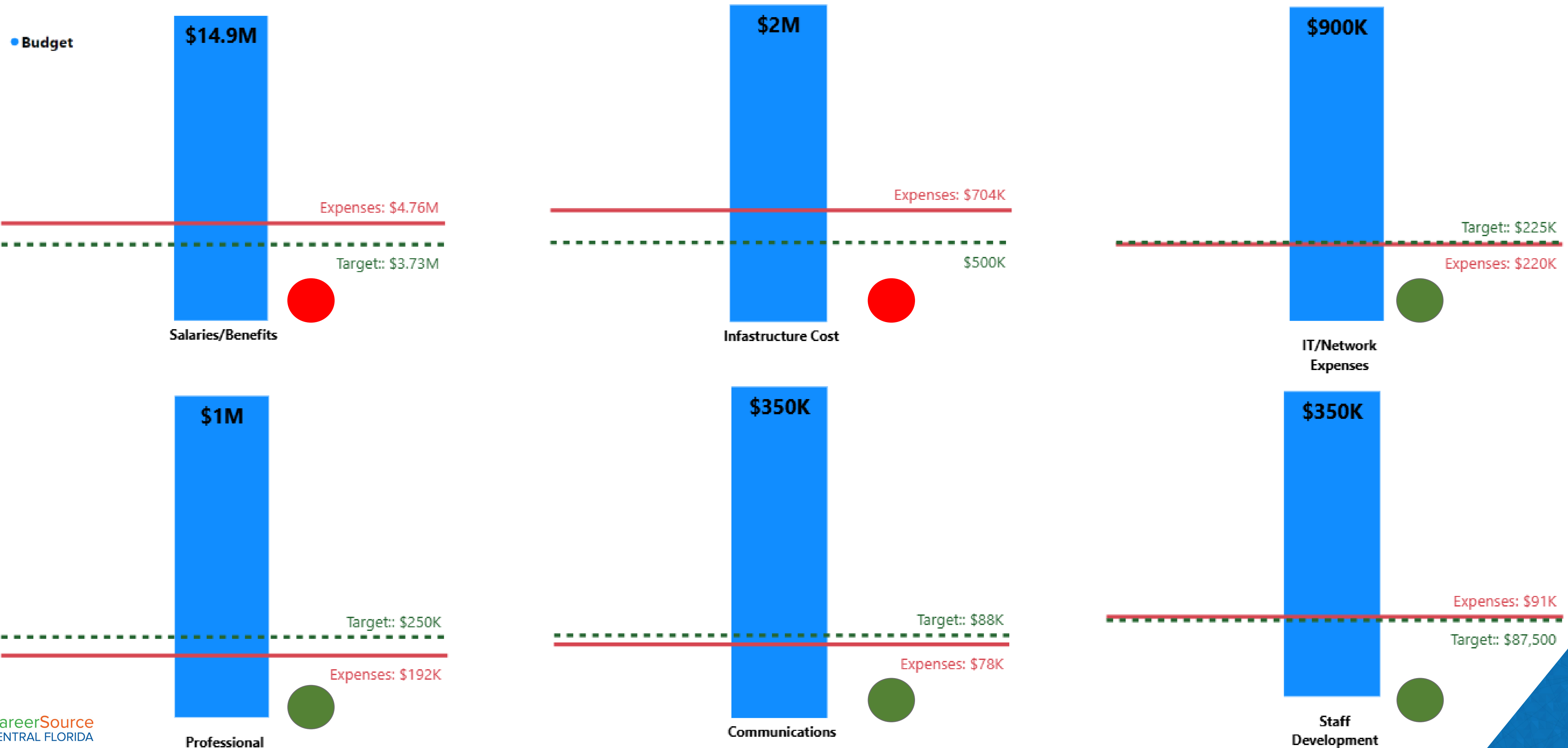
BUDGET FEDERAL/STATE REQUIREMENTS



BUDGET VS ACTUAL BY EXPENDITURE CATEGORY



BUDGET VS ACTUAL BY EXPENDITURE CATEGORY



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REPORTS BY COMMITTEE CHAIR

Executive

Sheri Olson

Audit

Matt Walton

Facilities Ad Hoc

Matt Walton

Career Services

Andrew Albu

Community Engagement

Lindsey LeWinter

Finance

Eric Ushkowitz

Governance

David Sprinkle

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John Gill



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INSIGHT: SMALL BUSINESS PANEL DISCUSSION



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OTHER BUSINESS



REMINDER:

NEXT BOARD MEETING SCHEDULED FOR:

THURSDAY, FEBRUARY 26th

AT

TO BE DETERMINED



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ADJOURNMENT OF BOARD



CONNECT WITH US



or in person by appointment, in your place of business or at one of our Career Centers.



THANK YOU

Phone: 800.757.4598

Website: www.CareerSourceCentralFlorida.com



APPENDIX

- A. 9/25/25 BOARD MEETING MINUTES (CONSENT AGENDA ITEM)**

- B. APPROVAL OF REQUEST FOR SUBSEQUENT LOCAL WORKFORCE DEVELOPMENT AREA DESIGNATION (CONSENT AGENDA ITEM)**

- C. APPROVAL OF REQUEST FOR CSCF TO BE DIRECT PROVIDER OF WORKFORCE SERVICES (CONSENT AGENDA ITEM)**

- D. APPROVAL OF WEST OAKS MALL OFFICE LEASE RENEWAL (CONSENT AGENDA ITEM)**

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DRAFT
Board of Directors Meeting
Thursday, September 25, 2025 9:00 a.m.

MINUTES

MEMBERS PRESENT: Sheri Olson, Andrew Albu, Robert Bixler, Sean Donnelly, Casey Ferguson, Wendy Ford, Tanisha Nunn Gary, Mark Havard, Jeff Hayward, Molly Kostenbauder, Lindsey LeWinter, Nicole Martz, Snak Nakagawa, Gaby Ortigoni, Chris Pascal, Trey Simpkins, Michelle Sperzel, David Sprinkle, DeAnna Thomas, Eric Ushkowitz, Matt Walton, and Richard Watford

MEMBERS ABSENT: Sharon Arroyo, Joe Battista, Wendy Brandon, Gui Cunha, John Gill, Kristin Gray, Shawn Hindle, Catherine McManus, Brinkley Ruffin, Amy Santorelli, Jonathan Schaefer, Stella Siracuza, Richard Sweat, and Kristin Williams

STAFF PRESENT: Pam Nabors, Tadar Muhammad, Leo Alvarez, Dyana Burke, Steven Nguyen, Nilda Blanco, Gina Ronokarijo, Marcla DeFaria, Geo Morales, Sean Masherella, Vince Bruno, Vanessa Nogueira, and Kaz Kasal

GUESTS PRESENT: Lance Sewell / Orlando Health South Lake Hospital Chris Carmody, Heather Ramos / GrayRobinson; Tameka Austin / Florida Commerce

Agenda Item	Topic	Action Item / Follow Up Item
1.	<p>Welcome</p> <ul style="list-style-type: none"> Ms. Olson, Board Chair on behalf of Richard Sweat, Board Chair, called meeting to order at 9:00 am and welcomed attendees. <p>Host Welcome</p> <ul style="list-style-type: none"> Mr. Sewell, President of Orlando Health South Lake Hospital, welcomed attendees. Mr. Sewell provided overview of the hospital and the National Training Center. 	
2.	<p>Roll Call / Establishment of Quorum</p> <ul style="list-style-type: none"> Ms. Kasal, Executive Board Coordinator, reported a quorum present. 	
3.	<p>Public Comment</p> <ul style="list-style-type: none"> None offered. 	
4.	<p>Spotlight Story</p> <ul style="list-style-type: none"> Ms. Ronokarijo, Vice President of Workforce Operations, introduced CSCF Participant, Yazaira, via video. In the video, Yazaira relayed how CareerSource Central Florida (CSCF) guided her in her job search and career growth which included equipping her with strong resume and helping her in completing the license process. Yazaira now works as a medical assistant at Orlando Health, with an overall goal of completing the nurse practitioner program 	



5.	<p>Board Recognition</p> <ul style="list-style-type: none"> The Board recognized departing board members: Dr. Maria Vazquez, Mr. Ben Larry and Mr. Joseph Battista for their service on the board. The board also welcomed new board member Mr. Robert Bixler, Chief of Staff, Orange County Public Schools. 	
6.	<p>Consent Agenda</p> <ul style="list-style-type: none"> Ms. Olson asked the Board if any items on consent agenda, as listed below (attachments), should be moved off for further discussion: <ul style="list-style-type: none"> Draft Minutes of 6/12/25 Board Meeting Nonrenewal Seminole Office (<i>Finance</i>) Nonrenewal Southeast Orange Office (<i>Finance</i>) Budget Adjustment (<i>Finance</i>) 	<p>Mr. Hayward made a motion to approve all items on the consent agenda. Mr. Nakagawa seconded; motion passed unanimously.</p>
6.	<p>Information / Discussion / Action Items</p> <p><u>Chair's Report:</u></p> <ul style="list-style-type: none"> Ms. Olson relayed the following: <ul style="list-style-type: none"> CSCF's "Rise & Thrive" inaugural event was a great success. Ms. Olson thanked those board members who attended. Reminder to complete refresher training, which a link to the training was emailed to the board on 9/17/25. Read the Board Source issue coming out this afternoon. Upcoming events will be listed in the issue that board members can attend. <p><u>President's Report (attachment)</u></p> <ul style="list-style-type: none"> Ms. Nabors, President/CEO, provided following highlights from the President's Report (attachment): <ul style="list-style-type: none"> CSCF received A rating from CareerSource Florida for exceeding the majority of measures across every program. CSCF's Year-End Scorecard: 7/1/2024 thru 6/30/2025. Reviewed various CSCF Board and staff achievements. Seminole County recognized Mr. Sweat with proclamation for leadership on CSCF Board and in workforce development. Legislative update – advocating for workforce development continues. Media highlights. <p><u>Finance Report</u></p> <ul style="list-style-type: none"> Mr. Alvarez, CFO, reviewed Year-End Financials: 7/1/2024 thru 6/30/2025 (attachment). Closed the year nearly on track. 	



7.	<p>Information / Discussion / Action Items <i>(continued)</i></p> <p><u>Committee Reports</u></p> <p><u>Executive:</u></p> <ul style="list-style-type: none"> • Ms. Olson, Executive Committee Chair, reported Committee met on 9/17/25 and reviewed: <ul style="list-style-type: none"> - Charter and current Committee Structure - Items as listed under today's Consent Agenda - President and Committees' Report Outs - Today's Board Agenda <p><u>Audit</u></p> <ul style="list-style-type: none"> • Mr. Walton, Audit Committee Chair, stated the Committee met jointly with the Finance Committee on 9/3/25. The Committee reviewed its charter and concurred no updates were needed. Committee also reviewed audit planning to be performed by auditors Cherry Bekaert. <p><u>Facilities Ad Hoc</u></p> <ul style="list-style-type: none"> • Mr. Walton, Facilities Ad Hoc Committee Chair, stated Committee met on 8/25/25 at CSCF's Community Hub located in Valencia College East Campus and: <ul style="list-style-type: none"> - Reviewed updated layouts and lease terms of Administration office, Community Hubs at Valencia College and Seminole State College, and Lake-Sumter State College. - Reviewed overall lease schedules of all CSCF's locations. CSCF anticipates an overall savings of more than \$800,000, and to have 6 Community Hubs operational by 6/30/26. - Approved to forward to Board, which Board approved under today's Consent Agenda, to allow staff to notify landlords of intent not to renew at CSCF's Southeast Orange and Seminole locations. <p><u>Career Services</u></p> <ul style="list-style-type: none"> • Mr. Albu, Career Services Committee Chair, stated Career Services Committee met on 7/24/25 and 9/11/25: <ul style="list-style-type: none"> - <u>At 7/24/25 meeting:</u> <ul style="list-style-type: none"> o Committee reviewed process and timeline of procurements on Summer Youth 2026 for Engage and Explore programs, Workforce Transition program, and One-Stop Operator. 	
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	<p>- <u>At 9/11/25 meeting:</u></p> <ul style="list-style-type: none"> o Reviewed Committee’s charter and concurred no updates needed. o Approved the above-mentioned procurements from 7/24 meeting, which Board will make final approval at its 9/25/25 meeting. o Procurements for Board vote: <p>Summer Youth Program 2026:</p> <p>1. Engage:</p> <p>Reviewed procurement on the 2026 Summer Youth Engage Program (attachment) of which nine proposals were received, but eight qualified for scoring. Career Services Committee recommends selection of top seven proposers: Central Florida Urban League, Valencia College, Renacer en Vida Nueva, Inc., Tech Sassy Girlz, Seminole State College, Osceola Technical College and My True Prosperity.</p> <p>Related Party Contract:</p> <p>Dr. Kostenbauder, Seminole State College, indicated before the meeting that she had a conflict of interest and needed to abstain from discussion and voting. Staff presented a Related Party Contract with CareerSource Central Florida and Seminole State College in the amount of \$43,200 annually.</p> <p>A copy of the Board meeting and committee meeting minutes that documents the discussion and approval of the Related Party Contract (including the name of the contractor and the value of the contract) will be forwarded to Florida Commerce.</p> <p>2. Explore:</p> <p>Reviewed procurement on the 2026 Summer Youth Explore Program (attachment) of which six proposals were received. Career Services Committee recommends selection of all six proposers: University of Central Florida, Valencia College, Orange County Public Schools, Lake Technical College, Seminole</p>	<p>Mr. Ushkowitz made a motion for the Board to approve top seven proposers as presented for the Summer Youth Program 2026 – Engage, with a budget up to \$700,000. In addition, the related party contract with CareerSource Central Florida and Seminole State College in the amount not to exceed \$43,200 annually. Mr. Walton seconded, with Dr. Kostenbauder abstaining; motion passed.</p> <p>The related party contract will be sent to Florida Commerce for approval</p> <p>Yeas: 21 Nays: 0 Abstentions: 1</p> <p>Mr. Ferguson made a motion for the Board to approve all six proposers, as presented, for the Summer Youth Program 2026 – Explore, with a budget up to \$700,000. In addition, for the the related party</p>
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	<p>State College, and Osceola Technical College, as this will provide good coverage across CSCF's region.</p> <p>Related Party Contracts:</p> <p>Dr. Kostenbauder, Seminole State College, indicated before the meeting that she had a conflict of interest and needed to abstain from discussion and voting. Staff presented a Related Party Contract with CareerSource Central Florida and Seminole State College in the amount of \$36,000 annually.</p> <p>Mr. Bixler, Orange County Public Schools, indicated before the meeting that he had a conflict of interest and needed to abstain from discussion and voting. Staff presented a Related Party Contract with CareerSource Central Florida and Orange County Public Schools in the amount of \$150,000 annually.</p> <p>A copy of the Board meeting and committee meeting minutes that documents the discussion and approval of the Related Party Contract (including the name of the contractor and the value of the contract) will be forwarded to Florida Commerce.</p> <p>Work Transition Program:</p> <p>Reviewed procurement on the Welfare Transition Program of which two proposals were received. Career Services Committee recommends selection of top-ranked proposer, Goodwill Industries of Central Florida.</p> <p>One-Stop Operator:</p> <p>Reviewed procurement, of which CareerSource Research Coast (CSRC) acted as procurement agent, on the 2026 One-Stop Operator (attachment). One proposal was</p>	<p>contracts with CareerSource Central Florida and Seminole State College & Orange County Public Schools regarding Summer Youth Program 2026 – Explore in the amount not to exceed \$36,000 (Seminole State) & \$150,000 (Orange County Public Schools) annually. Ms. Ford seconded, with Dr. Kostenbauder and Mr. Bixler abstaining; motion passed.</p> <p>The related party contract will be sent to Florida Commerce for approval</p> <p>Yeas: 20 Nays: 0 Abstentions: 2</p> <p>Mr. Sprinkle made a motion for Board to approve for staff to proceed with negotiations with Goodwill Industries of Central Florida to deliver the PY 2026 Welfare Transition Program, with a budget up to \$750,000. Mr. Walton seconded; motion passed unanimously.</p> <p>Mr. Hayward made a motion for Board to approve endorsement of CSCF's designation as its own One-Stop</p>
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	<p>received, submitted by CSCF itself. The CSRC Review Team evaluated the proposal against established criteria and CSCF's submission received a 91 out of 100 (100 being the highest). CSRC's recommends CSCF to serve as its own One-Stop Operator.</p> <p>Ms. Nabors stated that since CSCF's Operations department delivers services and to safeguard from any conflicts of interest, another CSCF department will be assigned and function as the one-stop operator.</p> <p><u>Community Engagement</u></p> <ul style="list-style-type: none"> • Ms. LeWinter, Community Engagement Committee Chair, stated committee met on 8/28/25 and: <ul style="list-style-type: none"> - Welcomed new committee member Dan Holste with Orange County Government. - Reviewed Committee's charter and made one non-substantive edit. - Received an update on CSCF's website refresh. Committee to review a couple design concepts in side-by-side comparison and provide feedback. - Reviewed CSCF's goal of "storytelling" success stories as strategy for public messaging. - Discussed what to capture in the formation of the "Customer Satisfaction and Business Survey" - Received an overview of the "Rise & Thrive" event. <p><u>Finance Committee</u></p> <ul style="list-style-type: none"> • Mr. Walton, Finance Committee Vice Chair, reported the Committee met jointly with the Audit Committee on 9/3/24 and reviewed: <ul style="list-style-type: none"> - Reviewed Committee's charter and concurred no updates needed. - Year-end results for FY 2024-2025 - Approved, for Board's final approval, a budget adjustment reallocation of \$500 from Training to Salaries/Benefits category. This will be approved under 9/25/25 Board's consent agenda. - Reviewed summaries of procurements as reported out under Career Services Committee. - Received update from Facilities Ad Hoc Committee to include action item to nonrenew CSCF's Southeast Orange and Seminole locations. Finance Committee approved to forward this action to Board for final approval at its 9/25/25 meeting. 	<p>Operator with a budget not to exceed \$20,000. Mr. Donnelly seconded; motion passed unanimously.</p>
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	<p><u>Governance</u></p> <ul style="list-style-type: none"> • Mr. Sprinkle, Governance Committee Chair, stated Committee met on 8/14/25 and reviewed: <ul style="list-style-type: none"> - Reviewed Committee's charter and made one non-substantive edit. - Reviewed Board Engagement results for 7/1/2024 thru 6/30/2025. Exceeded annual goal in all categories: Participate, Demonstrate and Contribute, and the first time reaching 100% under Contribute. - Mr. Nguyen, provided an update on the CSCF's top risks and proactive measures being taken to mitigate risks. <p><u>Revenue Diversity and New Markets</u> Nothing to report; this committee will meet on 10/21/25.</p>	
8.	<p>Insight Legislative Update</p> <ul style="list-style-type: none"> • Mr. Carmody, GrayRobinson, presented an update on legislative activities (attachment). 	
9.	<p>Other Business None offered.</p>	
10.	<p>Adjournment Meeting adjourned at 10:15 am.</p>	

Respectfully submitted,

Kaz Kasal
Executive Board Coordinator

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ACTION ITEM

TO: Central Florida Area Workforce Development Consortium and CareerSource Central Florida (CSCF) Board of Directors
FROM: Gina Ronokarijo
DATE: December 11, 2025
RE: Subsequent Local Workforce Development Area Designation

PURPOSE:

The purpose of this memo is to request approval of:

- CareerSource Central Florida's request for subsequent designation as the Local Workforce Development Area for Lake, Osceola, Orange, Seminole and Sumter Counties.

BACKGROUND ACTION ITEM – Subsequent Local Workforce Development Area Designation:

Under the Workforce Innovation and Opportunity Act (WIOA) the Governor must designate local workforce development areas after consultation with the State Workforce Board, local chief elected officials and LWDBs. Local workforce development areas that receive an initial designation shall be granted a subsequent designation if, for the two most recent program years, the local workforce development area performed successfully and sustained fiscal integrity, and in the case of a local workforce development area in a planning region, met the regional planning requirements as described in WIOA Sec. 106(c)(1).

REQUIREMENTS:

Florida Commerce requires the local Chief Elected Officials (Consortium) and the local Board of Directors to affirm CSCF's request for subsequent designation as the Local Workforce Development Area and acknowledge its support through formal board action.

RECOMMENDED ACTION:

CSCF Executive Leadership recommends the Central Florida Area Workforce Development Consortium and CSCF Board of Directors approval of CSCF's request for subsequent designation beginning July 1, 2026, through June 30, 2028, as submitted to Florida Commerce and CareerSource Florida.

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ACTION ITEM

TO: Career Services Committee
CareerSource Central Florida (CSCF) Board of Directors
Central Florida Area Workforce Development Consortium

FROM: Gina Ronokarijo

DATE: 11/20/2025

RE: Approval of CSCF Direct Service Provider Request to Florida Department of Commerce (FC) 2026-2029

PURPOSE:

The purpose of this memo is to request approval of:

- CareerSource Central Florida's continued designation as a Direct Service Provider for the delivery of services to its career seekers and businesses for the period of three years – July 1, 2026 - June 30, 2029.

BACKGROUND ACTION ITEM – Direct Service Provider:

Local workforce development boards may be designated by the state as a direct provider of basic and individualized career services (also referred to as "workforce services"), with the agreement of the Chief Elected Official in the local area, the local board, and the Governor or designee. CareerSource Central Florida has operated under this designation over the last three years and has again requested this designation from the Florida Department of Commerce (FC) for the program years 2026-2029.

As a provider of services, CSCF can quickly adapt services to meet the talent needs of local businesses and support emerging talent solutions. Additionally, delivering services directly allows CSCF to manage its fiscal resources, performance, and staffing with minimal delays. This service delivery model has been evaluated and has been found to be effective and meets the region's federal performance goals. CSCF's request will be sent to Florida Commerce and will be reviewed by the CareerSource Florida Board of Directors. The full document can be found on CSCF's website:

<https://www.careersourcecentralflorida.com/about-us/how-we-operate/>

REQUIREMENTS:

Florida Commerce requires the local Chief Elected Officials (Consortium) and the local Board of Directors to affirm CSCF's request to operate as a direct service provider and acknowledge its support for this service delivery model through formal board action.

RECOMMENDED ACTION:

CSCF Executive Leadership recommends the Central Florida Area Workforce Development Consortium and CSCF Board of Directors approval of CSCF's continued designation as a direct service provider for the next program year, beginning July 1, 2026, through June 30, 2029, to be submitted to Florida Commerce and CareerSource Florida.

Approved:
Career Services Committee – 11/20/25

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Action Item

To: CareerSource Central Florida Board of Directors
From: Executive Committee
Subject: CareerSource Central Florida – West Oaks Mall Office Lease Renewal
Date: December 11, 2025

Purposed Action:

The Executive Committee recommends that the CareerSource Central Florida Board of Directors approve the renewal of the lease for the West Orange County office, located at the West Oaks Mall at 9401 West Colonial Drive, Suite 403, Ocoee, FL.

Background/Summary of Terms:

CareerSource Central Florida (CSCF) currently leases approximately 12,041 sq. ft., under the terms of the January 14, 2020, Lease Agreement. The lease expires August 31, 2026, and CSCF is seeking to exercise its first five-year renewal option, beginning September 1, 2026. Under the original lease, the first renewal term rent increases to \$17.00 per sq. ft., with 2.5% annual escalations.

Staff have reached out to the landlord to re-negotiate more favorable terms. In response the landlord has proposed an Amendment to the lease, with the renewal term rent reset to a significantly lower starting rate of \$14.75 per sq. ft., with 2.5% annual escalations. See lease comparison chart below:

Annual Cost Comparison:

<u>Lease Year (Renewal Term)</u>	<u>Original Lease Cost</u>	<u>Amended Lease Cost</u>	<u>Annual Savings</u>
<u>2026–27</u>	<u>\$204,697</u>	<u>\$177,600</u>	<u>\$27,097</u>
<u>2027–28</u>	<u>\$209,814</u>	<u>\$182,040</u>	<u>\$27,774</u>
<u>2028–29</u>	<u>\$215,059</u>	<u>\$186,591</u>	<u>\$28,468</u>
<u>2029–30</u>	<u>\$220,433</u>	<u>\$191,255</u>	<u>\$29,178</u>
<u>2030–31</u>	<u>\$225,937</u>	<u>\$196,037</u>	<u>\$29,900</u>
<u>TOTAL 5-YEAR SAVINGS</u>			<u>≈ \$142,417</u>

Buildout Cost:

Under the original lease, CSCF’s was responsible for Base Rent (starting at \$15 PSF with a 2.5% annual escalation) and the reimbursement of tenant improvement cost of \$744,480 at a monthly cost of \$10,340 over the initial 72-month lease. The Second Amendment clarifies that the remaining allowance obligation will be fully paid by the end of the original term, resulting in no continued TI cost burden during the renewal period. This provides an additional annual savings of \$124,080.

Recommendation:

Based on the terms outlined above, the Executive Committee recommends that the CareerSource Central Florida Board approve the lease renewal agreement at the West Oaks Mall location. The renewal of the West Oaks Mall lease delivers a clear financial advantage, with \$142K+ in direct rent savings, elimination of TI repayment obligations

Approved: Executive Committee – 12/4/25

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