

CONSORTIUM & CSCF BOARD OF DIRECTORS MEETING

December 15, 2022



12/15/22 CONSORTIUM & BOARD OF DIRECTORS MEETING DETAILS

- Meeting Details
- Meeting Agenda
- Welcome
- Board Recognition
- Roll Call
- Public Comment
- Consortium Consent Agenda
- Consortium Discussion / Action Items
- President's Report
- Adjournment of Consortium
- Spotlight Story
- Board Consent Agenda
- Information/ Discussion/ Action Items
- Insight
- Other Business
- Adjournment of Board

What: Consortium & Board of Directors Meeting

When: Thursday, December 15, 2022
9:00 a.m. – 11:00 a.m.

Where: Rollins College
Kathleen W. Rollins Hall, Galloway Room
or

Virtual Option via Zoom:

Link: <https://careersourcecf.zoom.us/j/88692775936?pwd=d2V Sell1STh6bndueFFE V3lxUVhLdz09>

Dial In: 1 (929) 205-6099 / Meeting ID: 886 9277 5936
Passcode: 930531



12/15/22 CONSORTIUM & BOARD MEETING AGENDA

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Agenda Item	Topic	Presenter	Action Item
1.	Welcome <ul style="list-style-type: none"> • Pledge of Allegiance 	Mayor Demings	
2.	Recognition of Board Services – Departing Board Member	Jody Wood	
3.	Roll Call: Consortium / Establishment of Quorum Roll Call: Board / Establishment of Quorum	Kaz Kasal	
4.	Public Comment		
5.	Consortium Consent Agenda <ul style="list-style-type: none"> A. Approval of Minutes: 6/23/22 Consortium-Board Meeting B. WIOA Plan 	Mayor Demings	X
6.	Consortium Discussion / Action Items <ul style="list-style-type: none"> A. Vice Chair Nomination B. Approval of Board Appointments C. Grievance 	Mayor Demings	X X
7.	President's Report <ul style="list-style-type: none"> A. Finance Report 	Pam Nabors Leo Alvarez	
8.	Other Business		
9.	Adjournment of Consortium	Mayor Demings	



12/15/22 BOARD OF DIRECTORS MEETING AGENDA

Agenda Item	Topic	Presenter	Action Item
10.	Spotlight Story	Mimi Coenen	
11.	Board Consent Agenda	Jody Wood	X
	A. 10/6/22 Board Meeting Draft Minutes		
	B. FY 2022-2023 Budget Adjustments (Finance)		
	C. CSCF New Training Providers (Career Services)		
	D. Amendment to Accounting Policy – Check Signature Authority (Finance)		
12.	Information / Discussion / Action Items		
	A. Chair’s Report	Jody Wood	
	B. Committee Reports		
	1) Executive (<i>met on 12/8/22</i>)	Jody Wood	
	a) Level Up Orange Education & Training Tools Management Consultant RFP		X
	2) Audit (<i>no report</i>)	Sheri Olson	
	3) Career Services (<i>met on 11/17/22</i>)	Andrew Albu	
	a) 2023 Summer Youth Programs RFP		
	1. Engage		X
	2. Explore		X
	4) Community Engagement (<i>no report</i>)	David Sprinkle	
	5) Facilities Ad Hoc (<i>met on 11/16/22</i>)	Matt Walton	
	6) Finance (<i>met on 10/19/22</i>)	Eric Ushkowitz	
	7) Governance (<i>no report</i>)	Richard Sweat	
	8) Revenue Diversity & New Markets (<i>met on 11/30/22</i>)	Eric Jackson	

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Agenda Item	Topic	Presenter	Action Item
13.	Insights A. <u>Legislative Update</u>	Chris Carmody GrayRobinson	
14.	Other Business		
15.	Adjournment		

Upcoming Meetings:

Board	2/23/23	9:00 a.m. - 10:30 a.m.
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Committee Meetings:

- **Governance** 1/11/23 3:00 p.m. – 4:30 p.m.
- **Audit & Finance** 1/18/23 1:30 p.m. – 3:00 p.m.
- **Career Services** 1/26/23 3:00 p.m. – 4:30 p.m.
- **Community Engagement** 2/2/23 3:00 p.m. – 4:30 p.m.
- **Executive** 2/16/23 2:00 p.m. – 3:30 p.m.

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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**

Special Thanks to our Host:



Crummer
Graduate School of Business
Rollins College



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BOARD RECOGNITION



BOARD RECOGNITION



Congratulations to
Charles Scherer

Outstanding Service
Recognition

Charles Scherer

CareerSource Central Florida

Board of Directors

December 16, 2021 – October 28, 2022

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CONSORTIUM CONSENT AGENDA

A. Approval of Minutes – 6/23/22 Consortium-Board Meeting

B. WIOA Plan



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	Consortium Action Items <u>Approval of Minutes – 12/16/21 Consortium Meeting</u> <ul style="list-style-type: none"> Reviewed draft minutes from 12/16/21 Consortium Meeting (attachment). <u>Approval of Board Appointments</u> <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	Board and Consortium Action Items <u>Approval of the 2022-2023 CSCF Budget</u> <ul style="list-style-type: none"> Board reviewed 2022-2023 CSCF Budget (attachment). <ul style="list-style-type: none"> 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	Adjournment of Consortium <ul style="list-style-type: none"> Consortium adjourned at 9:18 am. 	

Board Meeting		
Agenda Item	Topic	Action Item / Follow Up Item
9	<p>Consent Agenda</p> <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. 	<p>Ms. Olson made a motion to approve all items on the consent agenda. Mr. Walton seconded; motion passed unanimously.</p>
10	<p>Information / Discussion / Action Items</p> <p><u>Chair's Report</u></p> <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"> o <u>Tanisha Nunn Gary</u>, African American Chamber of Commerce of Central Florida o <u>Gaby Ortigoni</u>, Hispanic Chamber of Commerce of Metro Orlando o <u>Joe Battista</u>, Valencia College o <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. 	
	<p><u>President's Report</u></p> <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>Finance 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>Facilities Ad Hoc 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>Governance 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>Revenue Diversity & New Markets 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	<p>Insight Organization Structure Recommendations</p> <ul style="list-style-type: none"> Reviewed proposed organizational structure, which has been approved by Revenue Diversity & New Markets and Executive Committee (attachment). <p><u>Follow-Up from Board Retreat</u></p> <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). 	<p>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.</p>
12	<p>Other Business</p> <ul style="list-style-type: none"> None offered. 	
13	<p>Adjournment Meeting adjourned at 10:29 am.</p>	

Respectfully submitted,

Kaz Kasal
 Executive Coordinator

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.



CONSORTIUM DISCUSSION / ACTION ITEMS

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Consortium Vice Chair Nomination



Approval of Board Appointments



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

Orange: Replacements / Org. Change
 Green: New Seat
 Yellow: Vacancies

ACTIVE BOARD MEMBERS: 33
 NUMBER OF VACANCIES: 2
 EFFECTIVE DATE: 12/15/22

NAME OF RWB MEMBER	Organization/Company	AREA(S) OF REPRESENTATION	County	Current and/or New Term
Albu, Andrew	Albu & Associates, Inc.	BU	Orange	7/1/2021 - 6/30/2024
Brandon, Wendy	UCF Lake Nona Medical Center	BU	Orange	7/1/2022 - 6/30/2025
Conley, Kari	Duke Energy	BU	Orange	7/1/2022 - 6/30/2025
Gary, Tanisha Nunn	African American Chamber of Commerce of Central Florida	BU	Orange	7/1/2022 - 6/30/2025
Havard, Mark	Hyatt Regency Orlando	BU	Orange	7/1/2022 - 6/30/2025
Jackson, Eric	Omega Group	BU <i>Small Business</i>	Orange	7/1/2020 - 6/30/2023
Laws, Phillip	Nemours Children's Health	BU	Orange	12/15/22 - 6/30/2025
Ortigoni, Gaby	Hispanic Chamber of Commerce of Metro Orlando	BU	Orange	7/1/2022 - 6/30/2025
Wood, Jody	Disney Parks, Experiences & Products	BU	Orange	7/1/2022 - 6/30/2025
Sprinkle, David	Veritas Recruiting Group, LLC	BU	Seminole	7/1/2021 - 6/30/2024
Sweat, Richard	.decimal	BU <i>Small Business</i>	Seminole	7/1/2022 - 6/30/2025
Walton, Matt	MiGre Engineers, LLC	BU	Seminole	7/1/2021 - 6/30/2024
Hindle, Shawn	Hanson, Walter & Associates, Inc.	BU	Osceola	7/1/2021 - 6/30/2024
Rascon, Manuel	AdventHealth CFD-South East Orlando Waterford Lakes Lake Nona	BU	Osceola	7/1/2021 - 6/30/2023
Siracuza, Stella	Tomato Express, Inc.	BU	Osceola	12/17/2020 - 6/30/2023
Olson, Sheri	South Lake Hospital	BU	Lake	7/1/2021 - 6/30/2024
Bryan Orr	Kalos Services, Inc.	BU	Lake/Sumter	7/1/2022 - 6/30/2025
VACANT (replacing Brooke Morris)		BU	Sumter	

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

NAME OF RWB MEMBER	Organization/Company	AREA(S) OF REPRESENTATION	County	Current Term
Casel, Glen	Embrace Families	WOY (CBO representing Youth)	Multi-County	7/1/2022 - 6/30/2025
Cunha, Gui	Seminole County Government, Office of Economic Development & Tourism	GRED	Seminole	12/16/2021 - 6/30/2023
des Anges, Keira	Division of Vocational Rehabilitation / Florida Department of Education	GRVRD	Multi-County	7/1/2021 - 6/30/2024
Donnelly, Sean	Central Florida Electrical Joint Apprenticeship & Training Committee (J.A.T.C.) / Central Florida AFL-CIO	WOLO/WOJ	Multi-County	12/16/2021 - 6/30/2023
Dziorney-Lukash, Jessie	International Union of Painters & Allied Trades (IUPAT DC 78), Florida Finishing Trades	WOLO/WOJ	Multi-County	12/16/2021 - 6/30/2023
Ford, Wendy	Osceola Council on Aging	CBO	Osceola	7/1/2022 - 6/30/2025
Gill, John	Quest, Inc.	WOD (CBO representing Individuals & Disabilities)	Multi-County	7/1/2022 - 6/30/2025
Gyllin, Dr. John	Foundation for Seminole State College, Inc.	ETPA	Seminole	7/1/2021 - 6/30/2024
Hayward, Jeff	Heart of Florida United Way	WOD/WOV (CBO representing Disabilities/Veterans)	Multi-County	7/1/2020 - 6/30/2023
Quintanilla, Renee	Crummer Graduate School of Business at Rollins College	ETPC	Multi-County	7/1/2022 - 6/30/2025
Joe Battista	Valencia College	ETPC	Multi-County	7/1/2022 - 6/30/2025
VACANT <i>(replacing Charles Scherer)</i>	State of Florida Department of Children & Families	GRO	Multi-County	12/16/2021 - 6/30/2024
Thomas, DeAnna	Lake Technical College	ETPA	Multi-County	7/1/2022 - 6/30/2025
Ushkowitz, Eric	City of Orlando <i>(transitioned from Orange County Government to City of Orlando)</i>	GRED	Region	7/1/2021 - 6/30/2024
Vazquez, Dr. Maria	Orange County Public Schools	ETPA	Orange	12/16/2021 - 6/30/2024
Michelle Sperzel	Harbor House	CBO		7/1/2022 - 6/30/2025

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

Key Codes:

Areas of Representation:

- BU – Business (19 Seats)
- WOLO – Workforce-Labor Organization

#NAME?

- 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 of Higher Education
- 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)



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 21, 2022

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 12/15/22 thru 6/30/25.

Private Sector Seat representing Orange County:

Appointment (see attached nomination letter):

- Mr. Phillip Laws, Director of Philanthropy, Corporate Alliance, Nemours Children's Health

Sincerely,

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

Jerry L. Demings
Orange County Mayor

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



November 19, 2022

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:

The Orlando Economic Partnership is pleased to nominate Mr. Phillip Laws to serve in the business seat representing Orange County on the CareerSource Central Florida Board of Directors.

Mr. Laws serves as Director of Philanthropy, Corporate Alliance, Nemours Children's Health, and we are proud to recommend this individual for consideration.

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

Regards,

Timothy Giuliani

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

President and CEO, Orlando Economic Partnership

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



October 20, 2022

The Honorable Mayor Jerry Demings
Chair, Central Florida Area Workforce Development Consortium
Orange County Government
201 South Rosalind Avenue
Orlando, FL 32802-1393

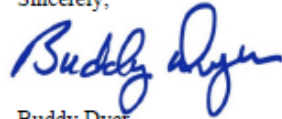
Dear Mayor Demings,

The City of Orlando is pleased to nominate Mr. Eric Ushkowitz to continue serving in the public seat as the Government Representative – Economic Development (GRED) on the CareerSource Central Florida (CSCF) Board of Directors.

Since October 2011, Mr. Ushkowitz has been serving in the GRED seat for the CSCF Board and was Economic Development Administrator for Orange County, FL. However, Mr. Ushkowitz recently attained the role of Economic Development Administrator for the City of Orlando, and we are proud to recommend his continued service on the CSCF Board in the updated term of 7/1/22 through 6/30/25.

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

Sincerely,



Buddy Dyer
Mayor



Grievance



Heather Ramos | Heather.Ramos@gray-robinson.com | D 407.244.5670
301 East Pine Street, Suite 1400, Orlando, Florida 32801 | T 407.843.8880 | F 407.244.5690

MEMORANDUM

TO: Career Source Central Florida Consortium
FROM: GrayRobinson, P.A.
DATE: December 6, 2022
SUBJECT: The Bee2Bee Network, Inc. Apprenticeship Grievance

CareerSource Central Florida entered into a Memorandum of Understanding for an apprenticeship program in 2022 with The Bee2Bee Network, Inc. CareerSource Central Florida terminated the Memorandum of Understanding on July 8, 2022 because documentation required by the Workforce Innovation & Opportunity Act was not provided.

The Memorandum of Understanding permits Bee2Bee to file a grievance if they disagree for the reasons of termination. On July 12, 2022, Bee2Bee's attorney filed a grievance and the members of the Consortium are now required by the Memorandum of Understanding to conduct a grievance hearing and decide, from the information presented by the parties, the validity of CareerSource Central Florida terminating the Memorandum of Understanding.

The following documents are included in the agenda package:

- February 10, 2022 Memorandum of Understanding – Bee2Bee Network Apprenticeship and CareerSource Central Florida
- July 8, 2022 Gray Robinson letter terminating the Memorandum of Understanding
- July 12, 2022 Siverson Law Firm letter providing a notice of grievance to the Consortium
- November 29, 2022 Siverson Law Firm cease and desist letter

/94/8#48996132 v1

MEMORANDUM OF UNDERSTANDING

Bee 2 Bee Network Apprenticeship and CareerSource Central Florida (CSCF)

THIS MEMORANDUM OF UNDERSTANDING (MOU) is entered into this 10th day of February 2022 and sets forth the terms and understanding between Bee 2 Bee Apprenticeship and CareerSource Central Florida (CSCF)

I. TERM

This Memorandum shall be effective from March 1st, 2022, or upon signature of all parties, whichever occurs first, through June 30, 2023.

II. PURPOSE OF MEMORANDUM

The purpose of this agreement is to facilitate a collaborative effort between Bee 2 Bee Network and CSCF to support the Information Technology industry through training and retaining talent through an Application Developer/Software Developer apprenticeship. The partners will work together to develop innovative strategies that result in increased employment and training opportunities for residents of Central Florida that increases self-sufficiency, provides career growth, and ensures the region is competitive.

III. BACKGROUND

Central Florida continues to see a growth in demand for higher skilled specialty workers within the IT industry. Registered apprenticeship is an employer-driven, "learn while you earn" model that combines On-the-Job Training (OJT) with job-related instruction (RT) in curricula tied to the attainment of industry-recognized skills standards. The Bee 2 Bee program is a Florida State Certified Apprenticeship through the Florida Bureau of Apprenticeship. This program curriculum was developed by the Apprenticeship Committee to train their employees. Through the partnership, Bee 2 Bee and CSCF will work collaboratively to ensure completion of levels of competency and credential attainment which will result in a more competitive workforce in Central Florida.

IV. STATEMENT OF WORK

Bee 2 Bee will:

- Manage the Application Developer/Software Developer apprenticeship.
- Recruit employees to participate in the apprenticeship.
- Assist with the collection of eligibility documentation of participants, when necessary, to include I-9 documents and current pay stubs from sponsoring employer.



- Communicate any change in employment status or wage increases of any apprentice to CSCF.
- Provide documentation as required to document measurable skills gains, milestones, and credential attainment.

CSCF will:

- Include Bee 2 Bee Apprenticeship on its Eligible Training Provider List and include as a training solution for job seekers during assessments and plan development.
- Prior to enrolling a participant into the registered apprenticeship activity, ensure that the registered apprenticeship includes the work component (OJT) and the job-related instruction (R.I).
- Determine client eligibility, need for training, and priority for services prior to awarding training funds on behalf of the client.
- Provide agreed upon training sponsorship to eligible apprenticeship participants, as funding allows, for up to \$8,320 for related training, On the Job Training, or a combination of both as deemed necessary by the individual's training plan during year one of the apprenticeship.
- Provide case management support to the apprentices, which includes but is not limited to: assessments, employment plans, monthly contact and follow-up.

V. METHODS OF REFERRAL

Bee 2 Bee will refer hired apprentices to CSCF to be accessed for eligibility, suitability, and priority of service for sponsorship. CSCF will complete assessment and notify Bee 2 Bee in writing of apprentice's eligibility and enrollment status. Bee 2 Bee will also notify CSCF of any job openings before an apprenticeship cohort begins. Utilizing the available talent pool, CSCF will refer, via resume, candidates that meet the minimum qualifications to Bee 2 Bee.

VI. PAYMENT PROCEDURE

Bee 2 Bee must submit an official invoice with required documentation to CSCF at:

CareerSource Central Florida
Attn: Accounts Payable
390 North Orange Ave., Suite 700
Orlando, FL 32801
Or via Email to accountspayable@careersourcecf.com

VII. MODIFICATION



This Memorandum and its attachments contain the entire agreement of the parties. It supersedes all previous written or oral agreements between the parties.

This Memorandum may be modified through the mutual agreement of the parties involved, which shall be accomplished by any party providing thirty days written notice to the other parties of the intent to modify. This notice must include a complete description of the portion or portions of this Memorandum to be modified and the proposed effective date of the modification. No modification, addition or deletion of this Memorandum shall be valid unless the same is in writing and signed by the parties hereto.

VIII. GENERAL PROVISIONS, CERTIFICATIONS AND ASSURANCES

Bee 2 Bee Network agrees to comply with general provisions, certifications and assurances contained in Attachment A.

IX. SIGNATURES

By signing this Memorandum, parties agree to the provisions contained herein and represent that they are duly authorized to execute this Memorandum.

Bee 2 Bee Network:

CSCF:

DocuSigned by
Yasmine P. Clarke
83F073C4068B1

Signature

Pamela Nabors

Signature

Yasmine Clarke
Founder & CEO

Pam Nabors
President & CEO

Date: 3/9/2022

Date: 03/09/2022





CONTRACTOR PROVISIONS, CERTIFICATIONS AND ASSURANCES

CareerSource Central Florida will not award a contract where Contractor has failed to accept the CONTRACTOR PROVISIONS, CERTIFICATIONS AND ASSURANCES contained in this Attachment. In performing its responsibilities under this Contract, Contractor hereby certifies and assures that it will fully comply with the following:

I. CERTIFICATION REGARDING DEBARMENT, SUSPENSION, AND OTHER RESPONSIBILITY MATTERS PRIMARY COVERED TRANSACTION (29 CFR Part 95 and 98).

The prospective Contractor certifies to the best of its knowledge and belief, that it and its principals:

- a. Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal department or agency;
- b. Have not within a three-year period preceding this Contract been convicted or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State, or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
- c. Are not presently indicted or otherwise criminally or civilly charged by a government entity (Federal, State or local) with commission of any of the offenses enumerated in paragraph above; and/or
- d. Have not within a three-year period preceding this application/proposal had one or more public transactions (Federal, State, or local) terminated for cause of default.

Where the prospective Contractor is unable to certify to any of the statements in this certification, such prospective Contractor shall attach an explanation to this proposal (or plan).

II. CERTIFICATION REGARDING LOBBYING (29 CFR Part 93)

Contractor certifies, to the best of his or her knowledge & belief, that:

No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.

If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan or cooperative agreement, the undersigned shall complete and submit Standard Form – LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

The undersigned shall require that the language of this certification be included in the documents for all subawards at all tiers (including subcontracts, sub-grants and contracts under grants, loans, and cooperative agreements) and that all sub-recipients and contractors shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this Contract was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by 31 U.S.C. 1352. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.



III. NON-DISCRIMINATION & EQUAL OPPORTUNITY ASSURANCE (29 CFR Part 37)

As a condition to the award of financial assistance from the Department of Labor under Title I of the WIOA, the grant applicant assures that it will comply fully with the nondiscrimination and equal opportunity provisions of the following laws:

- a. Section 188 of the Workforce Innovation and Opportunity Act (WIOA) which prohibits discrimination against all individuals in the United States on the basis of race, color, religion, sex, national origin, age, disability, political affiliation, or belief, and against beneficiaries on the basis of either citizenship/status as a lawfully admitted immigrant authorized to work in the United States or participation in any WIOA Title I financially assisted program or activity;
- b. Title VI of the Civil Rights Act of 1964, as amended, which prohibits discrimination on the bases of race, color and national origin;
- c. Section 504 of the Rehabilitation Act of 1973, as amended, which prohibits discrimination against qualified individuals with disabilities;
- d. The Age Discrimination Act of 1975, as amended, which prohibits discrimination on the basis of age;
- e. Title IX of the Education Amendments of 1972, as amended, which prohibits discrimination on the basis of sex in educational programs; and
- f. Section 654 of the Omnibus Budget Reconciliation Act of 1981 (42 U.S.C. 9849), as amended, which prohibits discrimination on the basis of race, creed, color, national origin, sex, handicap, political affiliation or beliefs.

IV. ACCESS TO RECORDS

Access by CareerSource Central Florida, Inc., the Comptroller General of the United States or any of their duly authorized representatives must be given to any books, documents, papers and records (including computer records) of Contractor or sub-contractor which are directly pertinent to charges to the services, in order to conduct audits and examinations and to make excerpts, transcripts and photocopies; this right also includes timely and reasonable access to Contractor's and subcontractor's personnel for the purpose of interviews and discussions related to such documents.

V. OFFICE OF MANAGEMENT AND BUDGET (OMB) CIRCULARS

Contractor agrees that, if applicable, it shall comply with all applicable OMB circulars, such as 2 CFR 200 – Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards.

VI. PROVISION AGAINST ASSIGNMENT

Contractor shall not subcontract any of the services named in this modified agreement. No contract awarded under these terms, conditions and specifications shall be sold, transferred or assigned without the written approval of the Board. Approval does not relieve Contractor from this modified agreement.

VII. DAVIS-BACON ACT

Contractor will comply, as applicable, with the provisions of the Davis-Bacon Act, as amended (40 U.S.C. 276a to 276a7) and as supplemented by Department of Labor (DOL) regulations 29 CFR part 5, the Copeland Anti Kick Back Act (40 U.S.C 276c and 18 U.S.C. 874) as supplemented by DOL regulations (29 CFR part 3), and the Contract Work Hours and Safety Standards Act (40 U.S.C. 327-333) as supplemented by DOL regulations 29 CFR part 5, regarding labor standards for federally assisted construction sub-agreements.

VIII. CONSTRUCTION OR RENOVATION OF FACILITIES USING PROGRAM FUNDS

Contractor is aware that Federal funds may not be used for the purchase or improvement of land, or the purchase, construction, or permanent improvement of any building or facility. If any property has been constructed or substantially renovated, through the unlawful use of state or federal funds, the federal government shall be entitled to a lien against said property.

IX. AMERICANS WITH DISABILITIES ACT

Contractor will comply with the Americans with Disabilities Act of 1990, P.L. 101-336, which prohibits discrimination on the basis of disability and requires reasonable accommodation for persons with disabilities; in all employment practices, including job application, procedures, hiring, firing, advancement, compensation, training, and other terms, conditions, and privileges of employment. It applies to recruitment, advertising, tenure, layoff, leave, fringe benefits, and all other employment-related activities.



X. EXECUTIVE ORDER 11246

Executive Order 11246, as amended by Executive Order 11375, requires that Federal Contractor and Subcontractors not discriminate against any employee or applicant for employment because of race, color, religion, sex, or national origin. It also requires the Contractor/Subcontractor to take affirmative action to ensure that applicants are employed, and that employees are treated during employment, without regard to their race, color, religion, sex, sexual orientation, gender identity, or national origin.

XI. CONFLICT OF INTEREST/STANDARDS OF CONDUCT

Contractor agrees that in administering the contract to comply with standards of conduct that maintain the integrity of the contract in an impartial manner, free from personal, financial or political gain by avoiding situations which suggest that any decision was influenced by prejudice, bias or special interest.

XII. CLEAN AIR/CLEAN WATER ACT/SOLID WASTE DISPOSAL ACT

The Contractor, if receiving in excess of \$100,000 in funding through this modified agreement, is required to comply with all applicable standards, orders, or regulations issued under the Clean Air Act, as amended (42 U.S.C. 7401), Section 508 of the Clean Water Act, as amended (33 U.S.C. 1368 et seq.), Executive Order 11738, and Environmental Protection Agency regulations (40 CFR part 15). Contractor shall report any violations of the above to the Board. The Contractor will also comply with the Solid Waste Disposal Act, as amended by the Resource Conservation and Recovery Act (42 U.S.C. 6962).

XIII. ENERGY EFFICIENCY

Contractor shall comply with mandatory standards and policies relating to energy efficiency which are contained in the State of Florida's Energy Conservation Plan issued in compliance with Energy Policy and Conservation Act (Public Law 94-163).

XIV. ENVIRONMENTAL STANDARDS

Contractor will comply with environmental standards which may be prescribed pursuant to the following:

- a. Institution of quality control measures under the National Environmental Policy Act of 1969 (P.L.91-190) and Executive Order (EO11514);
- b. Notification of violating facilities pursuant to EO 11738;
- c. Protection of wetlands pursuant to EO 11990;
- d. Evaluation of flood plains in accordance with EO 11988;
- e. Assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C 1451 et seq.)
- f. Conformity of Federal Actions to State (Clean Air) Implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U. S. C. 7401 et seq.);
- g. Protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended, (P. L. 93-523); and
- h. Protection of endangered species under the Endangered Species Act of 1973, as amended, (P. L. 93-205).

XV. INTEGRITY

Contractor shall comply with the provisions of the Byrd Anti-Lobbying Amendment (31 U.S.C. 1352) 29 CFR part 93. When applicable, if this Contract is in excess of \$100,000, Contractor must, prior to execution, complete the Certification Regarding Lobbying Form.

XVI. PUBLIC ANNOUNCEMENTS AND ADVERTISING

When issuing statements, press releases, request for proposals, bid solicitation, and other documents describing the project or programs funded in whole or in part with Federal money, all Contractors receiving Federal funds, shall clearly state: (1) the percentage of the total cost of the program or project which will be financed with Federal money, and (2) the dollar amount of Federal funds for the project or program.

XVI. MODIFICATIONS

The terms of this modified agreement may be renegotiated and changed whenever extenuating circumstances affect the ability of either party to honor commitments made in this modified agreement. Extenuating circumstances must be for situations beyond the control or expectations of either party. Both parties must mutually agree upon renegotiation.

No modification of this modified agreement will be effective unless it is in writing, signed and dated by both parties.

The Board may unilaterally modify this modified agreement at will to accommodate any change in the federal or state programs, under which this modified agreement is funded, any change in the interpretation of the federal or state programs, under which this modified agreement is funded, or any applicable federal, state or local laws, regulations, rules or policies. The Board retains the option to extend this contract for an additional one year period at the end of this contract.

XVII. TERMINATION FOR DEFAULT/CONVENIENCE

This modified agreement may be terminated as follows:

1. Either party may request termination of modified agreement upon 60 days prior written notice to the other party. Written notification of termination must be by registered mail, return receipt requested.
2. The Board may unilaterally terminate or modify this modified agreement, if for any reason either the U.S. Department of Labor or the State of Florida reduces funding through the grants under which this modified agreement is funded.
3. The Board may unilaterally terminate this modified agreement at any time that it is determined that:
 - a. Contractor fails to provide any of the services it has contracted to provide; or
 - b. Contractor fails to comply with the provisions of this modified agreement; or
 - c. Such termination is in the best interest of the Board.

If Contractor disagrees with the reasons for termination, they may file a grievance in writing within ten days of notice of termination to the CareerSource Central Florida Consortium of Elected Officials, who will conduct a grievance hearing and decide, from evidence presented by both parties, the validity of termination.

In the event this modified agreement is terminated for cause, Contractor shall be liable to the Board for damages sustained for any breach of this modified agreement by the Contractor, including court costs and attorney fees, when cause is attributable to the Contractor.

In instances where Contractors/sub-grantees violate or breach modified agreement terms, the Board will use all administrative, contractual or legal remedies that are allowed by law to provide for such sanctions and penalties as may be appropriate.

XIX. COMPLIANCE WITH TANF

Contractor shall comply with the Temporary Assistance to Needy Families Program (TANF), 45 CFR parts 260-265, and other applicable federal regulations and policies promulgated there under.

XX. RIGHTS TO DATA/COPYRIGHTS AND PATENTS

The Board, State of Florida and the U.S. Department of Labor shall have unlimited rights to inventions made under contract or agreement: Contracts or agreements for the performance of experimental, developmental, or research work shall provide for the rights of the Federal Government and the recipient in any resulting invention in accordance with 37 CFR part 401, "Rights to Inventions Made by Nonprofit Organizations and Small Business Firms Under Government Grants, Contracts and Cooperative Agreements" and any implementing regulations issued by the awarding agency.

Contractor also assures that it will comply with 29 CFR Part 37 and all other regulations implementing the laws listed above. This assurance applies to the grant applicant's operation of the WIOA Title I – financially assisted program or activity, and to all agreements the grant applicant makes to carry out the WIOA Title I – financially assisted program or activity. Contractor understands that Department of Economic Opportunity (DEO) and the United States have the right to seek judicial enforcement of the assurance.

XXI. PUBLIC ENTITY CRIMES

Contractor shall comply with Section 287.133(2)(a), F.S., whereby a person or affiliate who has been placed on the convicted vendor list following a conviction for a public entity crime may not submit a bid, proposal, or reply on a contract to provide any goods or services to a public entity; may not submit a bid, proposal, or reply on a contract with a public entity for the construction or repair of a public building or public work; may not submit bids, proposals, or replies on leases of real property to a public entity; may not be awarded or perform work as a contractor, supplier, subcontractor or consultant under a contract with any public entity; and may not transact business with any public entity in excess of the threshold amount provided in Section 287.017 F.S., for Category Two for a period of thirty-six (36) months from the date of being placed on the convicted vendor list.

XXII. THE PRO-CHILDREN ACT

Contractor agrees to comply with the Pro-Children Act of 1994, 20 U.S.C. 6083. Failure to comply with the provisions of the law may result in the imposition of civil monetary penalty up to \$1,000 for each violation and/or the imposition of an administrative compliance order on the responsible entity. This clause is applicable to all approved sub-contracts. In compliance with Public Law (Pub. L.) L03-277, the Contract shall prohibit smoking in any portion of any indoor facility used for the provision of federally funded services including health, day care, early childhood development, education or library services on a routine or regular basis, to children up to age 18.

XXIII. CONFIDENTIALITY

It is understood that the Contractor shall maintain the confidentiality of any information, regarding CareerSource Central Florida customers and the immediate family of any applicant or customer, that identifies or may be used to identify them and which may be obtained through application forms, interviews, tests, reports from public agencies or counselors, or any other source. Contractor shall not divulge such information without the written permission of the customer, except that such information which is necessary as determined by CareerSource Central Florida for purposes related to the performance or evaluation of the Agreement may be divulged to CareerSource or such other parties as they may designate having responsibilities under the Agreement for monitoring or evaluating the services and performances under the Agreement, or to governmental authorities to the extent necessary for the proper administration of the law. All release of information shall be in accordance with applicable State laws, and policies of CareerSource Central Florida. No release of information by Contractor, if such release is required by Federal or State law, shall be construed as a breach of this Section.

XXIV. PROCUREMENT OF RECOVERED MATERIALS

Contractor agrees to comply with the provisions of section 6002 of the Solid Waste Disposal Act, as amended by the Resource Conservation and Recovery Act, and as supplemented by 2 CFR Appendix II to part 200 and 2 CFR part 200.323 and the requirements stated therein.

XXV. DOMESTIC PREFERENCES FOR PROCUREMENTS

Contractor agrees to comply with the provisions of 2 CFR Appendix II to part 200 and 2 CFR part 200.322 and the requirements stated therein.

XXVI. PROHIBITION ON CERTAIN TELECOMMUNICATIONS AND VIDEO SURVEILLANCE SERVICES OR EQUIPMENT

Contractor agrees to comply with the provisions of 2 CFR Appendix II to part 200 and 2 CFR part 200.216 and the requirements stated therein. See [Public Law 115-232](#), section 889 for additional information and 2 CFR part 200.471.

XXVII. PROMOTING FREE SPEECH AND RELIGIOUS LIBERTY & IMPROVING FREE INQUIRY, TRANSPARENCY AND ACCOUNTABILITY AT COLLEGES AND UNIVERSITIES

Contractor agrees to follow the statutory and national policy requirements, as applicable, stated in 2 CFR § 200.300 and Executive Order 13798 Promoting Free Speech and Religious Liberty and Executive Order 13864 Improving Free Inquiry, Transparency and Accountability at College and Universities.



XXVIII. E-VERIFY

Contractor warrants and represents that it is in compliance with section 448.095, Florida Statutes, as may be amended, and that it: (1) is registered with the E-Verify system (E-Verify.gov), and beginning January 1, 2021, uses the E-Verify system to electronically verify the employment eligibility of all newly hired workers; and (2) has verified that all of Contractor's subcontractors performing the duties and obligations of the Agreement are registered with the E-Verify System, and beginning January 1, 2021, use the E-Verify System to electronically verify the employment eligibility of all newly hired workers.

By signing below, Contractor hereby certifies and assures that it will fully comply with the provisions listed above:

Yasmine Clarke President

Printed Name and Title of Authorized Representative

DocuSigned by

Yasmine P. Clarke

Signature of Authorized Representative

The Bee2Bee Network Inc.

Organization/Business Name

3/9/2022

Date



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

BOCA RATON
FORT LAUDERDALE
FORT MYERS
GAINESVILLE
JACKSONVILLE
KEY WEST
LAKE LAND
MELBOURNE
MIAMI
NAPLES
ORLANDO
TALLAHASSEE
TAMPA
WASHINGTON, DC
WEST PALM BEACH

July 8, 2022

Via First-Class US Mail and Email

Yasmine P. Clarke
9300 Conroy Windermere Road, Suite 2031
Windermere, Florida 34786
Telephone: (321) 558-6884
E-mail: ypclarke@gmail.com

Re: Termination of the Bee2Bee Network Apprenticeship and CareerSource Central Florida Memorandum of Understanding

Dear Ms. Clarke:

This law firm has the pleasure of representing CareerSource Central Florida ("CSCF"). As you are aware, your company, The Bee2Bee Network, Inc., entered into a Memorandum of Understanding ("MOU") with CSCF for an apprenticeship program.

CSCF has repeatedly asked you to provide records to document measureable skills gains for the currently enrolled apprenticeship program participants. As you are aware, providing these records is a requirement under the MOU. As of the date of this letter, the complete records have not been provided to CSCF.

Based on the requirements of the MOU, measurable skills gains documentation must be provided to CSCF for the seven individuals enrolled in the apprenticeship program on or before July 29, 2022. If such documentation is not received in a form acceptable to CSCF, CSCF retains all rights and remedies available under the MOU.

The MOU is hereby terminated immediately on July 8, 2022.

Sincerely,

GrayRobinson, P.A.

Heather M. Ramos

HR/jg

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

#47705129 v1





Siverson Law Firm PLLC

Civil, Family Law & Appellate Cases

1150 E. Plant St. Ste. E
Winter Garden, FL 34787

121 S. Orange Ave. Ste. 150
Orlando, FL 32801

Office 407/210-6547
office@siversonlaw.com

Reply to: Winter Garden

July 12, 2022

VIA EMAIL ONLY
Heather.Ramos@gray-robinson.com

Heather M. Ramos, Esq.
Gray Robinson
201 E. Pine St. Suite 1400
Orlando, FL 32801

RE: Grievance on Termination of The Bee2Bee Network Apprenticeship
and CareerSource Central Florida

Dear Ms. Ramos:

Our office represents The Bee2Bee Network, Inc. and I am in receipt of your letter dated July 8, 2022 wherein the March 9, 2022 Memorandum of Understanding (“MOU”) between our clients was unilaterally terminated by CareerSource Central Florida. Pursuant to the terms of said MOU, please accept this letter as a notice of grievance to the CareerSource Central Florida Consortium of Elected Officials.

The benefit of a prompt reply will be appreciated.

Sincerely,
Scott E. Siverson

cc: Y. Clarke





Siverson Law Firm PLLC

Civil, Family Law & Appellate Cases

1150 E. Plant St. Ste. E
Winter Garden, FL 34787

121 S. Orange Ave. Ste. 150
Orlando, FL 32801

Office 407/210-6547
office@siversonlaw.com

Reply to: Winter Garden

November 29, 2022

VIA EMAIL ONLY

Heather.Ramos@gray-robinson.com

Heather M. Ramos, Esq.
GrayRobinson, P.A.
301 East Pine Street, Suite 1400
Orlando, Florida 32801

RE: Bee2Bee Network, Inc.

Dear Ms. Ramos:

Our client informs me that Monica Linares from Career Source Central Florida is calling students/apprentices enrolled with Bee2Bee Network inquiring with them as to their employment status, the rate of pay and satisfaction with their instruction. I remind you that Career Source Central Florida terminated its relationship with Bee2Bee Network last May, prompting a grievance hearing which is scheduled for December 15, 2022.

Deliberate interference is the only description that can be used to describe this behavior, and it will be presented to the Consortium. In the interim, please inform the principals of Career Source Central Florida that such interference must immediately cease to avoid judicial recourse.

Sincerely,
Scott E. Siverson

cc: Y. Clarke



Meeting Details

Meeting Agenda

Welcome

Board Recognition

Roll Call

Public Comment

Consortium
Consent Agenda

Consortium
Discussion / Action
Items

President's Report

Adjournment of
Consortium

Spotlight Story

Board Consent
Agenda

Information/
Discussion/
Action Items

Insight

Other Business

Adjournment of
Board

PRESIDENT'S REPORT



CareerSource Central Florida Score Card



DELIVER TALENT SOLUTIONS TO IGNITE POTENTIAL

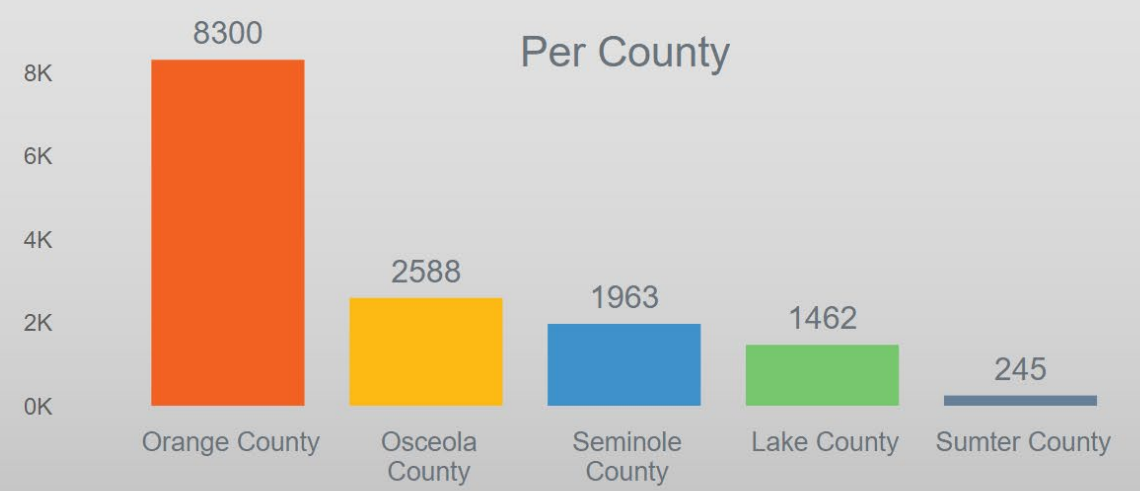
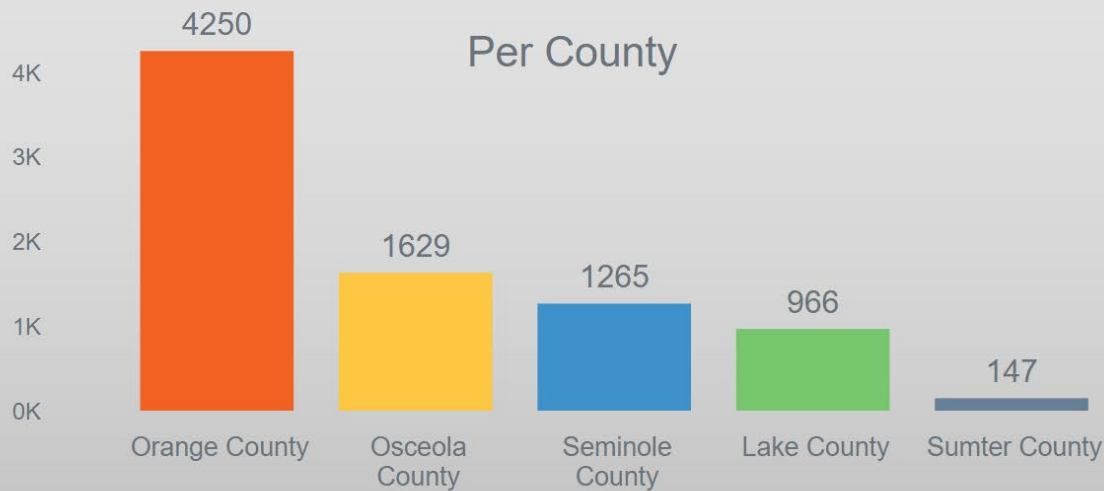
Career Seeker Leads

PY 22-23

PY 21-22

8665

15404



Date Range: 7/1/2022 - 9/30/2022 (As of This PY)

Data Source: Employ Florida SQL Server, OSST SQL Server

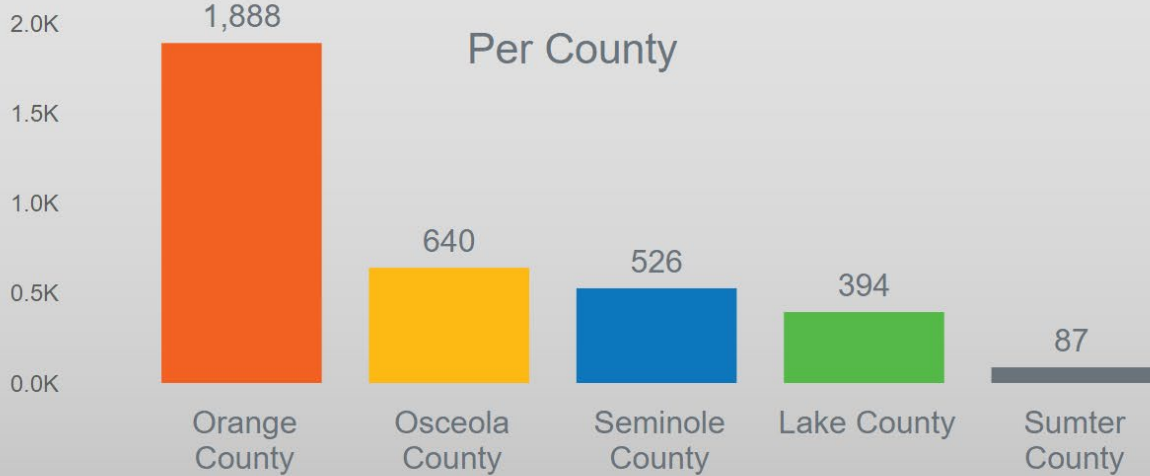
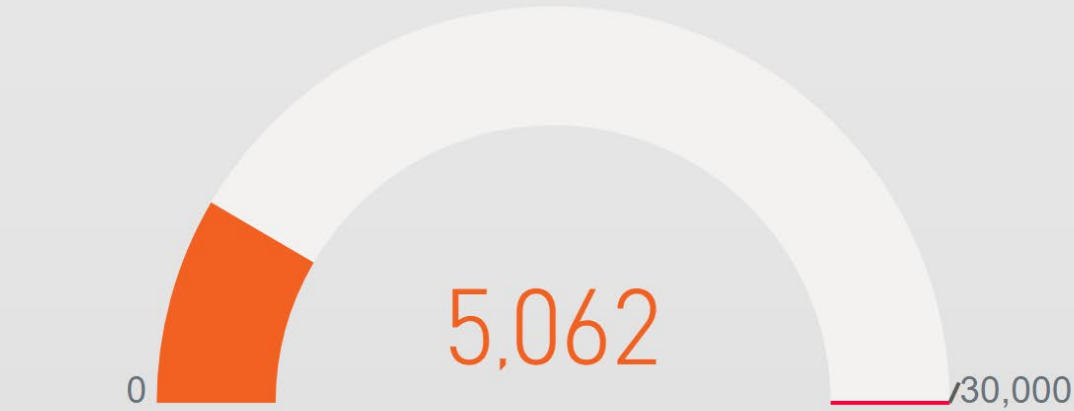


DELIVER TALENT SOLUTIONS TO IGNITE POTENTIAL

Individuals Engaged with Staff in Career Services

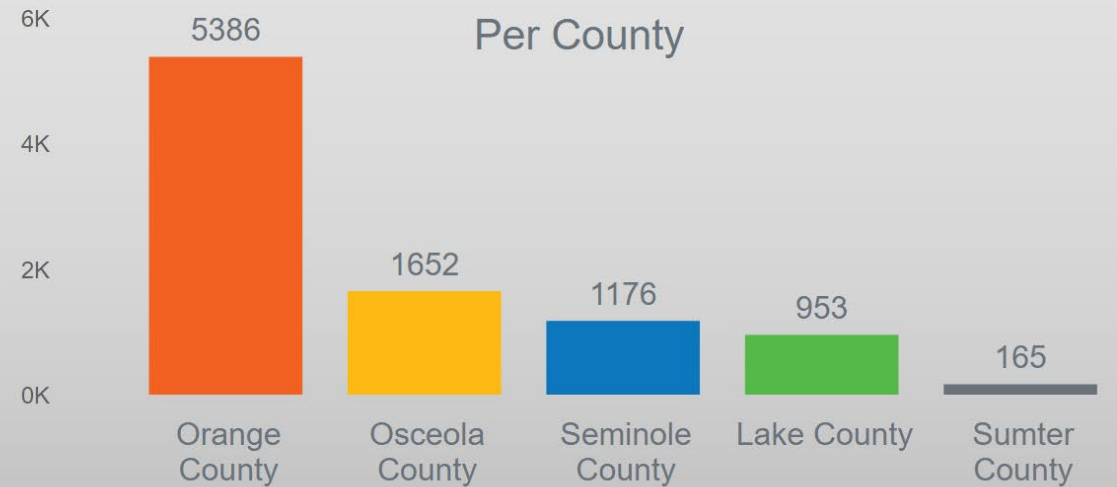
PY 21-22

5,062



PY 20-21

9666



Date Range: 7/1/2022 - 9/30/2022 (As of This PY)

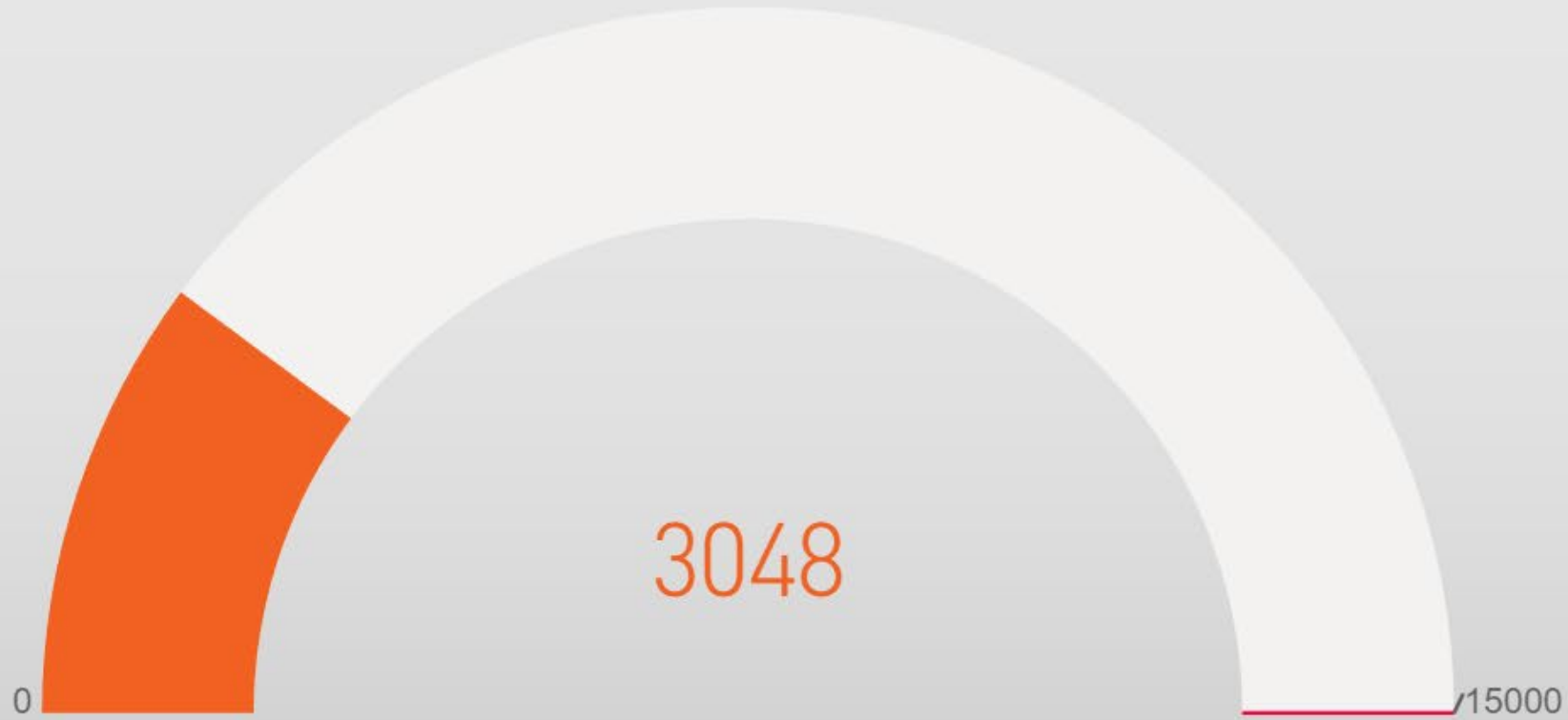
Data Source: Employ Florida SQL Server, OSST SQL Server



DELIVER TALENT SOLUTIONS TO IGNITE POTENTIAL

Individuals Provided Career Planning Services

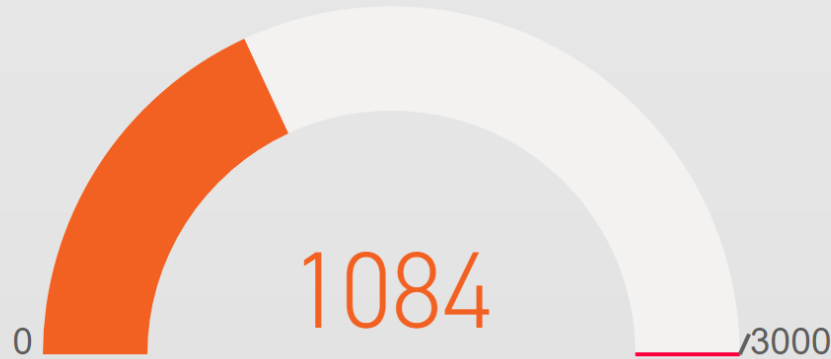
PY 22-23



DELIVER TALENT SOLUTIONS TO IGNITE POTENTIAL

Career Seekers Receiving
CSCF Supported Training

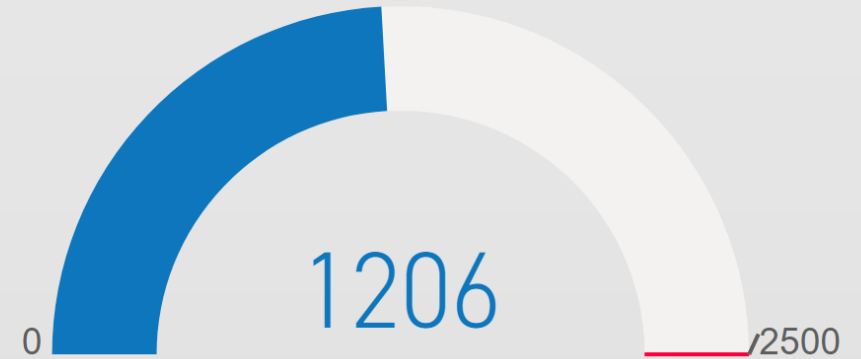
PY 22-23



Top 10 Training Careers

Training Program	Industry	Total	Percent
Heavy and Tractor-Trailer Truck Drivers	Trade & Logistics	163	26.63%
Medical Assistants	Healthcare	77	12.58%
Heating, Air Conditioning, and Refrigeration Mechanics and Installers	Construction & Utilities	72	11.76%
Emergency Medical Technicians	Healthcare	70	11.44%
Electricians	Construction & Utilities	57	9.31%
Licensed Practical and Licensed Vocational Nurses	Healthcare	53	8.66%
Medical Records Specialists	Healthcare	52	8.50%
Dental Assistants	Healthcare	36	5.88%
Welders, Cutters, Solderers, and Brazers	Manufacturing	22	3.59%
Operating Engineers and Other Construction Equipment Operators	Construction & Utilities	11	1.80%

PY 21-22

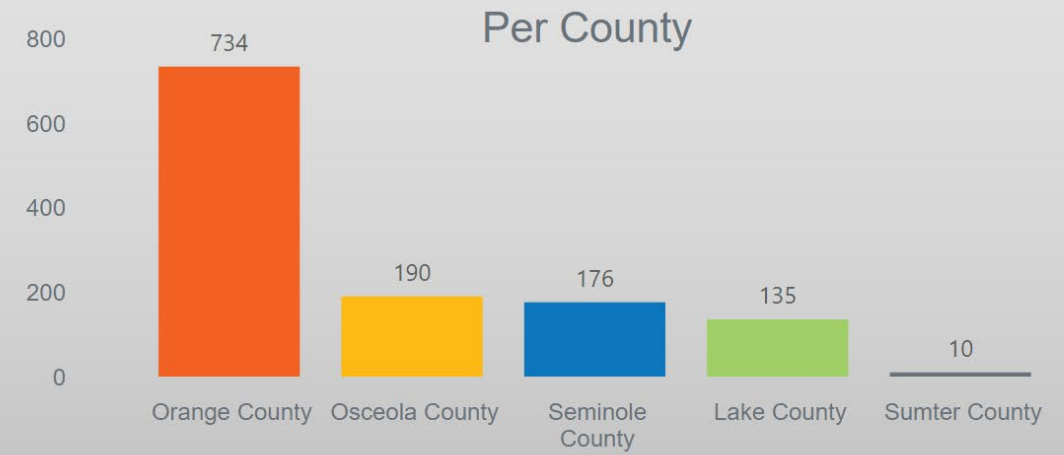
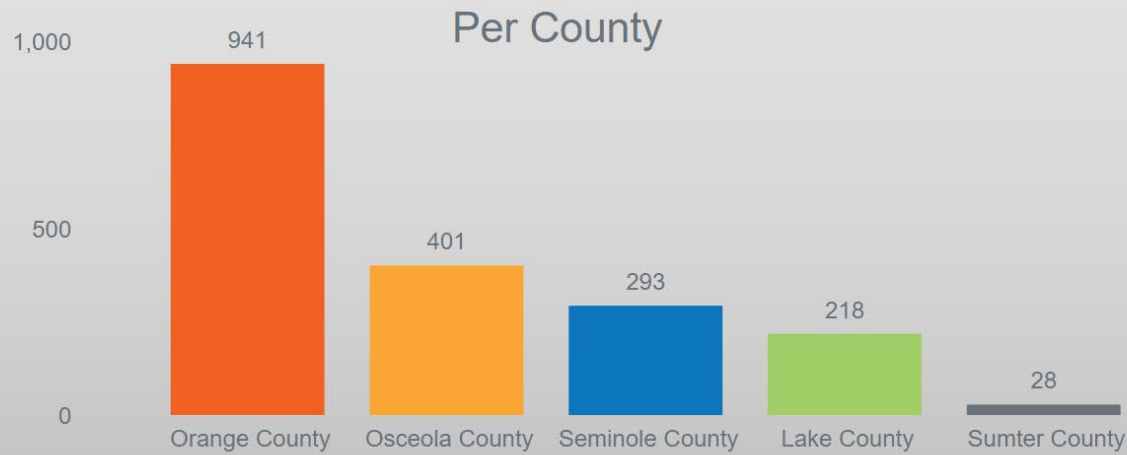
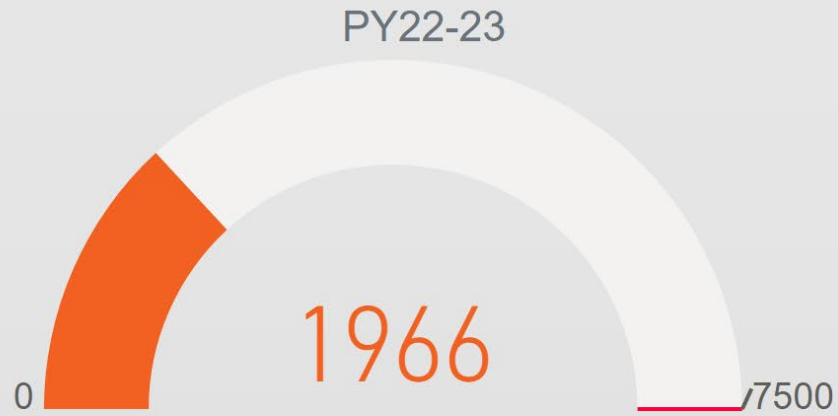


Top 10 Training Careers

Training Program	Industry	Total	Percent
Heavy and Tractor-Trailer Truck Drivers	Trade & Logistics	129	17.84%
Emergency Medical Technicians	Healthcare	121	16.74%
Heating, Air Conditioning, and Refrigeration Mechanics and Installers	Construction & Utilities	110	15.21%
Medical Assistants	Healthcare	81	11.20%
Electricians	Construction & Utilities	67	9.27%
Licensed Practical and Licensed Vocational Nurses	Healthcare	65	8.99%
Medical Records Specialists	Healthcare	50	6.92%
Office and Administrative Support Workers, All Other	Other	40	5.53%
Dental Assistants	Healthcare	36	4.98%
Bookkeeping, Accounting, and Auditing Clerks	IT & Finance	24	3.32%

DELIVER TALENT SOLUTIONS TO IGNITE POTENTIAL

Individuals Employed

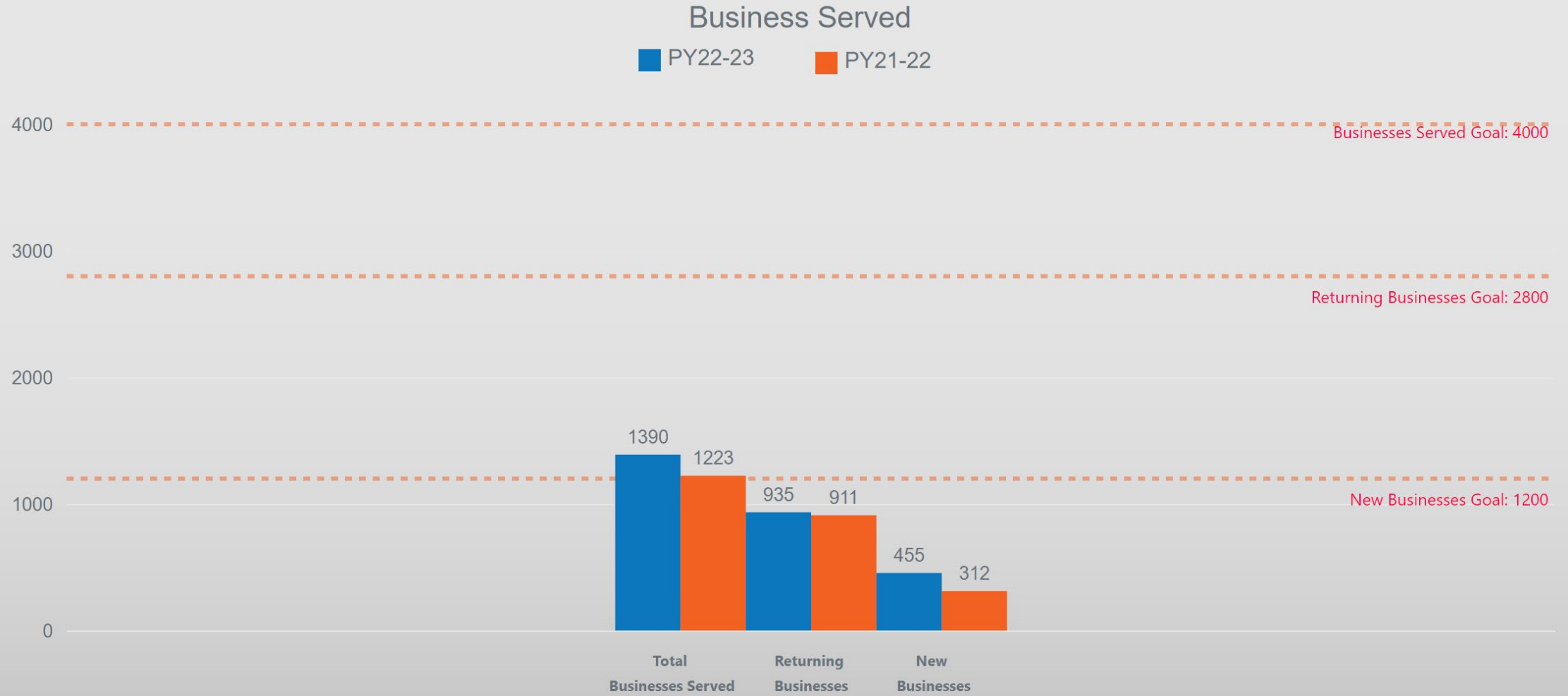


Date Range: 7/1/2022 - 9/30/2022 (As of This PY)

Data Source: Employ Florida SQL Server, OSST SQL Server



DELIVER TALENT RECRUITMENT & RETENTION INITIATIVES FOR BUSINESSES IN RECOVERING & EMERGING INDUSTRIES



DELIVER TALENT RECRUITMENT & RETENTION INITIATIVES FOR BUSINESS IN RECOVERING & EMERGING INDUSTRIES

PY22-23 CSCF Performance Report: Business Engagement

PY22-23 - Total Business Leads

4,680

Percent of 15,000 Target Goal

31.2%

PY22-23 -Businesses Engaged

1365

Percent of 4,000 Target Goal

34.1%

PY22-23 -Total Qualified CSCF Candidates

686

Percent of 5,000 Target Goal

13.7%

Interviewed or Hired

Job Order Outcomes-Non-Cumulative Count

● Hired ● Interviewed



President & CEO Highlights



CSCF Executive Retreat

The CSCF executive team would like to thank Jody Wood for her hospitality and unwavering support. This month, Jody hosted the executive team at The Attic at the beautiful BoardWalk Hotel here at Disney.

The day was filled with collaboration, strategic vision, and team building. We were honored to have Daniel Entwistle with Curium attend our retreat, as well as, Roy Reid who provided deep dialogue around The Trust Transformation.

Thank you Jody and all who made the day so impactful.



Curium & CSCF Future

We are excited to be working alongside Curium, a company who helps organizations discover their potential by implementing opportunities that change them for the better.

As we look to the future and build our strategic plan, we are focused on driving strategic initiatives that lead to positive change, culture and engagement.

Through this partnership, Curium is working with our teams and have conducted a company healthcheck and will be providing recommendations on areas we can add value and grow in.

Recommendation Highlights:

- Being brilliant at the basics
- Being focused on customer service and innovation
- Being resilient for future change
- Meet our revenue diversity objective
- Launching our new organizational structure



REACH Act Update

Recap: CareerSource Florida is exploring ways to aligning Florida's 24 local workforce development boards and reduce the number of local boards under the Reimagining Education and Career Help (REACH) Act and in collaboration with the Governor's REACH Office.

Update: EY is working with CareerSource Florida on Phase Two of the Alignment Evaluation currently. To date, more than 650 leaders and stakeholders have participated in engagement sessions with EY. CSCF hosted some of these key focus groups to ensure valuable insights and data were shared and brought to the table.



CSCF's FORTE Initiative Reaches A Pinnacle

We are committed to being part of the solution and playing a vital role in our community

Last month, the FORTE program was recognized for two top HR awards:

- HR FL State Council for the Chapter of Excellence Award for Exemplary Achievement
- The Pinnacle Award – SHRM's Top Award

Our efforts included:

- Developed educational tools and trainings for HR professionals and businesses
- Collaboration between community partners to create a workplace plan around prevention, awareness, and education

CONGRATULATIONS!



Level Up Orlando Gets A Boost

Level Up Orange (ARPA grant) is continuing to help individuals “level up” in neighborhoods with high barriers to employment and residents disproportionately affected by COVID-19.

In the first six months, LUO has:

- Reached 17,199 career-seekers (221% of our contracted goal)
- Served 2,294 customers
- Engaged 1,149 in the program through our Coaches, Neighborhood Navigators and outreach
- Enrolled 425 residents in training and internship programs investing more than \$1.8 million in their education
- Placed 186 residents in careers paying an average \$17.54

Bonus Boost

In October, we were awarded another \$5 million to continue our work in Orange County.

Let's take a look at our impact...





Video to be played during presentation



National Emergency Grant Hurricane Ian & COVID-19 Response

When Hurricane Ian devastated communities in our regions and across Florida, CSCF was able to immediately respond with initiatives and support for those impacted. CSCF was also able to continue supporting those who continue to face challenges from COVID-19. Highlights include:

National Emergency Grant – Hurricane Ian:

- Launched in four counties
- \$1.75 million grant
- Since launching more than 240 individuals have expressed interest in program (120 engaged goal)
 - 113 currently eligible
 - 90 currently enrolled
- 25 potential worksite opportunities
 - 10 finalized
 - 4 pending
 - 10 potential sites
- Launched a new landing page in Spanish and English to support both NEG Ian and NEG COVID-19

National Emergency Grant – COVID-19

- To date, we have served 1,636 individuals (2,000 goal)
- Placed 833 individuals



Osceola is Growing The New Faces of Workforce

Osceola County is quickly becoming an epicenter for high-growth jobs in emerging regional industries. These career paths are giving individuals hope and new and innovative career opportunities like never before.

At the end of our meeting, you'll be the first to see CSCF's all-new video, highlighting the region and all it has to offer individuals in our community.



CareerSource Central Florida Budget vs. Actual Report (Summary) As of 09/30/22

CSCF Budget FY 2022 - 2023			
Funding Sources	Total Revenue		
Carry In Funds From FY 21 - 22	27,390,961		
FY 22 - 23 Award	29,880,026		
Award Total - Available Funds	57,270,987		
LESS planned Carryover For FY 23 - 24	(13,270,987)		
Total Available Funds Budgeted	44,000,000	Actual	% of
		Expenditures	Expenditures
PROGRAM	Authorized Budget		
Salaries/Benefits	19,543,000	4,142,428	21.2%
Training Investment	18,085,000	5,676,414	31.4%
Professional Services	950,000	436,971	46.0%
Outreach	800,000	96,530	12.1%
Infrastructure/Maintenance & Related Cost	2,725,000	655,232	24.0%
IT Cost/Network Expenses	1,452,000	320,440	22.1%
Staff Development & Capacity Building	445,000	83,306	18.7%
<hr/>			
EXPENDITURES	44,000,000	11,411,322	25.9%



CareerSource Florida
Budget Versus Actual Report
 As of 09/30/22

CSCF Budget FY 2022 - 2023		INDIRECT COST	RESEA	WIOA Adult	Youth	WIOA DW	WT	TAA	SNAP	WP	DVOP	LVER	NEG COVID	Project Opioid	At Risk	RAPID	Re-Entry	Level Up Orange	Osceola	YOUTHBUILD	UNRESTRICTED	Actual Expenditures	% of Expenditures
Funding Sources	Total Revenue		119	20	22	30	60	61	85	90	94	98	49	30ARF	Floridians	30RR	Navigator	51	CARES	145			
Carry In Funds From FY 21 - 22	27,390,961		233,357	3,000,000	-	1,572,821	2,904,887	45,178	-	644,199	21,579	24,783	4,026,398	1,887,248	2,474,232	155,528	280,668	9,300,000	700,000	120,083	3,500,000		
FY 22 - 23 Award	29,880,026		741,973	4,957,397	5,101,343	5,177,412	7,263,315	98,958	610,000	2,223,675	87,121	118,832	-	-	-	-	-	-	-	-	-	3,500,000	
Award Total - Available Funds	57,270,987		975,330	7,957,397	5,101,343	6,750,233	10,168,202	144,136	610,000	2,867,874	108,700	143,615	4,026,398	1,887,248	2,474,232	155,528	280,668	9,300,000	700,000	120,083	3,500,000		
LESS planned Carryover For FY 23 - 24	(13,270,987)		(200,000)	(2,000,000)	(200,000)	(2,000,000)	(2,500,000)	-	-	(120,987)	-	-	-	(900,000)	(500,000)	-	-	(1,650,000)	-	-	-	(3,200,000)	
Total Available Funds Budgeted	44,000,000		775,330	5,957,397	4,901,343	4,750,233	7,668,202	144,136	610,000	2,746,887	108,700	143,615	4,026,398	987,248	1,974,232	155,528	280,668	7,650,000	700,000	120,083	300,000		
PROGRAM	Authorized Budget																						
Salaries/Benefits	19,543,000	661,633	83,283	1,018,867	512,790	89,181	585,299	1,481	170,629	121,252	23,537	21,551	187,061	64,279	9,922	55,760	19,041	441,978	44,687	26,513	3,686	4,142,428	21.2%
Training Investment	18,085,000	-	182	965,858	463,593	76,849	2,232,860	1,103	362	1,081	209	192	694,832	56,599	32,300	109	42	1,007,501	106,644	36,089	9	5,676,414	A 31.4%
Professional Services	950,000	83,052	2,399	31,793	15,709	2,775	234,655	206	5,337	17,103	3,431	3,019	6,359	1,674	337	1,589	689	13,038	1,503	819	11,486	436,971	46.0%
Outreach	800,000	(870)	1,067	14,986	6,129	1,018	22,688	75	2,096	5,984	1,322	1,276	2,314	660	91	621	241	28,806	527	312	7,188	96,530	12.1%
Infrastructure/Maintenance & Related Cost	2,725,000	49,899	3,663	57,439	22,415	3,730	28,739	246	7,148	429,200	4,669	4,696	8,653	2,231	435	2,189	843	18,644	1,958	1,109	7,326	655,232	24.0%
IT Cost/Network Expenses	1,452,000	39,602	5,182	69,139	33,724	5,880	37,356	380	10,815	54,549	5,570	5,092	12,648	3,847	585	5,257	1,316	24,934	2,759	1,634	171	320,440	22.1%
Staff Development & Capacity Building	445,000	12,280	1,501	18,213	9,203	790	12,864	93	3,242	6,079	1,814	2,196	3,035	1,287	148	802	323	7,911	1,060	404	60	83,306	18.7%
Indirect Cost (10%)		(1,046,231)	9,722	228,241	112,343	18,231	316,618	357	19,952	27,901	4,043	3,793	92,327	17,823	3,656	6,628	2,250	156,540	15,927	6,686	3,194	0	
EXPENDITURES	44,000,000	(200,636)	106,998	2,404,536	1,175,907	198,453	3,471,079	3,940	219,580	663,149	44,594	41,815	1,007,230	148,400	47,473	72,954	24,746	1,699,353	175,065	73,566	33,119	11,411,322	25.9%
FUNDING DECISIONS	-	-	-	(2,399,260)	59,490	2,399,260	-	-	-	-	-	-	-	-	-	-	-	-	-	(59,490)	-	0	
TOTAL BUDGET/EXPENDITURES	11,411,322	(200,636)	106,998	5,277	1,235,396	2,597,713	3,471,079	3,940	219,580	663,149	44,594	41,815	1,007,230	148,400	47,473	72,954	24,746	1,699,353	175,065	14,076	33,119	11,411,322	25.9%
TOTAL AVAILABLE FUNDS	32,588,678	200,636	668,332	5,952,120	3,665,947	2,152,520	4,197,123	140,196	390,420	2,083,738	64,106	101,800	3,019,168	838,848	1,926,759	82,574	255,922	5,950,647	524,935	106,007	266,881		
% OF FUNDS EXPENDED BY GRANT	25.9%		13.8%	0.1%	25.2%	54.7%	45.3%	2.7%	36.0%	24.1%	41.0%	29.1%	25.0%	15.0%	2.4%	46.9%	8.8%	22.2%	25.0%	11.7%	11.0%		
% OF FUNDS EXPENDED (INCLUDING OBLIGATIONS)	31.5%																						
TRAINING OBLIGATIONS	\$	% of Budget																					
Training Investment as of 09/30/22	5,676,414	A	31.4%	A - The state 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)	2,439,599		13.4%																				
Total Training & Expenditures	8,116,013		44.6%	B - The state mandates that total administrative cost are not to exceed 10% of total cost.																			
	ACTUAL	TARGET																					
ITA % (Adult DW)	49.0%	30.0%																					
ITA% (Youth)	21.5%	20.0%																					
ADMINISTRATIVE COST %	9.0%	10.0%																					

**CareerSource Central Florida
Current Year Budget and 2 yr Expenditure Comparison
As of 09/30/22**

Funding Sources	CY	PY	\$	%
	Revenue	Revenue	Difference	Difference
Carry In Funds From FY 21 - 22	27,390,961	10,857,752	16,533,209	
FY 22 - 23 Award	29,880,026	39,542,248	(9,662,222)	
Award Total - Available Funds	57,270,987	50,400,000	6,870,987	
LESS planned Carryover For FY 23 - 24	(13,270,987)	(8,400,000)	(4,870,987)	
Total Available Funds Budgeted	44,000,000	42,000,000	2,000,000	4.8%

	Budget	CY Expenditures	PY Expenditures	\$ Difference	% Difference
Salaries/Benefits	16,715,273	4,142,428	3,621,767	520,662	14.4%
Training Investment	18,200,000	5,676,414	5,157,660	518,754	10.1%
Professional Fees	1,315,000	436,971	112,173	324,798	289.6%
Outreach	500,000	96,530	39,141	57,389	146.6%
Infrastructure/Maintenance & Related Cost	3,277,727	655,232	491,678	163,555	33.3%
IT Cost/Network Expenses	1,587,000	320,440	231,057	89,383	38.7%
Staff Development & Capacity Building	405,000	83,306	48,786	34,520	70.8%
TOTAL EXPENDITURES	42,000,000	11,411,321	9,702,261	1,709,060	17.6%

	BUDGET	CY ACTUAL	PY ACTUAL
ITA %	30.0%	49.0%	47.8%
ADMINISTRATIVE COST %	10.0%	9.0%	9.2%



- Meeting Details
- Meeting Agenda
- Welcome
- Board Recognition
- Roll Call
- Public Comment
- Consortium
Consent Agenda
- Consortium
Discussion / Action
Items
- President's Report
- Adjournment of
Consortium**
- Spotlight Story
- Board Consent
Agenda
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Action Items
- Insight
- Other Business
- Adjournment of
Board

ADJOURNMENT OF CONSORTIUM



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SPOTLIGHT STORY





Video to be played during presentation



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BOARD CONSENT AGENDA

- A. Approval of Minutes – 10/6/22 Board Meeting**
- B. FY 2022-2023 Budget Adjustments (*Finance*)**
- C. CSCF New Training Providers (*Career Svcs*)**
- D. Amendment to Accounting Policy –
Check Signature Authority (*Finance*)**



DRAFT
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 Anjes, 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 Dziorney-Lukash, Wendy Ford, John Gill, Eric Jackson, Gaby Ortigoni, Manuel Rascon, Stella Siracuzza 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>



8

Information / DiscussionChair's Report:

Ms. Wood relayed the following highlights:

- CareerSource Florida's System Realignment REACH update:
 - 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.

President's Report

Ms. Nabors, President/CEO, provided highlights from the President's Report (attachment).

- National Emergency Grant (NEG) – reviewing needs resulting from Hurricane Ian.
- Reviewed scorecard and key highlights from FY 2021-2022.
- Finance Report
 - Mr. Alvarez, CFO, reviewed final FY 2021-2022 financials (attachment).

Committee ReportsExecutive:

Ms Wood, Executive Committee Chair, reported on the following:

- Met on 7/21/22 and 9/21/22:



- 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 CareerSource Florida System Realignment / REACH Updates 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



FISCAL YEAR 2022/23 BUDGET ADJUSTMENT – 1ST QUARTER

	<u>Current</u>	<u>Revised</u>	<u>DIFFERENCE</u>	<u>%</u>
Reserves from Prior Year	\$28,362,798	\$27,390,961	(\$971,837)	
Current Year Funding Allocation	\$26,409,937	\$26,380,026	(\$29,911)	
Current Year Funding Non-DEO	\$3,500,000	\$---	(\$3,500,000)	
Orange County – ARPA	\$ ---	\$5,000,000	\$5,000,000	
NEG – Hurricane Ian	\$ ---	\$1,750,000	\$1,750,000	
CSF – Single Mothers Initiative	\$ ---	\$500,000	\$500,000	
<hr/>				
Available Revenue	\$58,272,735	\$61,020,987	\$2,748,252	
Planned Reserves For FY 22 - 23	(\$14,272,735)	(\$16,020,987)	(\$1,748,252)	
<hr/>				
Total Budget	\$44,000,000	\$45,000,000	\$1,000,000	2.3%

Additional Funding In Process:

Amount

Orange County CCC - Youth Initiatives: (12/2022 to 12/2023) \$1,200,000



FISCAL YEAR 2022/23 BUDGET ADJUSTMENT – 1ST QUARTER

	Original Revenue	Adjusted Revenue		
Reserves From Prior Year	27,390,961	27,390,961		
Current Year Funding Allocation	29,880,026	33,630,026		
Award Total - Available Funds	57,270,987	61,020,987		
LESS planned Carryover For FY 22 - 23	(13,270,987)	(16,020,987)		
Total Available Funds Budgeted	44,000,000	45,000,000	\$ 1,000,000	2.3%
	Original Budget	Proposed Revised Budget		
Expenditure Category				
Salaries/Benefits	19,543,000	19,793,000	250,000	
Training Investment	18,085,000	18,835,000	750,000	
Professional Services	950,000	950,000	-	
Outreach	800,000	800,000	-	
Infrastructure/Maintenance & Related Cost	2,725,000	2,725,000	-	
IT Cost/Network Expenses	1,452,000	1,452,000	-	
Staff Development & Capacity Building	445,000	445,000	-	
EXPENDITURES	44,000,000	45,000,000	1,000,000	2.3%

New Training Provider Recommendations



STATE REQUIREMENTS

DEO Administrative Policy 90 sets the requirements for eligible training providers. Interested providers must meet:

<i>Required licensure</i>	Commission for Independent Education (CIE) – Private/Public Training providers must be licensed by the CIE. Community Based Organizations (CBO's) must provide occupational license as well as past performance of programs.
<i>Location</i>	Require a physical location inside the 5-county service area of CSCF
<i>Accessibility</i>	Located near public transportation
<i>Length</i>	Short-term training - All programs can be completed within a year
<i>All programs must lead to job titles listed on the RDOL</i>	Regional Demand Occupations List (RDOL) - Training programs must lead to jobs that are growing. The RDOL is an annual list that the state issues for job titles that meet this requirement both at the state and regional levels.
<i>Credentials</i>	All programs must lead to a credential as defined by WIOA
<i>Wages</i>	Training programs provide an opportunity for individuals to enter careers with wages beginning at a minimum of \$12.00 per hour, with opportunity for career and wage advancement

STATE REQUIREMENTS

- Currently local workforce boards manage the process of adding and removing providers
- DEO and CareerSource Florida are currently drafting policies to meet federal requirements
- Providers will need to apply via a new state process in the future
- Application will be submitted to the state with the local workforce board recommendation
- Approved state providers will have 1 year of initial eligibility; recertify every 2 years to remain on the list

NEW TRAINING PROVIDERS

CSCF received applications from 7 providers:

- 160 Driving Academy
- Aviation Institute of Maintenance
- Digital Animation & Visual Effects
- Herzing University
- Orlando Medical Institute
- Sunlight Healthcare Academy
- TI Institute



ACTION: APPROVAL OF NEW PROVIDERS

Motion:

Based on eligibility requirements and local demand, the following providers are approved to provide new programming:

Aviation Institute of Maintenance – HVAC EPA

Digital Animation & Visual Effects – Visual Effects

Herzing University – Sterile Processing

Sunlight Academy – Practical Nursing



ACTION ITEM

To: CareerSource Central Florida Board of Directors
From: Finance Committee
Re: Amendment to Accounting Policy – Check Signature Authority
Date: December 15, 2022

Purpose:

To recommend for CareerSource Central Florida’s (CSCF) Board of Directors to approve a change in CSCF’s Accounting Policy to allow for checks to have a single signature rather than a dual signature for checks between \$10,000 and under \$100,000. Instead, the policy would require two signatures on all check registers, which includes all checks and ACH (Direct Deposit) payments made.

Background:

In response to creating greater flexibility and ability to operate in a hybrid environment, CareerSource Central Florida reached out to all active vendors to change the payment methodology from check to ACH. Currently about 90% of all payments made to vendors are made through the ACH process. Staff is recommending changing the process that requires two signatures for checks of \$10,000 and above and allowing for one signature for all checks under \$100,000. All checks of \$100,000 or more will still require two signatures, one of which must be from the Board Chair. Additionally, all check registers will require two original signatures. The check registers include all checks and ACH’s being processed.

TABLE OF AUTHORITIES (CURRENT)

The Board reviews, approves, and establishes the authority levels for property, procurement processes and procedures. The authority levels are as follows:

Position	Check Signers*	Purchase Req. Order	Issue RFP/RFQ	Approve Selection of Contractor	Sign Contract & Amendment
President/CEO	Authorized	\$150,000	\$150,000	\$150,000	Authorized
COO**	Authorized	\$150,000	\$150,000	\$150,000	Authorized
CFO	None	\$10,000	None	None	None
Department VP’s	Authorized	\$10,000	None	None	None
Board Chair	Authorized	N/A	N/A	N/A	Inform
Board Members	None	N/A	N/A	Over \$150,000	Inform

* Checks of \$10,000 or more require two original signatures. For checks of \$100,000 or more, excluding recurring monthly employee benefits disbursements, and participant training cost (ITA’s, work experience) one of the original signatures must be by the Board Chair.

Action Item:

The Finance Committee recommends that the CSCF Board approve a change to CSCF’s Accounting Policy to allow for checks to have a single signature under \$100,000 and requiring all check registers to have two original signatures from authorized check signers as identified on the chart above.

Approval:
 Finance Committee – 10/19/22



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INFORMATION/ DISCUSSION ITEMS



Chair's Report

Jody Wood



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



To: CareerSource Central Florida Board of Directors
From: Executive Committee
Subject: RFP for Management Consultant to lead Level Up Orange Education and Training Tools Initiative
Date: December 15, 2022

PURPOSE

Select a management consultant to support a learning sciences initiative as part of CSCF's \$15.3 million Level Up Orange (LUO) grant. The consultant will work with CSCF over the next 24 months to develop and oversee a number of pilot projects that leverage best-in-class learning sciences to increase trainee engagement, motivation and skills acquisition.

BACKGROUND

A request for proposal (RFP) was issued on November 4, 2022, seeking proposals to identify an expert partner to co-develop a number of pilot projects in state-of-the-art education and training tools that supplement curriculum and skill acquisition across a number of local career clusters.

This partner is sought for their subject-matter expertise in educational technologies/learning sciences to help employers better assess new hires; improve entry-level skill acquisition; upskill existing employees most efficiently; and/or showcase their careers to youth in the most engaging manner.

An initial list of pilot projects includes:

1. A report on current state-of-the-art tools that assess aptitude, career preferences and transferable skills for both youth and transitioning adult career-seekers
2. Development of a virtual cybersecurity training range with real-world applicable exercises to most effectively train high school and post-secondary students in less than 12 months
3. Development of mixed reality and/or other state-of-the-art technological mobile and/or web-based applications for upskilling existing workers within 90 days
4. Development of a mobile application with cloud-based storage in which a student/trainee can capture and chronicle the application of new skills via photos, video and document hosting
5. Development of a mobile and/or web-based application to support "power skills" training via avatar, real-time biofeedback capture, or other enabling technologies to accelerate practice/learning in skill areas
6. A comprehensive report detailing best-in-class job simulators to encourage young people to learn about field jobs/careers that are difficult to visit and interact with in real life, e.g. emergency healthcare, semiconductor/cleanroom manufacturing, etc.

Staff set a budget of \$300,000 for a management consultant only; pilot projects will be funded with additional LUO grant funding.



Advance notification of legal notice publication was provided to seventeen (17) organizations deemed capable of providing consulting services. Proposals were submitted by the following: (1) Global Business Solutions, LLC, (2) Quantum Improvements Consulting LLC, (3) Soar Technology, Inc., and (4) Pivot Business Consulting.

RECOMMENDATION

The Review Team reviewed submitted proposals, provided individual scores for each Proposer, then met to discuss. The submitted averaged scores representing the team's recommended scores and rankings are shown in the matrix below:

SUMMARY OF EVALUATED AVERAGE POINTS & RANK BY PROPOSER			
<i>Proposer Name</i>			
Quantum Improvements Consulting LLC	Soar Technology, Inc.	Global Business Solutions, LLC	Pivot Business Consulting
\$299,989.25	\$299,746.79	\$300,00.48	\$1,550,000.00
94.3	86.7	79.3	30.7

Ranking 1 2 3 4

ACTION

Based on the final averaged scores, the Executive Committee recommends the CSCF Board granted approval for CSCF staff to begin negotiations, not to exceed a budget of \$300,000, with the top proposer: Quantum Improvements Consulting LLC.

Approved:
Executive Committee - 12/8/22





To: CareerSource Central Florida Board of Directors
From: Career Services Committee
Subject: Summer Youth Employment – Engage PY 22-23
Date: December 15, 2022

PURPOSE:

To present and recommend Summer Youth Employment Program (SYEP) providers to support activities for youth to explore career opportunities in Science & Technology, Hospitality & Tourism, Healthcare, Advanced Manufacturing, Logistics, Business & Management, and Sustainability & Environmental Science.

BACKGROUND:

A request for proposal (RFP) was issued on October 3, 2022, seeking proposals to leverage partnerships within CareerSource Central Florida’s five-county local operating area (Lake, Orange, Osceola, Seminole, Sumter) and to provide youth 15-19 years of age opportunities to explore career opportunities in select industries. Staff has set a budget of \$700,000 to provide options through the SYEP Engage track.

Nine proposals were received from eight providers: Code Skool, Christ the King Episcopal Church, Collegiate Pathways Inc. – d/b/a Tech Sassy Girlz, Florida Prosperity Partnership, Home Builders Institute, School District of Osceola, Southern Technical College, and Valencia College. A review committee comprised of staff and Board reviewed and scored the proposals.

Note: Home Builders Institute’s proposal was deemed disqualified, as Construction was not listed as an Industry Field in the RFP.

RECOMMENDATION:

Based on the final averaged scores of the proposals, the review committee recommends staff be granted approval to negotiate with the six proposers that scored above 80 points: School District of Osceola (#1 & #2), Valencia College, Collegiate Pathways Inc. – d/b/a Tech Sassy Girlz, Florida Prosperity Partnership, Christ the King Episcopal Church, – up to the proposed budget of \$700,000.

SUMMARY OF EVALUATED AVERAGE POINTS & RANK BY PROPOSER							
Proposer Name							
Osceola School District #1	Valencia College	Tech Sassy Girlz	Osceola School District #2	Florida Prosperity Partnership	Church the King Episcopal Church	Code Skool	Southern Technical College
90.3	89.4	86.0	85.7	83.7	80.4	74.3	68.7

Ranking **1** **2** **3** **4** **5** **6** **7** **8**



ACTION

Career Services Committee recommends CSCF Board allow staff to negotiate with the top six providers listed above to offer Engage programming options not to exceed a budget of \$700K.

*Approved:
Career Services Committee: 11/17/22*



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To: CareerSource Central Florida Board of Directors
From: Career Services Committee
Subject: Summer Youth Employment – Explorer PY 22-23
Date: December 15, 2022

PURPOSE:

To present and recommend Summer Youth Employment Program (SYEP) providers to support activities for youth to explore post-secondary opportunities.

BACKGROUND:

A request for proposal (RFP) was issued on October 3, 2022 seeking proposals to leverage partnerships within CareerSource Central Florida’s five-county local operating area (Lake, Orange, Osceola, Seminole, Sumter) and provide youth 15-19 years of age opportunities to explore post-secondary opportunities while exploring future careers. Staff has set a budget of \$700,000 to provide options through the SYEP Explore track.

Proposals were received from six providers: Florida Math Institute-d/b/a STEM Academy, Lake Technical College, Orange County Public Schools, Seminole State College, The School District of Osceola, and Valencia College. A review committee comprised of staff and Board reviewed and scored the proposals.

RECOMMENDATION:

Based on the final averaged scores of the proposals, the review committee recommends staff be granted the approval to negotiate with all proposers - (1) Valencia College, (2) Lake Technical College, (3) Florida Math Institute-d/b/a STEM Academy, (4) Seminole State College, (5) Orange County Public Schools, and (6) The School District of Osceola – up to the proposed budget of \$700,000.

SUMMARY OF EVALUATED AVERAGE POINTS & RANK BY PROPOSER					
<i>Proposer Name</i>					
Lake Technical College	Osceola School District	Valencia College	Seminole State College	STEM Academy	Orange County Public Schools
92.0	90.3	89.3	84.3	81.7	76.7

Ranking **1** **2** **3** **4** **5** **6**



ACTION

Career Services Committee recommends CSCF Board allow staff to negotiate with the six providers listed above to offer Explore programming options not to exceed a budget of \$700K.

*Approved:
Career Services Committee: 11/17/22*



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DECEMBER 2022

2023 LEGISLATIVE SESSION PREVIEW



gray-robinson.com

TODAY'S PRESENTER



CHRIS CARMODY

SHAREHOLDER
ORLANDO/TALLAHASSEE
CHRIS.CARMODY@GRAY-ROBINSON.COM
407.244.5649

ELECTION RECAP

Governor and Cabinet



GOVERNOR
RON DESANTIS (R)

CHIEF FINANCIAL OFFICER
JIMMY PATRONIS (R)



ATTORNEY GENERAL
ASHLEY MOODY (R)



COMMISSIONER OF
AGRICULTURE
WILTON SIMPSON (R)

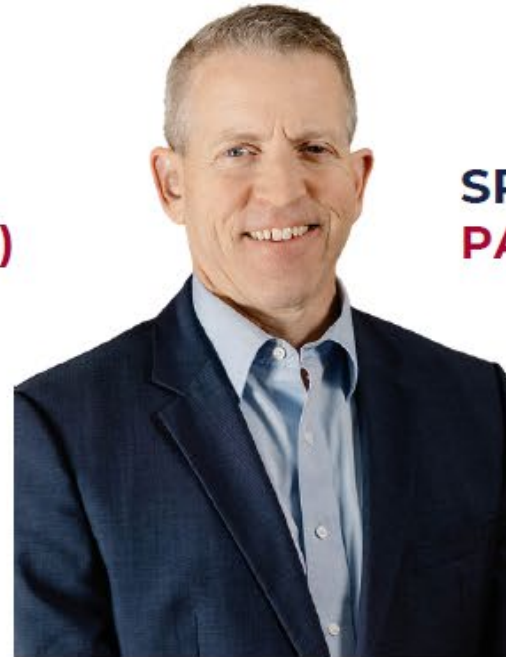


HOUSE AND SENATE

Super Majorities



SENATE PRESIDENT
KATHLEEN PASSIDOMO (R)



SPEAKER OF THE HOUSE
PAUL RENNER (R)

SCHEDULE OF MEETINGS

COMMITTEE MEETING WEEKS

December 2022 - Week of the 12th*
(Special Session for Property Insurance and Taxes)

January 2023 - Week of the 2nd
(Inauguration Week)

January 2023 - Week of the 16th

January 2023 - Week of the 23rd
(Special Session for NIL?)

February 2023 - Week of the 6th

February 2023 - Week of the 13th

February 2023 - Week of the 20th



REGULAR SESSION

March 7 - May 5, 2023

* special session



KEY ISSUES

- Budget - \$5.5 Billion Budget
- Affordable Housing
- Tort Reform
- Hurricane Relief
- Cybersecurity
- Education Choice and School Board Reform

A dark blue-tinted photograph of a park. In the foreground, there is a grassy area. In the middle ground, a calm pond is visible. In the background, a bridge spans across the pond, and there are some buildings and trees. The overall scene is somewhat dimly lit, suggesting an overcast day or dusk.

WILDCARD ISSUES

- Resign to Run Law
- Seminole Compact
- Disney/Reedy Creek
- Higher Ed Funding -
Preeminence

QUESTIONS?

CHRIS CARMODY

SHAREHOLDER
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CHRIS.CARMODY@GRAY-ROBINSON.COM
407.244.5649



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OTHER BUSINESS





OSCEOLA
COUNTY

Video to be played during presentation



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ADJOURNMENT OF BOARD



THANK YOU!



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