



Board of Directors Meeting

Thursday, February 23, 2023 9:00 a.m.

MINUTES

MEMBERS PRESENT: Jody Wood, Joe Battista, Wendy Brandon, Gui Cunha, Keira des Anges, Sean Donnelly, John Gyllin, Mark Havard, Jeff Hayward, Shawn Hindle, Sheri Olson, Renee Quintanilla, Charles Scherer, Michelle Sperzel, David Sprinkle, DeAnna Thomas, Eric Ushkowitz, Gaby Ortigoni, John Gill, Maria Vazquez, Stella Siracuza, Phillip Laws and Matt Walton

MEMBERS ABSENT: Andrew Albu, Bryan Orr, Eric Jackson, Glen Casel, Kari Conley, Manuel Rascon, Richard Sweat, Wendy Brandon and Tanisha Gary

STAFF PRESENT: Pam Nabors, Leo Alvarez, Lorri Shaban, Dyana Burke, Steven Nguyen, Emily Kruszewski, Gina Ronokarijo, Gustavo Henriquez, Andrea Wesser-Brawner, James Bloodworth, Sean Masherella, Sheril Capleton, and Vanessa Nogueira.

GUESTS PRESENT: Kelly Neirsted/Orlando Health; Deputy Chief Erich Thiemann, Chief Josh Walsh, Firefighter Davis/Lake County Fire Rescue; Josh Wright, Dustin Lester and Collin Perciballi/Lightcast; Veronica Buckwalter/JFF; Heather Ramos / 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 9:01 am and welcomed attendees. Introduced Ms. Neirsted from Orlando Health. 	
2	<p>CSCF Spotlight Story</p> <ul style="list-style-type: none"> Ms. Shaban recognized Deputy Chief Erich Thiemann and Chief Josh Walsh, who successfully completed EMT Training at Lake County Fire Department. 	
3	<p>Roll Call / Establishment of Quorum</p> <ul style="list-style-type: none"> Ms. Nogueira, Executive Assistant, reported a quorum present. 	
4	<p>Public Comment</p> <ul style="list-style-type: none"> None offered. 	
5	<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: <ol style="list-style-type: none"> Draft Minutes of 12/15/22 Board Meeting Acceptance of 2CFR 200 Audit Report (Audit) Budget Adjustment (Finance) 	<p>Mr. Hayward made a motion to approve all items on the consent agenda. Dr. Gyllin seconded; motion passed unanimously.</p>

6	<p>Information / Discussion</p> <p><u>Chair's Report:</u> Ms. Wood relayed the following highlights:</p> <ul style="list-style-type: none"> • Reminder to Board to complete Board Orientation Video for those who have not. • 3rd Quarter Survey on Board Engagement Activities will be emailed out toward end of March. <p><u>President's Report</u> Ms. Nabors, President/CEO, provided highlights from the President's Report (attachment).</p> <ul style="list-style-type: none"> • Region changes: No impact/changes to our region. Consolidation proposals from 24 to 21, 19 or 16. • News Coverage: Opioid Crisis/FORTE event occurring on 3/7/23: Invite will be sent to Board. • CSCF is partnered with Dress for Success to be located in West Orange Center. • USMC WDC: April 2023 Annual Meeting in Orlando. Invite will be sent to Board. • Summer Youth Program: 2200 applications received for 1500 slots. Email for sponsorships will be sent to Board. • Thank you to Gui Cunha: \$30K donation for Seminole County Youth. • REACH Act: A in report card. <p><u>Finance Report</u> Mr. Alvarez, CFO, reported the following:</p> <ul style="list-style-type: none"> • Met on 1/18/23, jointly with Audit Committee • Reviewed mid-year financials: on track at 49.2% • Approved budget adjustment from \$45M to \$46.5M, which the Board has approved under today's consent agenda <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 2/16/23 • Reviewed committee reports, highlights from Pam's President's Report and 2/23/23 Board agenda. <p><u>Audit</u> Ms. Olson, Audit Committee Chair, stated the following</p> <ul style="list-style-type: none"> • Met on 1/18/23 jointly with Finance Committee • Reviewed final audit report from Cherry Bekaert, CSCF independent auditor. No financial findings/deficiencies
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- Reviewed DEO Monitoring results: no findings under financials; only a few findings under programs which have been internally corrected.

Career Services

- No report

Community Engagement

Mr. Sprinkle, Community Engagement Committee Chair, stated the following:

- Met on 2/2/23
- Reviewed outreach activities to date and discussed strategies.
- Reviewed customer satisfaction survey results and committee concurred for increased customer engagement.

Facilities Ad Hoc

Mr. Walton, Facilities Ad Hoc Committee Chair, stated:

- Toured Lake Center
- Plans to visit another Career Center

Finance Committee

Mr. Alvarez, CFO stepped in on behalf of Mr. Ushkowitz, Finance Committee Chair, and reported:

- Met on 1/18/23 jointly with Audit
- Reviewed mid-year financials: on track
- Reviewed 1-3 year strategy of HR benefits

Governance Committee

Ms. Nabors reported on behalf of Mr. Sweat, Governance Committee Chair, and stated the following:

- Met on 1/11/23
- Reviewed Board engagement metrics: on track.
- Reviewed proposed revisions to the bylaws update

Revenue Diversity and New Markets

- No report

Mr. Hayward made a motion to approve all proposed updates to bylaws. Ms. Olson seconded: motion passed unanimously.



7	<p>Presentations</p> <p><u>Lightcast</u></p> <ul style="list-style-type: none"> • Mr. Collin Perciballi with Lightcast presented on <i>Central Florida Regional Skills Analysis</i> (Attachment) - Board Input – data source and methodology seems in conflict with the current market conditions. <p><u>JFF Presentation</u></p> <ul style="list-style-type: none"> • Ms. Veronica Buckwalter with JFF provided presentation entitled <i>Creating a Future-Focused Workforce System Together</i> (Attachment) 	<p><i>Staff will confer with Lightcast and provide deeper clarification to board members.</i></p>
8	<p>Other Business</p> <p>None offered.</p>	
9	<p>Adjournment</p> <p>Meeting adjourned at 10:40 am.</p>	<p>Tour of Jewett Orthopedic Center followed</p>

Respectfully submitted,

Vanessa Nogueira
Executive Assistant