



BOARD OF DIRECTORS MEETING

CareerSource Central Florida | 4/26/24

CareerSourceCentralFlorida.com



Meeting Details

Meeting Agenda

Welcome

Roll Call

Public Comment

Consent Agenda

Information/
Discussion/
Action Items

Other Business

Adjournment

What: CSCF Board of Directors Meeting

When: Friday, April 26, 2024
8:30 a.m. – 9:00 a.m.

Where: SeaWorld Orlando
Orlando, FL

or

Virtual Option via Zoom:

Link: <https://careersourcecf.zoom.us/j/82675639011?pwd=g8C0I9CHez53IaWCiobRwWD1yVrGUq.1>

Dial In: 1 (929) 205-6099 / Meeting ID: 826 7563 9011 / Passcode: 745246

4/26/24 BOARD OF DIRECTORS MEETING AGENDA

- Meeting Details
- ▶ Meeting Agenda
- Welcome
- Roll Call
- Public Comment
- Consent Agenda
- Information/
Discussion/
Action Items
- Other Business
- Adjournment

Agenda Item #	Topic	Presenter	Action Item
1.	Welcome - Pledge of Allegiance	Richard Sweat	
2.	Roll Call / Establishment of Quorum	Kaz Kasal	
3.	Public Comment		
4.	Consent Agenda A. 2/29/24 Board Meeting Minutes B. Current Year Budget Adjustments (Finance) C. Transfer of WIOA Adult/DW Funding (Finance) D. Procurement Policy Modification (Finance) E. 403b Retirement Plan Audit Results (Finance) F. CSCF SE Orange and Osceola Career Center Lease Renewal Recommendations (Facilities Ad Hoc)	Richard Sweat	X
5.	Information / Discussion / Action Items A. Finance Report B. Committee Reports: <i>Deferred to 6/26/24 Board Meeting</i> C. Action / Discussion Item 1) Fiscal Year 2024-2025 Health Insurance Plan Renewal Recommendation	Richard Sweat / Pam Nabors Leo Alvarez	X
6.	Other Business		
7.	Adjournment / Retreat Begins		

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Upcoming Meetings:

Board	6/26/24	9:00 a.m. to 10:30 a.m.
Consortium	6/28/24	2:00 p.m. to 2:30 p.m.

Committee Meetings:

- Community Engagement	5/2/24	3:00 p.m. to 4:30 p.m.
- Governance	5/8/24	3:00 p.m. to 4:30 p.m.
- Career Services	5/9/24	3:00 p.m. to 4:30 p.m.
- Career Services	5/23/24	9:00 a.m. to 10:00 a.m.
- Budget Workshop	5/23/24	10:00 a.m. to 12:00 p.m.
- Finance	6/5/24	2:20 p.m. to 4:00 p.m.
- Executive	6/12/24	9:00 a.m. to 10:30 a.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**



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ROLL CALL



Meeting Details

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PUBLIC COMMENT



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CONSENT AGENDA

- 2/29/24 BOARD MEETING MINUTES
- CURRENT YEAR BUDGET ADJUSTMENTS (FINANCE)
- TRANSFER OF WIOA ADULT/DW FUNDING (FINANCE)
- PROCUREMENT POLICY MODIFICATION (FINANCE)
- 403B RETIREMENT PLAN AUDIT RESULTS (FINANCE)
- CSCF SOUTHEAST ORANGE & OSCEOLA CAREER CENTER LEASE RENEWAL RECOMMENDATIONS (FACILITIES AD HOC)

[JUMP TO NEXT SECTION](#)

[RETURN TO AGENDA](#)



DRAFT
 Board of Directors Meeting
 Thursday, February 29, 2024 9:00 a.m.
 MINUTES

- MEMBERS PRESENT:** Sheri Olson, Richard Sweat, Andrew Albu, Joe Battista, Heather Bigard, Gui Cunha, Keira des Anges, Sean Donnelly, Casey Ferguson, Wendy Ford, Tanisha Nunn Gary, John Gill, Kristin Gray, Mark Havard, Jeff Hayward, Shawn Hindle, Ben Larry, Lindsey LeWinter, Nicole Martz, Snak Nakagawa, Gaby Ortigoni, Renee Quintanilla, Amy Santorelli, Jonathan Schaefer, Stella Siracuza, Michelle Sperzel, David Sprinkle, DeAnna Thomas, Eric Ushkowitz, Maria Vazquez, Matt Walton and Richard Watford
- MEMBERS ABSENT:** Wendy Brandon, Molly Kostenbauder and Chris Pascal
- STAFF PRESENT:** Pam Nabors, Leo Alvarez, Dyana Burke, Steven Nguyen, Nilda Blanco, Emily Kruszewski, Marcela DeFaria, Janee Olds, Yolanda Green, Yaralise Colon, Amulyasai Bangaru, Jamie Santos, Sean Masherella, Vanessa Nogueira, and Kaz Kasal
- GUESTS PRESENT:** Dr. Cynthia Mejia, Dr. Alan Fyall, Vanessa Gonzalez / UCF Rosen College of Hospitality Management; Julia Rodriguez / Evermore Orlando Resort; Jose Rodriguez / CSCF Participant; Holly Burkeet, Harold Linginfelter / Lake Technical College; Heather Ramos / GrayRobinson

Agenda Item	Topic	Action Item / Follow Up Item
1	<p>Welcome</p> <ul style="list-style-type: none"> • Ms. Olson, Board Vice Chair on behalf of Board Chair, Richard Sweat, called meeting to order at 9:00 am and welcomed attendees. • Roll Call: Ms. Kasal, Executive Board Coordinator, reported a quorum present. 	
2	<p>Tourism Impact on Central Florida Workforce</p> <ul style="list-style-type: none"> • Ms. Nabors, President & CEO, thanked UCF Rosen College of Hospitality Management for hosting today's meeting and introduced Dr. Cynthia Mejia, Interim Dean & Associate Professor and Dr. Alan Fyall, Associate Dean, Academic Affairs. • Dr. Mejia welcomed attendees and provided an overview of the college and its programs. • Ms. Blanco, Senior VP of Workforce Operations provided data overview on Central Florida's workforce levels and impacts in tourism and hospitality, both pre & post pandemic (attachment) to include below key takaways in this region: <ul style="list-style-type: none"> - Number of jobs increased by 10% despite pandemic - Job growth is 2 times that of national average - Hospitality and tourism makes up 40% of Central Florida's workforce. - Above average wages in comparison to nation. - Education partners help to elevate the ecosystem of employment. 	



<ul style="list-style-type: none"> • A panel discussion commenced with Ms. Nabors, Dr. Mejia, Dr. Fyall, and Ms. Blanco and following feedback was provided: <ul style="list-style-type: none"> - The "40%" that makes up this region's hospitality and tourism workforce is very important as this spreads out and includes so many other industries and trades – i.e. delivery, maintenance, inspection. - The critical needs and/or occupations that are in need today are soft skills development: <ul style="list-style-type: none"> o Ability to work with people o Emotional intelligence o Problem solving o Managerial skills - The hospitality ecosystem in our region needs to be a unified front. <ul style="list-style-type: none"> o More collaboration between training providers vs. being in silos – working together is crucial in order to market and recruit more individuals to the hospitality and tourism industry. i.e. 75% of UCF Rosen Hospitality Management students come from Valencia College. - In order to continue elevating this industry and ensuring a stable workforce for the future, we should (and continue): <ul style="list-style-type: none"> o Market to middle schools, high schools and parents. Show the upward mobility and competitive pay in a variety of careers. o Include programs at the high schools, such as culinary. o Increased partnerships to provide more internships at businesses. o Provide continued support and mentorship system. o Support workers with language barrier issues – employers and training providers to partner with sources that provide language classes – need to increase this. • Hospitality Success Story: <ul style="list-style-type: none"> - Ms. Julia Rodriguez, Director of Human Resources, Evermore Orlando Resort, relayed the success story of Ms. Amanda Cruz who started as an intern at their hotel. Impressed with Amanda's exceptional dedication and performance, Evermore hired her full-time as HR Assistant. Currently, Amanda has advanced further in her career as HR Coordinator with another organization. - 	
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3	<p>Public Comment</p> <ul style="list-style-type: none"> • None offered. 	
4	<p>Consent Agenda</p> <ul style="list-style-type: none"> • Ms. Olson 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 12/15/23 Board Meeting - Committee Actions: <ul style="list-style-type: none"> o Acceptance of 2CFR 200 Audit Report (<i>Audit</i>) 	<p>Mr. Schaefer made a motion to approve all items on the consent agenda. Mr. Sprinkle seconded; motion passed unanimously.</p>
5	<p>Information / Discussion / Action Items</p> <p><u>President's Report</u></p> <ul style="list-style-type: none"> • Ms. Nabors, President/CEO, provided following highlights from the President's Report (attachment). <ul style="list-style-type: none"> - CSCF's Scorecard: 7/1/2023 thru 12/31/2023 - Level Up Orange Update - Central Florida wins inaugural National Science Foundation (NSF) Regional Innovation Engines Award of \$15M for next two years to support semiconductor advanced packaging industry. CSCF will be a part of this collaboration. - Central Florida Education-Industry Collaborative occurring on 3/19/24 to help broaden and deepen connections, as well as attain intel on emerging industries so education programming can better align with industry needs. - CSCF partnered with Aeras Technologies to repurpose used technology and donate to individuals in need. - Recognized: <ul style="list-style-type: none"> o Ms. Yolanda Green, Business Engagement Representative for being named "Ambassador of the Year" by the Leesburg Chamber of Commerce. o Ms. Janee Olds, Director of Special Projects for being named in Orlando Business Journal's "40 Under 40" list of people to watch. o Lake County CSCF Center voted Best Employment Staffing in 2024 by South Lake Chamber of Commerce. - Summer Youth 2024 activities update - Summer Youth Success Story: <ul style="list-style-type: none"> o Ms. Thomas, Board Member and Executive Director of Lake Technical College, introduced Mr. Jose Rodriguez, who participated in last year's summer youth Explorer Program to learn about different career training options at the college. Jose was especially interested in the CNC Production program and decided to enroll. Hence, Jose graduated from the program in December 2023. Both Lake Technical staff Ms. Holly Burkett and Mr. Linginfelter praised Jose, noting his dedication to learn and can-do attitude. 	



	<p><u>Finance Report</u></p> <ul style="list-style-type: none"> Mr. Alvarez, CFO, reviewed highlights through first quarter, 7/1/23 – 12/31/23 (attachment). <p><u>Committee Reports</u></p> <p><u>Executive:</u></p> <ul style="list-style-type: none"> Ms. Olson, Board Vice Chair, on behalf of Richard Sweat, Executive Committee Chair, reported Committee met on 2/22/24 and received updates from President and Committees as well as reviewed 2/29/24 Board agenda <p><u>Audit</u></p> <ul style="list-style-type: none"> Mr. Walton, Audit Committee Chair, stated Audit Committee met with Finance Committee on 1/10/24 and reviewed: <ul style="list-style-type: none"> Results of the 2 CFR 200 Audit Report: <ul style="list-style-type: none"> Clean, unmodified opinion on financial statements; no findings on compliance, and no significant deficiencies or material weaknesses. Committee approved to forward to Board, which Board has approved 2 CFR 200 Audit Report today under Consent Agenda section. Results of Florida Commerce Monitoring for FY 2022-2023: <ul style="list-style-type: none"> Programs: 0 findings on disallowed costs, 5 programmatic findings - all minor errors. Financials: 0 findings, 0 noncompliance and 1 observation which has been addressed. <p><u>Finance</u></p> <ul style="list-style-type: none"> Mr. Ushkowitz, Finance Committee Chair, stated Finance Committee met with Audit Committee on 1/10/24 and reviewed: <ul style="list-style-type: none"> Mid-year financials (7/1/23 thru 12/31/23) Retirement 403b Audit Report for year ending 6/2023 – no issues or findings New Benefits Broker effective 4/1/24 <p><u>Career Services</u></p> <ul style="list-style-type: none"> Mr. Abu, Career Services Committee Chair, stated Career Services Committee met on 2/15/24 and reviewed following: <ul style="list-style-type: none"> Scorecard through 2nd quarter (7/1/23 thru 12/31/23) Federal performance update 4th quarter of PY 2022-2023 and 1st quarter of PY 2023-2024, actual vs. goal. FloridaCommerce monitoring results for PY 2022-2023, as noted in above Audit report out. Training investments update for PY 23-24, and discussed strategies for best investment impact.
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<ul style="list-style-type: none"> - 2024 Summer Youth Employment Program, which will increase in enrollments from last year. - Grant updates. • Committee also approved for Board's final approval the renewal of program provider vendors for Explore track and Engage track of previous program year. Mr. Albu reviewed action memo to Board, which requires two-thirds approval, a quorum being established (attachment). <p><u>Community Engagement</u></p> <ul style="list-style-type: none"> • Mr. Sprinkle, Community Engagement Committee Chair, stated Committee will be scheduling their next meeting in March / April timeframe. <p><u>Facilities Ad Hoc</u></p> <ul style="list-style-type: none"> • Mr. Walton, Facilities Ad Hoc Committee Chair, stated Committee is scheduled to meet on 4/4/24 at West Orange Career Center. <p><u>Governance</u></p> <ul style="list-style-type: none"> • Ms. Olson, Governance Committee Chair, stated the Committee met on 2/14/24 and reviewed: <ul style="list-style-type: none"> - Board Demographics: CSCF Board vs. regional comparison by gender, ethnicity, race, age and veteran. All categories trending in right direction towards aligning to region. - Board Seats: those whose seats expire on 6/30/24 have all agreed to renew and any vacancies being reviewed for candidates. - Board Engagement: mid-year (7/1/23 thru 12/31/23). 	<p>Mr. Gill made a motion to approve renewal of contracts with program provider vendors, as listed on "Explore Program" chart of action memo, with budget not to exceed \$485,000. Mr. Nakagawa seconded, with Mr. Battista, Dr. Kostenbauder, Ms. Thomas and Dr. Vazquez abstaining; motion passed.</p> <p>Mr. Walton made a motion to approve, for Board's final approval, renewal of contracts with program provider vendors, as listed on "Engage Program" chart of action memo, with budget not to exceed \$448,000. Mr. Sprinkle seconded, with Mr. Battista abstaining; motion passed</p>
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	<ul style="list-style-type: none"> o Participate: on track towards annual goal o Demonstrate: at 90% (exceeding annual goal of 80%) o Contribute: at 50% (annual goal 70%) - Recognized those Board Members who have contributed thus far this program year, either monetarily or in-kind (attachment). - Enterprise Risk Update (7/1/23 thru 12/31/23): reviewed methodology, pareto chart and updates on CSCF's current top five risks, and steps taken to mitigate risks (attachment). <p><u>Revenue Diversity and New Markets</u></p> <ul style="list-style-type: none"> • Mr. Gill, Revenue Diversity & New Markets Committee Chair, stated the Committee will meet on 3/28/24. 	
6	<p>Insight</p> <p><u>Update: Federal WIOA Legislation</u></p> <ul style="list-style-type: none"> • Reviewed "A Stronger Workforce for America Act" bill summary (attachment) and possible impacts for CSCF. More discussion to occur at April Retreat. <p><u>Results of the Engagement Survey</u></p> <ul style="list-style-type: none"> • Reviewed the results of the 4-question survey taken by three groups: Board, executive leadership and staff (attachment). <ul style="list-style-type: none"> - Question 1: Who is CSCF's primary customer: <ul style="list-style-type: none"> o All three groups aligned with their response: businesses, career seekers and community - Question 2: What does CSCF do for these customers: <ul style="list-style-type: none"> o Opportunity to define this better, especially response of "provide services" - Question 3: Who funds CSCF for these customers: <ul style="list-style-type: none"> o All three groups understand funds come from government - Question 4: What specific metrics are most important for CSCF's success: <ul style="list-style-type: none"> o Trained and placed • Next steps: Board to formulate more strategic discussions at April Retreat. 	
7	<p>Other Business</p> <p>None offered.</p>	
8	<p>Adjournment</p> <p>Meeting adjourned at 10:43 am.</p>	

Respectfully submitted,

Kaz Kasal
Executive Board Coordinator



CareerSource Central Florida

3rd Quarter Budget Adjustment

As of 02/29/24

	Original Revenue	Adjusted Revenue		
Funding Sources	16,960,163	16,960,163		
Carry In Funds From FY 22 - 23	30,039,920	30,039,920		
FY 23 - 24 Award	47,000,083	47,000,083		
Award Total - Available Funds	(7,525,083)	(10,525,083)		
LESS planned Carryover For FY 24 - 25	39,475,000	36,475,000	\$ (3,000,000)	-7.6%
Total Available Funds Budgeted				
Expenditure Category	Current Budget	Proposed Revised Budget		
Salaries/Benefits	19,001,000	19,001,000	-	
Training Investment	14,180,000	11,180,000	(3,000,000)	
Professional Services	1,170,000	1,170,000	-	
Outreach	638,000	638,000	-	
Infrastructure/Maintenance & Related Cost	2,620,000	2,620,000	-	
IT Cost/Network Expenses	1,432,000	1,432,000	-	
Staff Development & Capacity Building	434,000	434,000	-	
EXPENDITURES	39,475,000	36,475,000	(3,000,000)	-7.6%



Action Memo

To: CareerSource Central Florida Board of Directors
 From: Finance Committee
 Subject: Florida Commerce Approval for WIOA Transfer of Funds (Policy 118)
 Date: April 26, 2024

Purpose: The purpose of this memo is to request approval from the CareerSource Central Florida (CSCF) Board of Directors to add transfer of funds flexibility between WIOA Adult and Dislocated Worker funding.

Background: Due to CSFL Policy # 118 released in September of 2021 regarding Workforce Investment Opportunity Act (WIOA) Adult and Dislocated Worker Funds Transfer Authority, a Prior Approval Transfer Request Form must be approved by the full board to transfer funds between the Adult and Dislocated Worker WIOA funding streams. In the past board staff had 100% authority to transfer between these funds, but the new policy requires the board of directors approve the transfer. The signed form along with corresponding board minutes must be provided to Florida Commerce for final approval. CSCF is requesting for authority to request up to 90% of Program Year 2023 Dislocated Worker program funding stream be transferred to the Adult funding stream. CareerSource Central Florida is currently administering \$15.3M in ARPA funding to support the Dislocated Worker Population in Orange County. The request below allows CSCF greater flexibility to train the Adult population that does not meet the dislocated worker requirements.



Prior Approval Transfer Request Form - WIOA Adult and
 Dislocated Worker (DW) Programs From ___7/1/2023
 through ___6/30/2025

LWDB Number and Name (Requestor): CareerSource Central Florida (LWDB #12)

Name / Title of Requestor Representative: Leo Alvarez, CFO

Adult and Dislocated Worker Transfer Request						
Program Year	Program	Total Award Amount	Amount of Adult Requested to be Spent on DW	Percentage of Adult Requested to be Spent on DW	Amount of DW Requested to be Spent on Adult	Percentage of DW Requested to be Spent on Adult
2023	Dislocated Worker	4,301,417.00	0.00	0	3,871,276.00	90%

Action: Finance Committee recommends the CSCF Board to approve the transfer request as presented above.

Approved
 Finance Committee – 4/10/24



Action Memo

To: CareerSource Central Florida Board of Directors
From: Finance Committee
Subject: CareerSource Central Florida – Increase the Simplified Acquisition Threshold
Date: April 26, 2024

Purpose:

The purpose of this memo is to seek approval from the CareerSource Central Florida (CSCF) Board of Directors to increase the simplified acquisition threshold from \$150,000 to \$250,000 to align with the Office of Management and Budgets (OMB) 2 CFR 200 federal guidance procurement caps.

Background:

On June 20, 2018, the U.S. Office of Management and Budget (OMB) issued memorandum M-18-18, Implementing Statutory Changes to the Simplified Acquisition Thresholds for Financial Assistance, raising the threshold to \$250,000 (from \$150,000). CSCF is seeking approval to align its purchasing threshold with that established by the federal government in the, Uniform Administrative Requirements, Cost Principles and Audit Requirements for Federal Awards 2 CFR 200 (Uniform Guidance) which are the rules applicable to grant expenditures. This update in policy will also bring CSCF into alignment with other CareerSource Boards around the state and most non-profits in the region.

Below is a chart of the new proposed purchasing threshold requirements for CSCF:

Purchasing Budget	Procurement Action Required
Purchases of up to \$10,000	Micro-Purchase. Determine Price reasonableness
Purchases \$10,001 to \$24,999	Two Written Quotes (informal solicitation)
Purchases \$25,000 to \$250,000	Three Written Quotes (informal solicitation)
Purchases over \$250,000	Formal Request for Proposals (RFP, RFQ)

Action:

Finance Committee recommends the CSCF Board approve to increase the simplified acquisition threshold to \$250,000 (from \$150,000).

Approved:
Finance Committee – 4/10/24



Fiscal Year 2023 403b Retirement Audit Financial Highlights and Summary

	2023	2022
ASSETS		
Investments, at fair value	\$ 9,175,069	\$ 7,412,457
Fully benefit-responsive investment contracts, at contract value	658,362	782,738
Notes receivable from participants	210,786	184,615
Employer contribution receivable	27,519	-
Participant contribution receivable	35,562	-
Total Assets	10,107,298	8,379,810
LIABILITIES		
Contributions refund payable	2,081	-
Net Assets Available for Benefits	\$ 10,105,217	\$ 8,379,810



Total Plan Assets: \$10.1M
\$1.7M or 20% YOY Growth
Target Date Funds: \$8M (80%)
Participant Loans: \$211K (2.1%)

Additions (Losses) to Net Assets Attributed to:	
Investment Income (Loss):	
Net appreciation in fair value of investments	\$ 648,219
Net depreciation in contract value of investments	(119,881)
Interest and dividends	243,872
Other income	51
Net Investment Income	772,261
Interest income on notes receivable from participants	10,825
Contributions:	
Participants	953,438
Employer	719,666
Other contributions, including rollovers	243,646
Total Contributions	1,916,750
Total Additions	2,699,836
Deductions from net assets attributed to:	
Benefits paid to participants	940,513
Administrative expenses	33,916
Total Deductions	974,429
Net increase in net assets available for benefits	1,725,407
Net assets available for benefits, beginning of year	8,379,810
Net assets available for benefits, end of year	\$ 10,105,217



Action Memo

To: CareerSource Central Florida Board of Directors
 From: Facilities Ad Hoc Committee
 Subject: CareerSource Central Florida – Southeast Orange and Osceola Lease Renewals
 Date: April 26, 2024

Purpose:

To recommend approval from CareerSource Central Florida’s (CSCF) Board of Directors to extend the facility leases at Southeast Orange and Osceola career centers.

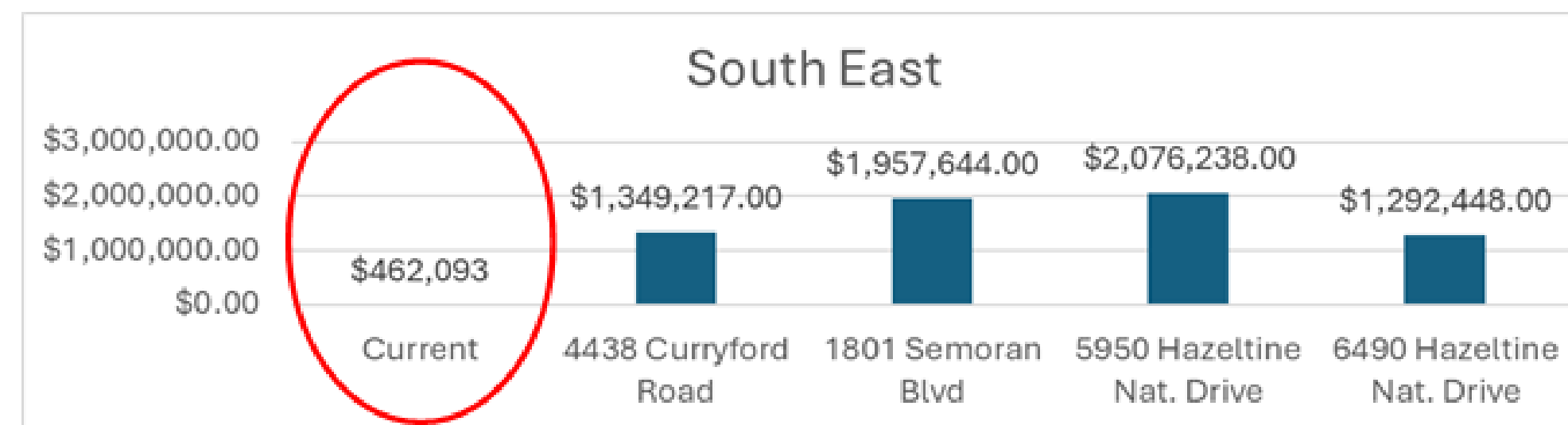
Background:

The Facilities Ad Hoc Committee met on 4/4/24 and reviewed the below information on the current lease terms, renewal options and market trend data. The staff recommendation to renew the Southeast Orange lease for two years provides flexibility and aligns all Orange County leases to expire in 2026. The recommendation to exercise the renewal option for five additional years in Osceola allows CSCF to maintain great synergy and partnership with Valencia College, while maintaining one of the highest customer utilization offices at a below market rate (see market analysis chart below).

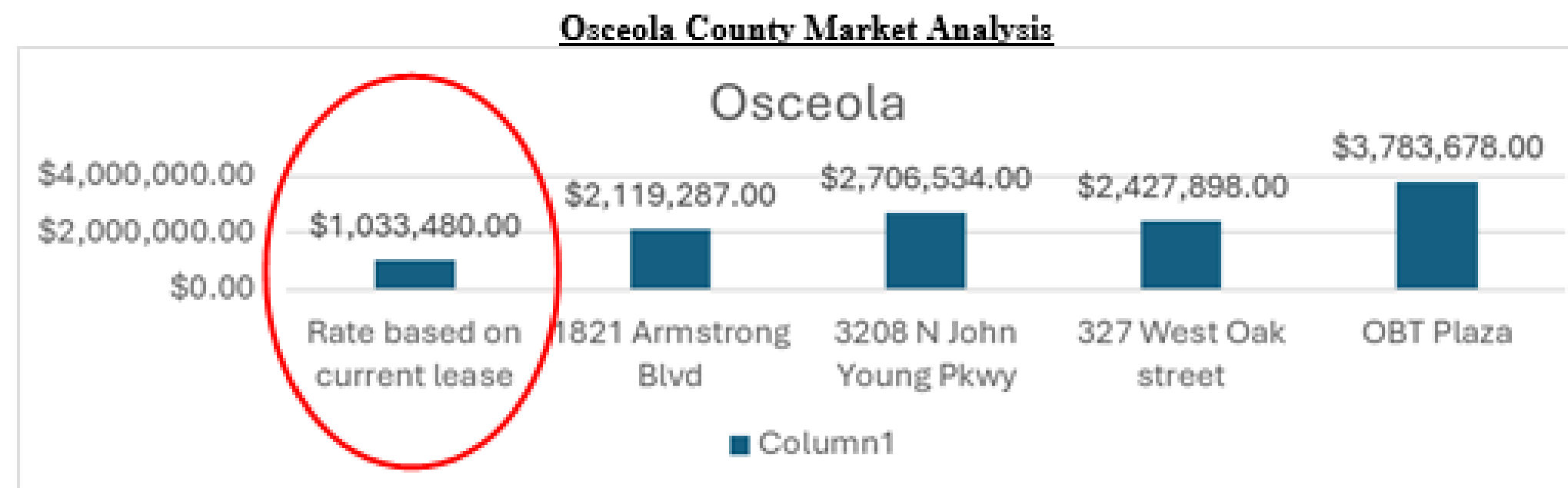
Southeast Orange and Osceola Career Centers:

Center Lease Information	Sqft.	Current Rate	New Rate	Annual Rent Escalation	Renewal Options
Southeast Orange: 5784 S. Semoran Blvd	12,363	\$16.48 per sq/ft (NNN Lease)	2-year lease: 1 st year \$18.00 2 nd year \$19.00	5%	2-year lease extension through 09/30/26.
Osceola: 1800 Denn John Lane (Valencia)	12,731	\$15.12 per sq/ft (Full-Service Lease)	\$15.42 per sq/ft	2%	Two 5-year options, with 3 month notice prior to lease expiration.

Southeast Orange Market Analysis



*Note: the cost for the current option is for a two-year renewal versus comparable cost at a five year lease.



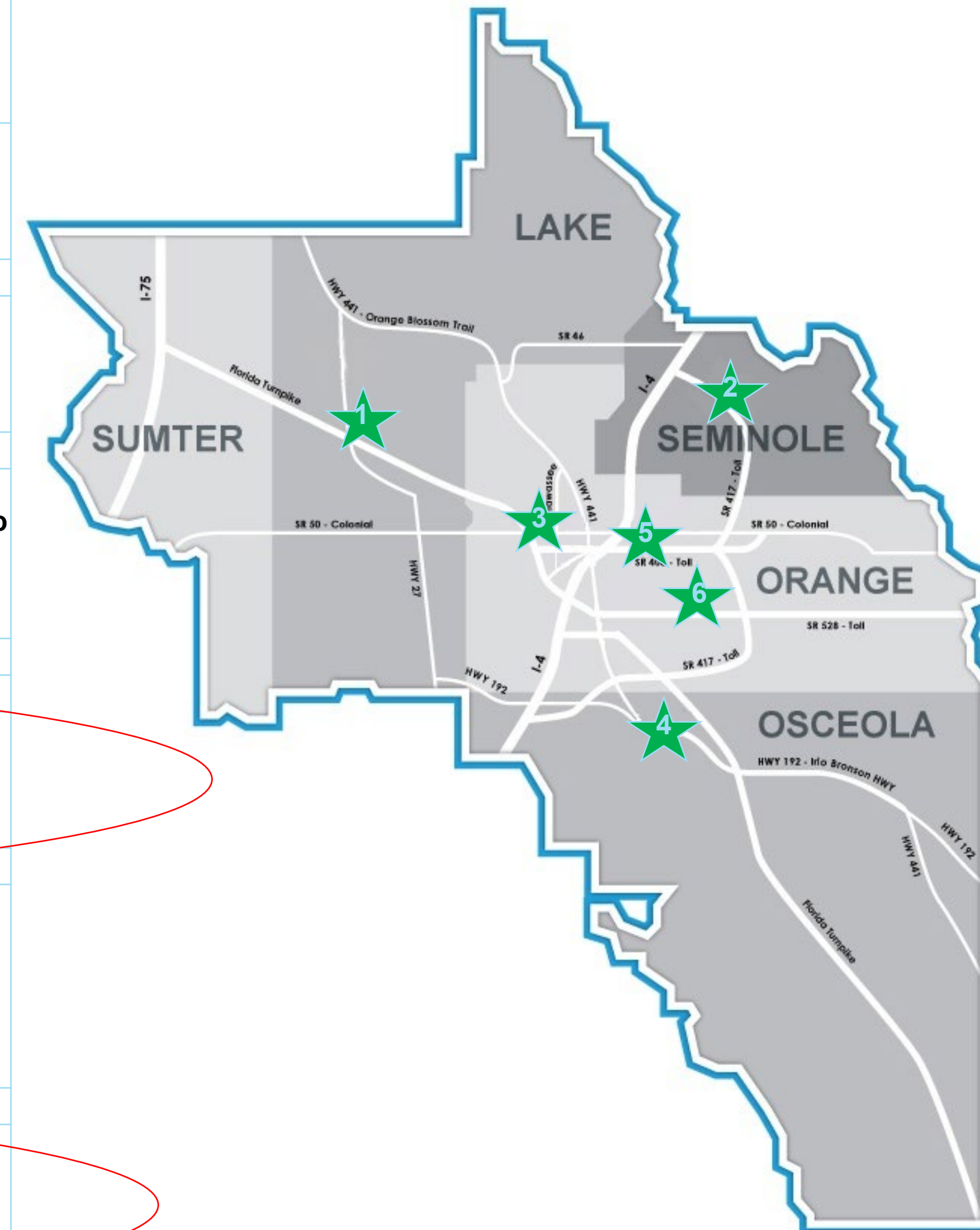
Action: The Facilities Ad-Hoc Committee recommends the Board of Directors approve CSCF to extend the following leases:

- 1) Renew the Southeast Orange County office for two additional years.
- 2) Exercise the lease renewal option for the Osceola office for an additional five-year term.

Approved:

- Facilities Ad Hoc Committee: 4/4/24

	Center Lease Information	Price per Sq.Ft (CURRENT)	Sq.Ft.	Expires	Current Rate	Annual Rent Escalation	Annual Maintenance Expenses	Renewal Options
(1)	CSCF (Sumter/Lake) 9909 US Highway 441, Building M29, Leesburg, FL 34748	\$17.00	10,525	1/25/2025 (see renew options)	\$178,925 per year, (Full Service)	3%	\$4,939.00	Five 1-year options, with 3 months notice prior lease expiration
(2)	CSCF (Seminole) 1209 West Airport Boulevard, Sanford, FL 32773	\$17.87	10,031	6/30/2026	\$179,230 per year, (NNN lease)	3%	\$34,964.00	One 5-year option, with 6 months written notice prior to lease expiration
(3)	CSCF (West Orange) 9401 West Colonial Drive, Suite 403, Ocoee, Florida 34761	\$27.10	12,041	7/31/2026	\$326,160 per year, (NNN lease)	2.50%	\$50,539.00	Two 5-year options, no earlier the 6 and no later then 12 months before end of lease
		Includes T&I cost						
(4)	CSCF (Osceola) 1800 Denn John Lane Bldg. CIT Suite 300 Kissimmee, FL 34744	\$15.12	12,731	12/31/2024	\$190,965 per year, (Full Service)	2%	\$3,438.00	Two 5-year options, with 3 months notice prior to lease expiration
(5)	CSCF (Administration) 390 N Orange Avenue, Suite 700 Orlando, FL 32801	\$30.83	11,792	7/31/2026	\$363,549, (Full Service)	3%	\$9,882.00	One 5-year option, no earlier than 18 (1/25) and no later than 12 (7/25) months before end of lease
(6)	CSCF (Southeast Orange) 5784 S. Semoran Boulevard, Orlando, FL 32822	Pending \$18.00	12,363	Pending 9/30/2026	Pending \$227,196 per year, (NNN lease)	Proposed 5.5%	\$45,581.00	2 year lease 1 st year 18.00 2 nd year 19.00



Rent / Related cost for maintaining locations represents approximately 6.2% of total rent

RETURN TO CONSENT AGENDA





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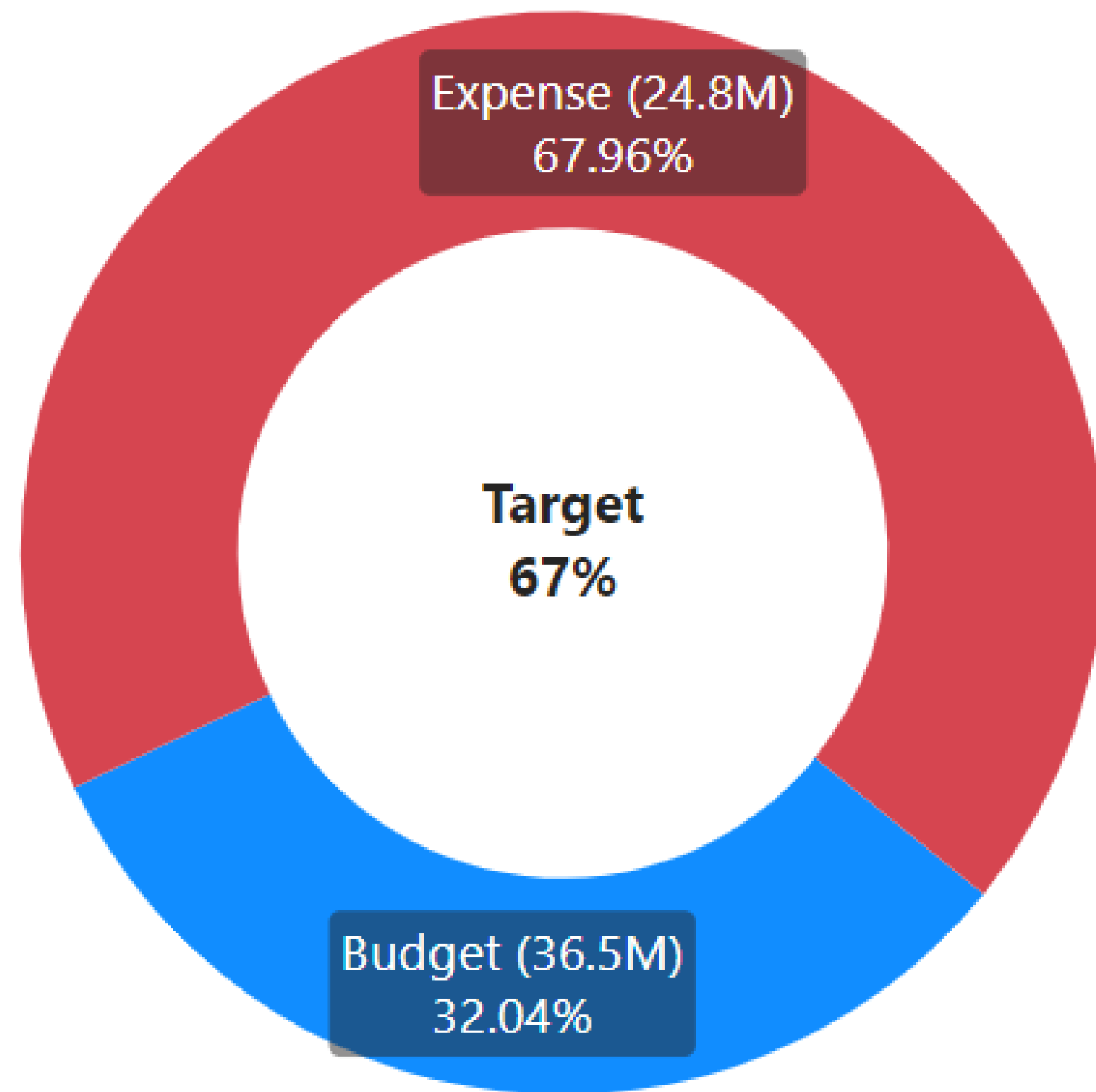
INFORMATION / DISCUSSION / ACTION ITEMS



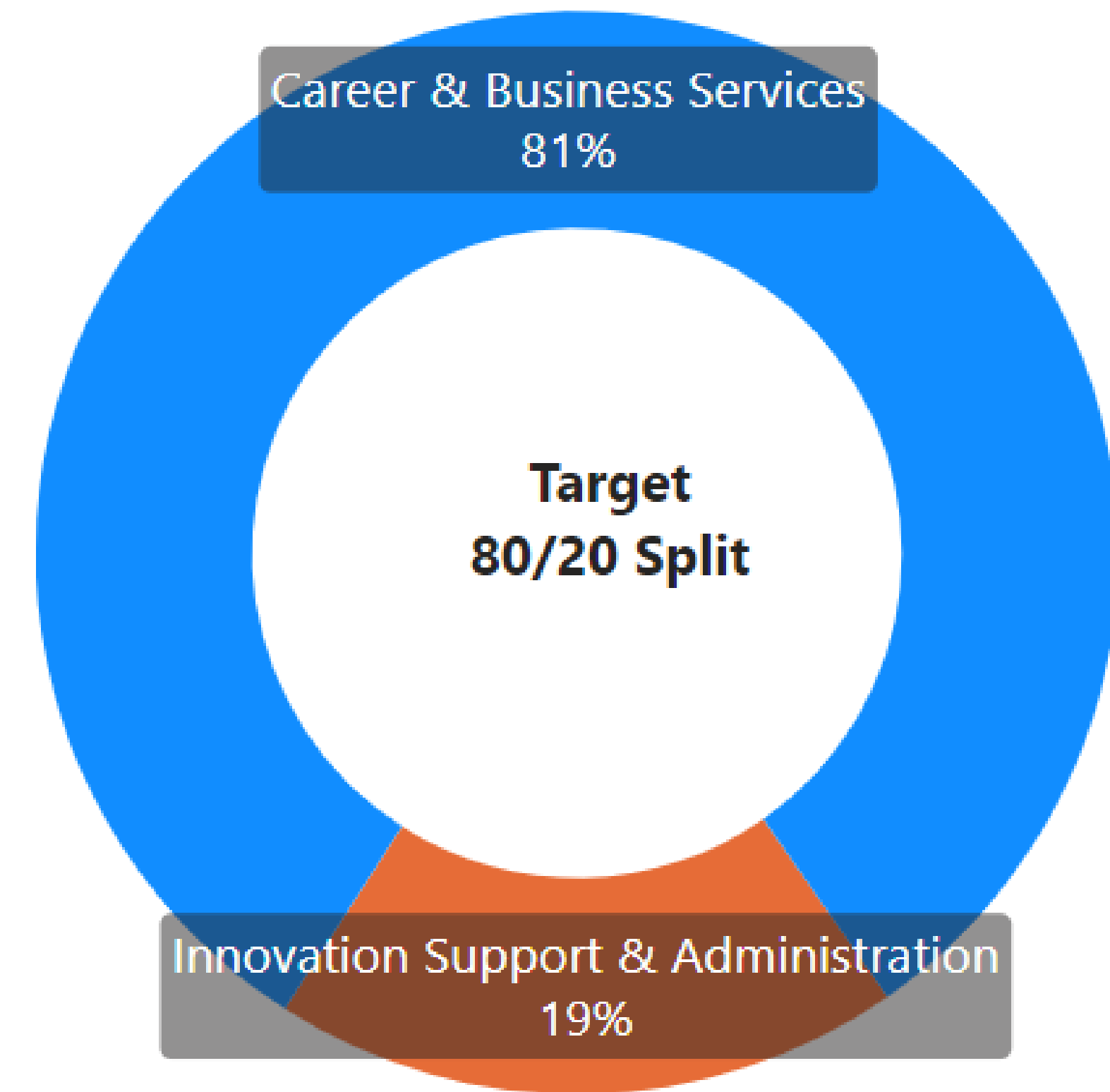
**FY 2023 – 2024
FINANCIALS
(7/1/23 THRU 2/29/24)**

Budget Vs. Actual Through 02/29/2024

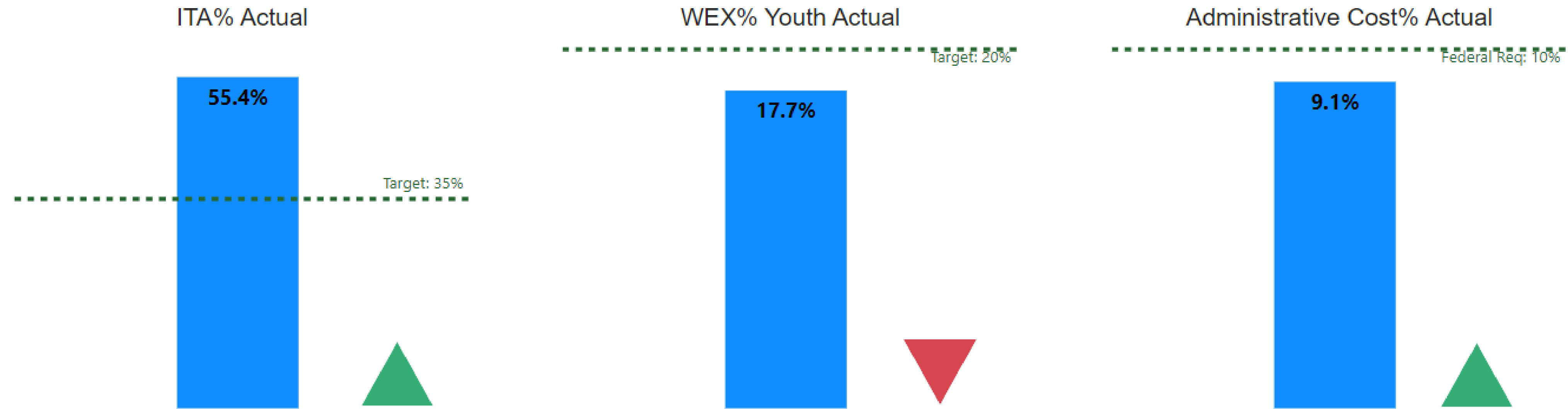
Budget to Actual Expenses



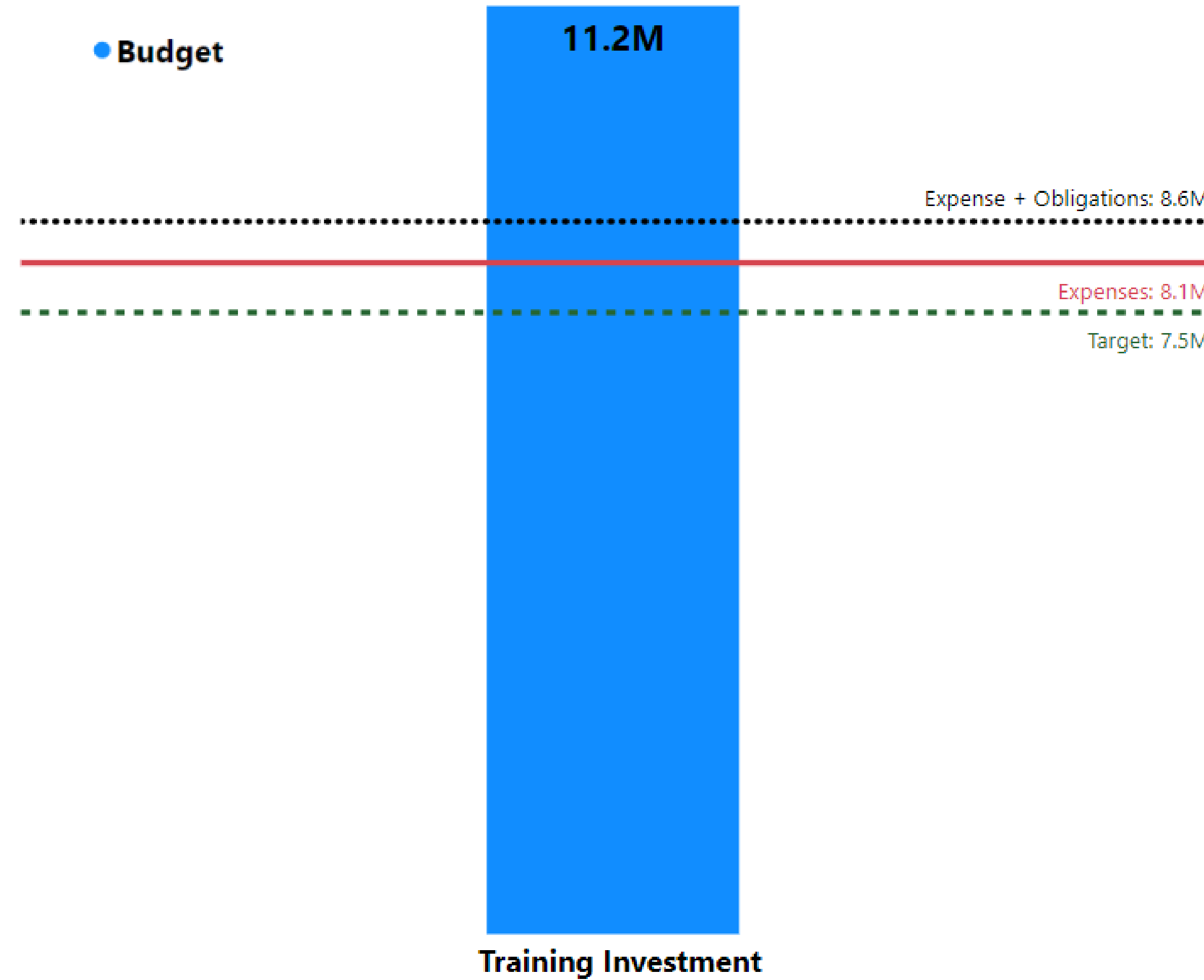
Budget Operations/Support



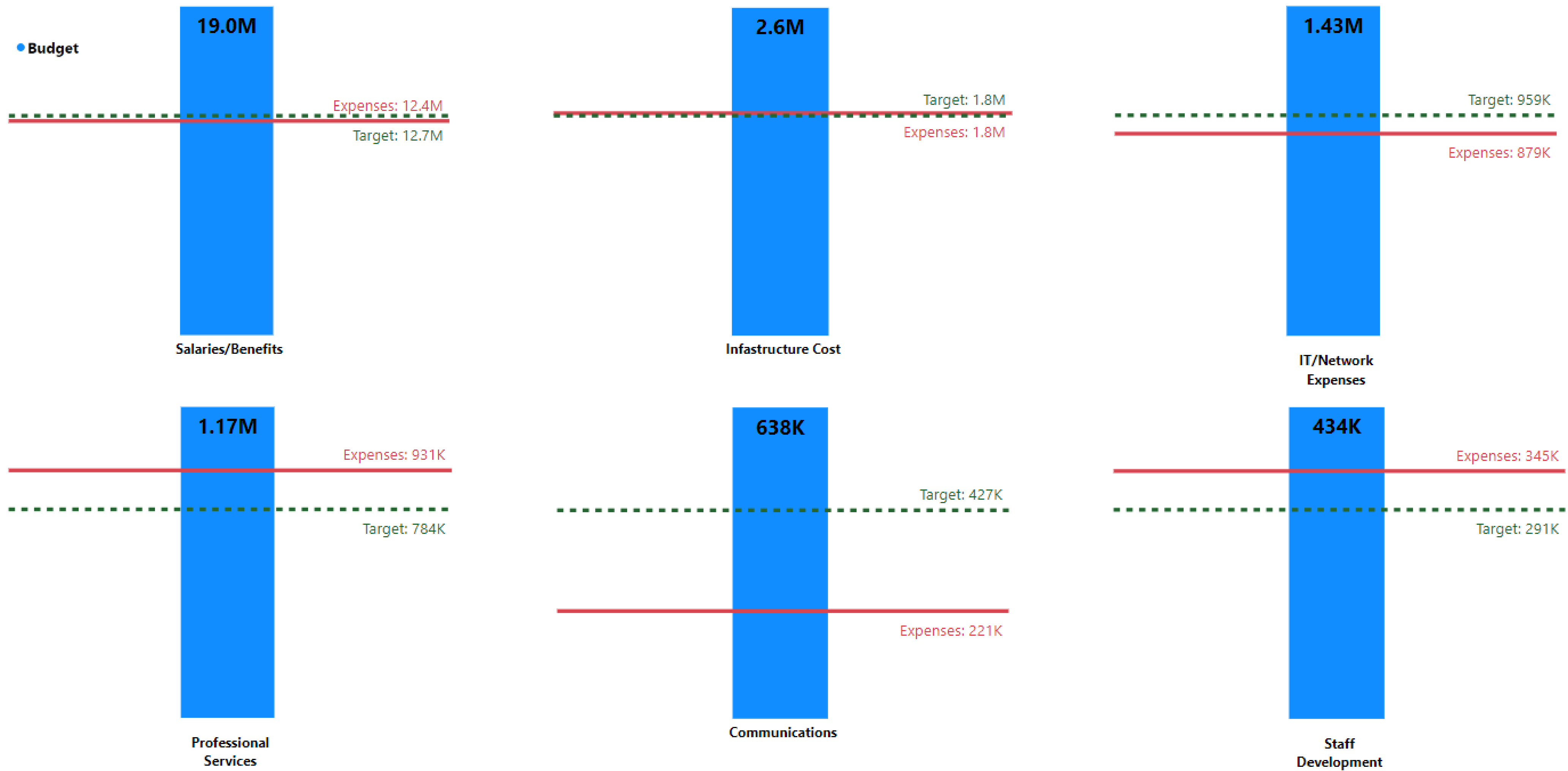
Budget Federal/State Requirements – Through 02/29/2024



Budget Federal/State Requirements – Through 02/29/2024



Budget VS Actual by Expenditure Category 02/29/2024



[RETURN TO AGENDA](#)



COMMITTEE REPORTS

DEFERRED TO 6/26/24 BOARD MEETING



ACTION ITEM

Fiscal Year 2024-2025 Health Insurance Plan Renewal Recommendation



Action Item

To: CareerSource Central Florida Board of Directors
From: Executive Committee
Subject: CareerSource Central Florida – Employee Benefits
Date: April 26, 2024

Purposed Action:

The Executive Committee recommends to the CareerSource Central Florida (CSCF) Board of Directors to approve Florida Blue to remain as the healthcare provider for CareerSource Central Florida employees.

Background:

This memo is to serve as a summary of the results of CareerSource Central Florida's renewal and RFP of Medical benefits for the 2024/2025 plan year. The benefits broker, Gehring Group sent a request for proposal to the market on February 9, 2024, with all responses due by February 29, 2024. Below are the results of the bidding process.

Medical:

- The loss ratio for the Florida Blue plans (claims vs premiums) ran at 118% over the last 12-month period.
- There were several large claimants that factored into the renewal increase and several are predicted to be ongoing, including several cancer, and heart disease claims.
- The RFP bid request was sent to 4 medical carriers, Aetna, FMIT, UnitedHealthcare and Cigna. FMIT and Aetna did not provide quotes, stating they were not competitive. The initial proposed increased rates were as follows:
 - Florida Blue: 36.8%
 - UnitedHealthcare: 21%
 - Cigna's: 24%
- Based on the most current negotiations, Florida Blue is offering the lowest rates for comparable benefits at a 15.3% increase to current rates. United Healthcare's most competitive offer was 17.3%, while Cigna remained firm at 24% increase in premiums.
- The current annual cost of healthcare is \$3.4M. The 15.3% represents an increase of \$520K annually.
- To control cost and achieve a 15.3% renewal rate from Florida Blue, the plan required changes to deductibles and out of pocket maximums (detailed below).
- UnitedHealthcare's renewal of 17.3% allowed to maintain current plan structure, but a disruption analysis of the top 100 utilized providers revealed a 77% in network match.
- Staff will continue reviewing the plan structure and employer/employee cost contribution strategy.

Recommendation:

Executive Committee recommends the CSCF Board approve Florida Blue to remain as the healthcare provider for CareerSource Central Florida employees.

Approved

Executive Committee: 4/11/24



Current Benefits with Florida Blue

CURRENT

Schedule of Benefits	Florida Blue - BlueCare HMO 48	Florida Blue - BlueOptions - PPO 05904		Florida Blue - BlueCare HSA 122/123	Florida Blue - BlueOptions 05172/05173	
		In Network	Out of Network	In Network	In Network	Out of Network
Plan Year Deductible (PYD)						
Individual Deductible	\$1,500	\$1,500	\$3,000	\$2,000	\$2,000	\$2,000
Family Deductible	\$1,500 / \$3,000	\$1,500 / \$3,000	\$3,000 / \$6,000	\$4,000	\$4,000	\$4,000
Out of Pocket Maximum						
Single	\$3,000	\$3,000	\$6,000	\$2,000	\$2,000	\$4,000
Family Deductible (Ind/Fam)	\$3,000 / \$6,000	\$3,000 / \$6,000	\$6,000 / \$12,000	\$4,000	\$4,000	\$8,000 / \$16,000
Member Coinsurance	20%	20%	50%	0%	0%	20%
Non-Hospital Services						
Physician Office Visit Copay	\$35 Copay	\$35 Copay	50% after PYD	No Charge after PYD	No Charge after PYD	20% after PYD
Specialist Office Visit Copay	\$65 Copay	\$65 Copay	50% after PYD	No Charge after PYD	No Charge after PYD	20% after PYD
Virtual Visit Copay (PCP/Specialist)	No Charge/\$65	No Charge/\$65	Not Covered	No Charge after PYD	No Charge after PYD	Not Covered
Preventive Services	No Charge	No Charge	50%	No Charge	No Charge	20%
Laboratory Services / X-Ray IDTC	No Charge/\$50 Copay	No Charge/\$65 Copay	50% after PYD	No Charge after PYD	No Charge after PYD	20% after PYD
Advanced Imaging (MRI, PET, CT)	\$300 Copay	\$250 Copay	50% after PYD	No Charge after PYD	No Charge after PYD	20% after PYD
Urgent Care Center	\$75 Copay	\$75 Copay	\$75 Copay after PYD	No Charge after PYD	No Charge after PYD	No Charge after PYD
Hospital Services						
Inpatient Hospital Services	20% after PYD	20% after PYD	50% after PYD	No Charge after PYD	No Charge after PYD	20% after PYD
Outpatient Hospital Services/ASC	20% after PYD/\$250 Copay	20% after PYD	50% after PYD	No Charge after PYD	No Charge after PYD	20% after PYD
Physician Services at Hospital/ASC	20% after PYD/\$65 Copay	20% after PYD	20% after INN PYD/50% after PYD	No Charge after PYD	No Charge after PYD	No Charge after INN Ded/20% after PYD
Emergency Room (Per Visit)	\$250 Copay	\$250 Copay	\$250 Copay	No Charge after PYD	No Charge after PYD	No Charge after PYD
Mental Health/Substance Abuse						
Inpatient Hospital	No Charge	No Charge	50%	No Charge after PYD	No Charge after PYD	20% after PYD
Outpatient Services (OV/Other)	No Charge	No Charge	50%	No Charge after PYD	No Charge after PYD	20% after PYD
Prescription Drugs						
Generic Drugs	\$10	\$10	50%	No Charge after PYD	No Charge after PYD	50% after PYD
Formulary Drugs	\$50	\$50		No Charge after PYD	No Charge after PYD	
Non-Formulary Drugs	\$80	\$80		No Charge after PYD	No Charge after PYD	
Specialty Drugs	Tier 1-3	Tier 1-3		Tier 1-3 after PYD	Tier 1-3 after PYD	
Mail Order - 90 Day Supply	2.5x Retail Copay	2.5x Retail Copay		No Charge after PYD	No Charge after PYD	
Rates						

Proposed Benefits with Florida Blue



Meeting Details

Meeting Agenda

Welcome

Spotlight Story

Roll Call

Public Comment

Consent Agenda

Information/
Discussion/
Action Items

Other Business

Adjournment

OTHER BUSINESS



REMINDER:

NEXT BOARD MEETING SCHEDULED FOR:

WEDNESDAY, JUNE 26, 2024

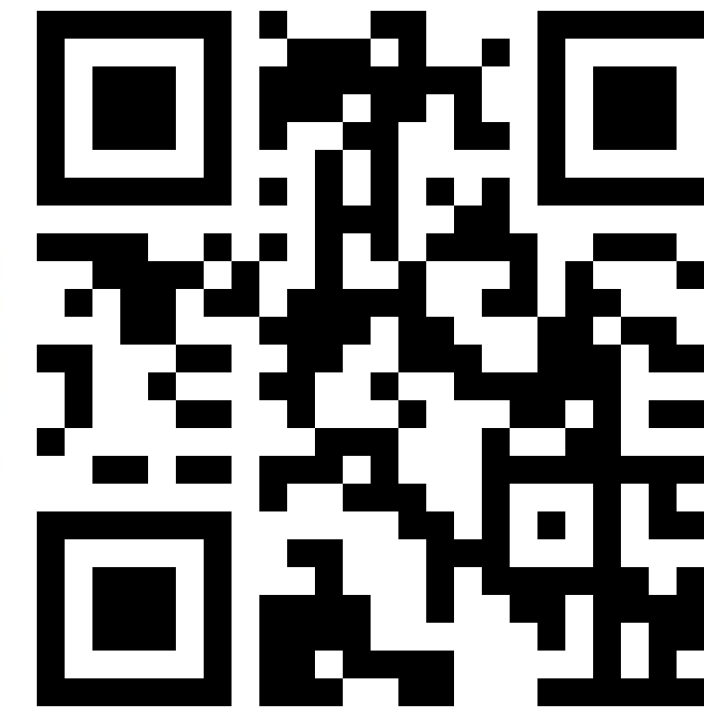
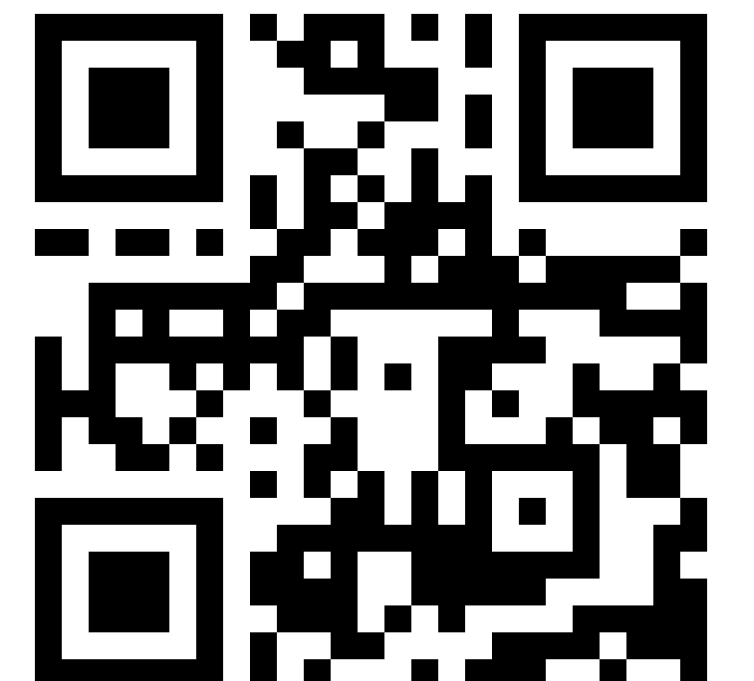
AT

4ROOTS FARM

UPDATED CALENDAR INVITE WILL BE SENT OUT



CONNECT WITH US



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



Meeting Details

Meeting Agenda

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Other Business

▶ **Adjournment**

ADJOURNMENT



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THANK YOU

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