

Board of Directors Meeting

April 28, 2022



Meeting Details

Meeting Agenda

Welcome

Spotlight Story

Roll Call

Public Comment

Consent Agenda

Information/
Discussion/
Action Items

Other Business

Adjournment

4/28/22 BOARD OF DIRECTORS MEETING DETAILS**What:** Board of Directors Meeting**When:** Thursday, April 28, 2022
9:00 a.m. – 10:30 a.m.**Where:** Disney's Yacht Club / Convention Center Building (Asbury Hall B & C)
1700 Epcot Resorts Blvd.
Lake Buena Vista, FL 32830
or

Virtual Option via Zoom (for Board Meeting portion only):

Link: <https://careersourcecf.zoom.us/j/84448674587?pwd=Zk5jaUZFa29MSmk5TXdBTDNvYkFnQT09>

Dial In: 1 (929) 205-6099 / Meeting ID: 844 4867 4587

Passcode: 583997

4/28/22 BOARD OF DIRECTORS MEETING AGENDA

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Agenda Item	Topic	Presenter	Action Item
1.	Welcome	Jody Wood	
2.	CSCF Spotlight Story	Mimi Coenen	
3.	Roll Call / Establishment of Quorum	Kaz Kasal	
4.	Public Comment		
5.	Consent Agenda	Jody Wood	X
	A. 2/24/22 Board Meeting Draft Minutes		
	B. Committee Actions		
	1) Case Management/Training System (Finance)		
	2) FY 2022-2023 Health Insurance Plan Renewal Update (Finance)		
6.	Information / Discussion / Action Items		
	A. Chair's Report	Jody Wood	
	B. Finance Report	Eric Ushkowitz	
	C. Committee Reports		
	1) Executive (met on 4/22/22)	Jody Wood	
	2) <i>Audit (no meetings scheduled)</i>	Sheri Olson	
	3) <i>Career Services (meeting 5/19/22)</i>	Andrew Albu	
	4) <i>Community Engagement (meeting on 5/12/22)</i>	David Sprinkle	
	5) <i>Facilities Ad Hoc (no meeting scheduled)</i>	Matt Walton	
	6) Finance (met on 4/20/22)	Eric Ushkowitz	
	a) Temporary Staffing & Payroll Services		X
	b) Retirement/Healthcare Benefits Broker		X
	7) <i>Governance (meeting on 5/25/22)</i>	Richard Sweat	
	8) Revenue Diversity & New Markets (met on 3/21/22)	Eric Jackson	
7.	Other Business		
8.	Adjournment		

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Upcoming Meetings:

Consortium & Board Meeting	6/23/22	9:00 a.m. - 11:00 a.m.
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Committee Meetings:

- Community Engagement	5/12/22	3:00 p.m. – 4:30 p.m.
- Career Services	5/19/22	9:00 a.m. – 10:30 a.m.
- Governance	5/25/22	3:00 p.m. – 4:30 p.m.
- Budget Workshop	5/26/22	2:00 p.m. – 4:00 p.m.
- Revenue Diversity & New Markets	6/1/22	2:00 p.m. – 3:30 p.m.
- Finance	6/8/22	2:30 p.m. – 4:00 p.m.
- Executive	6/16/22	2:00 p.m. - 3:30 p.m.

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WELCOME



Special Thanks to our Host:

The Disney logo is rendered in its iconic black script font, featuring a large, stylized 'D' and a cursive 'y'.

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► **Spotlight Story**

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SPOTLIGHT STORY



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ROLL CALL



Meeting Details

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PUBLIC COMMENT



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CONSENT AGENDA



Draft Minutes of 2/24/22 Board Meeting

DRAFT
Board of Directors Meeting
Thursday, February 24, 2022, 9:00 a.m.

MINUTES

MEMBERS PRESENT: Jody Wood, Andrew Albu, Kari Conley, Gui Cunha, Keira des Anges, Sean Donnelly, Wendy Ford, Mark Havard, Jeff Hayward, Shawn Hindle, Eric Jackson, Brooke Morris, Sheri Olson, Bryan Orr, Renee Quintanilla, Charles Scherer, Stella Siracuza, David Sprinkle, Richard Sweat, Eric Ushkowitz, Maria Vazquez and Matt Walton

MEMBERS ABSENT: Wendy Brandon, Glen Casel, Jessie Dziomey-Lukash, John Gill, John Gyllin, Manuel Rascon, Joseph Richardson and DeAnna Thomas

STAFF PRESENT: Pam Nabors, Leo Alvarez, Becca Bides, Lorri Shaban, Dyana Burke, Steven Nguyen, Nilda Blanco, Cliff Marvin, Sean Masherella, Carla Sosa, Vanessa Nogueira, and Kaz Kasal

GUESTS PRESENT: Richard Chapa / Disney Parks, Experiences & Products; Heather Ramos / GrayRobinson

Agenda Item	Topic	Action Item / Follow Up Item
1	Welcome <ul style="list-style-type: none"> Ms. Wood, Board Chair, called meeting to order at 9:07 am and welcomed attendees. Mr. Havard, Director of Human Resources, Hyatt Regency Orlando and CSCF Board Member, provided an overview of the hotel. 	
2	CSCF Spotlight Story <ul style="list-style-type: none"> Mr. Havard relayed his successful experience with the 2021 Summer Youth Program and the two interns, who were both dedicated and motivated, his company ended up hiring. 	
4	Board Recognition <ul style="list-style-type: none"> Recognized Mr. Steve Ball and Ms. Brooke Morris for their service on the Board. 	
5	Roll Call / Establishment of Quorum <ul style="list-style-type: none"> Ms. Kasal, Executive Coordinator, reported a quorum present. 	
6	Public Comment <ul style="list-style-type: none"> None offered. 	
6	Consent Agenda <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 12/16/21 Board Meeting Acceptance of 2CFR 200 Audit Report (Audit) Procurement Approvals: <ul style="list-style-type: none"> Audit Services (Audit) MFD Copier Replacement (Finance) Laptop/Docking Station Replacement (Finance) 	Mr. Jackson made a motion to approve all items on the consent agenda. Mr. Walton seconded; motion passed unanimously.

	<ul style="list-style-type: none"> - Policy Approval: <ul style="list-style-type: none"> o Local Government Policy #WIOA 18 (Executive) - Budget Adjustment (Finance) - Transfer of WIOA Adult/DW Funding (Finance) 	
8	<p>Information / Discussion</p> <p><u>Chair's Report:</u></p> <ul style="list-style-type: none"> • Attending the NAWB (National Association of Workforce Boards) Forum scheduled for April 2022. Mr. Sweat and Mr. Hayward will be attending as well. • Strategic Retreat occurring 4/28/22. Mr. Chapa will speak later in today's agenda to share objectives of the Retreat. • Encouraged the CSCF Board to engage in a CSCF activity or contribute. • Board Orientation training immediately follows today's meeting. Per new, approved Board Governance Policy, all board members are now required to take as a refresher this training on an annual basis. <p><u>President's Report</u></p> <ul style="list-style-type: none"> • Ms. Nabors, President/CEO, provided highlights from the President's Report (attachment). • <u>Finance Report</u> <ul style="list-style-type: none"> - Mr. Alvarez, CFO, reviewed financials through 12/31/21 (attachment). <p><u>Committee Reports</u></p> <p><u>Executive:</u> Ms Wood, Executive Committee Chair, reported on the following:</p> <ul style="list-style-type: none"> • Met on 2/17/22. • Reviewed committee reports. • Approved moving the following action items to Board: <ul style="list-style-type: none"> o Action memo (attachment) recommending Board approval of vendor selection of Accelerate Program. As two CSCF Board Members work for Orange Tech and Valencia College respectively, which are included in the vendor selection, CSCF and DEO require that the contracts with a board member be approved by two-thirds vote of the board, a quorum having been established. <p>o Action memo (attachment) recommending Board approval of vendor selection of Explorer Program. As</p>	<p>Mr. Albu made a motion to approve proposed contract execution of the training providers, as presented, with a budget not to exceed \$500,000. Mr. Sprinkle seconded, with Dr. Vazquez abstaining; motion passed unanimously.</p> <p>Mr. Walton made a motion to approve proposed contract</p>



	<p>three CSCF Board Members work for Orange Tech, Valencia College and Lake Tech respectively, which are included in the vendor selection, CSCF and DEO require that the contracts with a board member be approved by two-thirds vote of the Board, a quorum having been established.</p> <p><u>Audit</u> Ms. Olson, Audit Committee Chair, reported on the following:</p> <ul style="list-style-type: none"> • Met on 2/8/22 with Finance Committee • Reviewed: <ul style="list-style-type: none"> – Audit results from Grau & Associates for year ending 6/30/21: clean audit, no findings. – DEO Monitoring results, clean audit. – Audit Services procurement results, with recommendation for Board approval of Cherry Bekaert CPAs & Advisors, which Board approved under today's Consent Agenda. <p><u>Career Services</u> Mr. Albu, Career Services Committee Chair, reported on the following:</p> <ul style="list-style-type: none"> • Met on 1/27/22 • Reviewed: <ul style="list-style-type: none"> – Scorecard thru 2nd quarter (7/1/21 thru 12/31/21). – Summer Youth Program 2022: timeline and goals. – Insight on hidden talent pipeline and opportunities to better connect and match jobs with this population. – ITA cap to \$7,000 (from \$5,000) – effective 1/1/22. <p><u>Community Engagement</u> Mr. Sprinkle, Community Engagement Committee Chair, stated Committee is scheduled to meet on 3/10/22. Results from the community engagement survey will be reviewed and brought to Board in April.</p> <p><u>Finance Committee</u> Mr. Ushkowitz, Finance Committee Chair, reported on the following:</p> <ul style="list-style-type: none"> • Met on 2/8/22 with Audit Committee. • Reviewed financials through 12/31/21. • Retirement plan results – clean report, no issues. • Following approved under today's Consent Agenda: <ul style="list-style-type: none"> ◦ MFD Copier Replacement procurement results, with recommendation for Board to approve Sissine's 	<p>execution of the training providers, as presented. Mr. Jackson seconded with Dr. Vazquez abstaining; motion passed unanimously.</p>
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	<ul style="list-style-type: none"> o Laptop/Docking Station Replacement results, with recommendation for Board to approve negotiation with HI and CDW-G. o Budget Adjustment, with recommendation for Board to approve additional funding from \$42M to \$45M o Transfer of WIOA Adult/DW Funding, with recommendation for Board to approve add transfer of funds flexibility between WIOA Adult and Dislocated Worker. <p><u>Governance</u> Mr. Sweat, Governance Committee Chair, reported on the following:</p> <ul style="list-style-type: none"> • Met on 2/3/22. • Reviewed Board composition and demographics. • Most Board demographics reflect the demographics of the Region. • Reviewed update on enterprise risks and strategies moving forward. <p><u>Revenue Diversity</u> Mr. Jackson, Revenue Diversity Ad Hoc Committee Chair, stated Committee is scheduled to meet on 3/21/22.</p> <p><u>CareerSource Central Florida – 2020-2021 Annual Performance</u></p> <ul style="list-style-type: none"> • Mr. Charles Williams, Department of Economic Opportunity's Workforce Programs Administrator, provided an overview of CSCF's performance for FY 2020-2021 (attachment). 	
9	<p><u>Insight Strategic Retreat Preview</u> Mr. Richard Chapa, Senior Manager, Executive and Leadership Development, Disney Parks, Experiences & Products provided a preview of the 4/28/22 Board Retreat to include goals, objectives and some pre-work for Board to complete in advance to the Retreat (attachment).</p>	
10	<p><u>Other Business</u> None offered.</p>	
7	<p><u>Adjournment</u> Meeting adjourned at 10:51 am.</p>	

Respectfully submitted,

Kaz Kasal
Executive Coordinator

Committee Actions

Action Item

To: CareerSource Central Florida Board of Directors
From: Finance Committee
Subject: Case Management/Training System RFP Review Team Results and Recommendation
Date: April 28, 2022

Purpose:

The purpose of this memo is to provide a summary of CareerSource Central Florida's procurement process for Case Management/Training System software. Based on the responses received and Review Team's input, the Finance Committee is making a recommendation to complete negotiations with the selected firm.

Background:

The purpose of this Request for Proposals (RFP) is to identify a vendor to provide a content-rich, user-friendly, customizable case management system integrated with a learning/training platform with the tools and functionality that will provide CareerSource Central Florida (CSCF) the ability to track and update participant skills (both occupational and soft skills), conduct assessments, offer career consulting, and support case management. The RFP was released via the company website for a 24-day duration beginning March 11, 2022, with a bid closing date of April 4, 2022, in conjunction with publishing a legal notice in Orlando Sentinel. The RFP was based on specifications developed by the CareerSource team.

Advance notification of legal notice publication for the case management/training system RFP was provided to thirty-one (31) firm representatives deemed capable of providing a case management/training system. Proposals were submitted by the following: (1) Career Edge, (2) Geographic Solutions.

The Review Team reviewed submitted proposals then met. Each team member provided individual scores for each Proposer. Based on the average scores below is the ranking of the proposals:

SUMMARY OF EVALUATED - RANK BY PROPOSER	
Proposer Name	
Career Edge	Geographic Solutions

Ranking

1

2

Action:

The Finance Committee is recommending that approval be granted to negotiate with the highest evaluated proposer: Career Edge

Approved:
Finance Committee: 4/20/22

RETURN TO AGENDA



Action Item

To: CareerSource Central Florida Board of Directors
From: Finance Committee
Subject: CareerSource Central Florida – Employee Benefits
Date: April 28, 2022

Purpose:

To provide an update to the CareerSource Central Florida Board of Directors regarding the Fiscal Year 2022-2023 employee health benefits renewal.

Background:

CareerSource Central Florida staff met with the health benefits broker, OneDigital to discuss medical benefit renewal options. CareerSource Central Florida changed providers last year, moving the plan from CIGNA to FL Blue. The goal of the renewal process was to negotiate a favorable rate and limit the disruption of changing plans after one year. Below is a summary of the renewal process:

Medical:

- The loss ratio for the Florida Blue plans (claims vs premiums) ran at 85% over the last 6-month period (7/1/21-12/31/21). When combined with the Cigna plan, the loss ratio for the last 12-month period ran at 104.6% (1/1/21 – 12/31/21)
- There were several large claimants that factored into the renewal increase and several are predicted to be ongoing, including three cancer claimants. Four new large claimants emerged after the renewal was delivered.
- Cigna's initial renewal called for a 7.3% increase, which OneDigital was able to negotiate to a 4.1% increase for the current plan design options.
- CSCF and One Digital met with Florida Blue to further negotiate rates and explore ways to further enhance services to employees based on first year experiences.
- To retain the business, Florida Blue offered a final renewal increase of 2% with no change to current plans
- The 2% renewal increase amounts to approximately \$58k annually.

Dental and Vision:

- MetLife's initial dental plan increase was a 4.5%, and OneDigital negotiated to no increase for dental
- The Vision insurance plan is in a two-year rate guarantee with MetLife
- Life and Disability insurance plans are in a two-year rate guarantee with The Hartford

Action:

1. The Finance Committee recommends selecting Florida Blue as CSCF's healthcare provider with a 2% increase in rates from prior year.
2. The Finance Committee recommends selecting MetLife for CSCF's dental and vision and The Hartford for CSCF's Life and Disability coverage at the same rates as prior year.

PROVIDER	Florida Blue	Florida Blue	Florida Blue	Florida Blue
PLAN TYPE	BlueCare H S A 122123	BlueOptions 05172051731 H S A	BlueCare 48	BlueOptions 05604
	BlueCare HMO	BlueOptions H S A	BlueCare HMO	BlueOptions PPO
IN-NETWORK				
DEDUCTIBLE & MAXIMUMS				
Calendar Year Deductible (Individual/Family)	\$2,000/\$4,000	\$2,000/\$4,000	\$1,500/\$3,000	\$1,500/\$3,000
Coinsurance (partner/Individual)	100%/0%	100%/0%	80%/20%	80%/20%
Calendar Year Out of Pocket Maximum (Individual/Family)	\$4,000/\$8,000	\$4,000/\$8,000	\$3,000/\$6,000	\$3,000/\$6,000
Out of Pocket Maximum Includes	Deductible, Coinsurance, Copays	Deductible, Coinsurance, Copays	Deductible, Coinsurance, Copays	Deductible, Coinsurance, Copays
Lifetime Maximum	Unlimited	Unlimited	Unlimited	Unlimited
PHYSICIAN SERVICES				
Primary Care Office Visit	0% after deductible	0% after deductible	Value Choice \$0 copay; All other \$35 copay	Value Choice \$0 copay; All other \$35 copay
Specialist Office Visit	0% after deductible	0% after deductible	Value Choice \$20 copay; All other \$65 copay	Value Choice \$20 copay; All other \$65 copay
Preventive Care (services defined by center)	100% Covered	100% Covered	100% Covered	100% Covered
HOSPITAL SERVICES				
Inpatient Hospitalization	0% after deductible	0% after deductible	20% after deductible	20% after deductible
Outpatient Surgery	0% after deductible	0% after deductible	Ambulatory Surgical Center- \$250 copay + Radiology, Pathology and Anesthesiology \$65 copay & Physician copay \$35/\$65; Outpatient Hospital- 20% after deductible	20% after deductible
DIAGNOSTIC SERVICES				
X-ray	0% after deductible	0% after deductible	Independent Clinical Lab- \$0; Value Choice Specialist- \$20 copay	Independent Clinical Lab- \$0; Value Choice Specialist- \$20 copay
Lab	0% after deductible	0% after deductible	Independent Diagnostic Facility- \$50 copay; Outpatient Hospital Facility- 20% after deductible	Independent Diagnostic Facility- \$65 copay; Outpatient Hospital Facility- 20% after deductible
MRI, CT Scan, Ultrasound	0% after deductible	0% after deductible	Independent Diagnostic Testing or Physician office \$300 copay; Outpatient Hospital Facility- 20% after deductible	Physician Office - \$450 copay; Independent Diagnostic Testing- \$250 copay; Outpatient Hospital Facility- 0% after deductible
EMERGENCY SERVICES				
Emergency Room Visit	0% after deductible	0% after deductible	\$250 copay	\$250 copay
Urgent Care Visit	0% after deductible	0% after deductible	Value Choice \$0 First 2 visits; All other \$75 copay	Value Choice \$0 First 2 visits; All other \$75 copay
OTHER BENEFITS				
Rx (Tier 1/Tier 2/Tier 3) Mail Order (Tier 1/Tier 2/Tier 3)	After Deductible; \$10/\$50/\$80 30 Day Supply; Mail Order 2.5X 90 Day Supply	After Deductible; \$10/\$50/\$80 30 Day Supply; Mail Order 2.5X 90 Day Supply	\$10/\$50/\$80 30 Day Supply \$25/\$125/\$200 90 Day Supply	\$10/\$50/\$80 30 Day Supply \$25/\$125/\$200 90 Day Supply
NON NETWORK				
Calendar Year Deductible (Individual/Family)	N/A	\$4,000/\$8,000	N/A	\$3,000/\$6,000
Coinsurance (partner/Individual)	N/A	80%/20%	N/A	50%/50%
Calendar Year Out of Pocket Maximum (Individual/Family)	N/A	\$8,000/\$16,000	N/A	\$8,000/\$12,000
Lifetime Maximum	N/A	Unlimited	N/A	Unlimited
Physician Office Visit	N/A	20% after deductible	N/A	50% after deductible
Inpatient Hospitalization	N/A	20% after deductible	N/A	50% after deductible
Outpatient Surgery	N/A	20% after deductible	N/A	50% after deductible
Diagnostic Services	N/A	20% after deductible	N/A	50% after deductible
Emergency Room Visit	0% after deductible	0% after deductible	\$250 copay	\$250 copay
PREMIUMS				
Current Employee Participation		# Enrolled	# Enrolled	# Enrolled
Employee		32	22	31
Employee + Spouse		4	4	8
Employee + Child(ren)		9	4	17
Employee + Family		10	3	10
Total Enrollment		55	33	66
Current Monthly Premiums*				
Employee		\$723.14	\$840.33	\$826.07
Employee + Spouse		\$1,498.59	\$1,799.54	\$1,966.05
Employee + Child(ren)		\$1,206.04	\$1,451.74	\$1,586.06
Employee + Family		\$2,014.90	\$2,419.55	\$2,643.43
Total Monthly Premiums		\$60,164	\$36,863	\$94,734
Total Annual Premiums		\$721,972	\$446,566	\$1,136,807
Total Annual Premiums (Combined)		\$2,896,360		
Renewal - Monthly Premiums*		2.076%	2.076%	2.076%
Employee		\$738.15	\$863.90	\$843.22
Employee + Spouse		\$1,529.70	\$1,836.90	\$2,006.87
Employee + Child(ren)		\$1,234.04	\$1,481.88	\$1,618.99
Employee + Family		\$2,056.73	\$2,469.78	\$2,698.31
Total Monthly Premiums		\$61,473	\$39,690	\$96,701
Total Annual Premiums		\$738,569	\$476,283	\$1,160,409
Total Annual Premiums (Combined)		\$2,896,666		
Variance in \$		\$58,302		
Variance in %		2.076%		

*Total increase: 7.2%

*N/A plan rates do not include \$4.00 PERM administrative fee

NOTE: This is not an insurance contract or benefit booklet. The above benefit summary is only a partial description of the many benefits and services covered by the insurance carrier. For a complete description of benefits and exclusions, please review the Benefits Booklet and Schedule of Benefits, its terms prevail.

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INFORMATION / DISCUSSION / ACTION ITEMS

Chair's Report

Jody Wood



Finance Report

Eric Ushkowitz



CSCF Budget FY 2021 - 2022		INDIRECT COST	RESEA	WIOA Adult	Youth	WIOA DW	WT	TAA	SNAP	WP	DVOP	LVER	Special Grants/ Other Awards	NEG COVID	Level Up Orange	Osceola CARES	At Risk Floridians	Project Opioid	UNRESTRICTED			
Funding Sources	Total Revenue		119	20	22	30	60	81	85	90	94	98										
Carry In Funds From FY 20 - 21	11,453,123		248,854	1,123,107	-	3,403,535	2,641,560	114,228	192,720	368,146	-	-			3,358,197	-	-					
FY 21 - 22 Award	51,791,304		741,973	5,979,028	4,834,994	6,061,887	7,105,664	98,958	610,000	2,511,320	108,700	143,615	514,176	7,000,000	10,300,000	750,000	2,500,000	2,530,990	-			
Award Total - Available Funds	63,244,428		990,827	7,102,135	4,834,994	9,465,422	9,747,224	213,186	802,720	2,879,466	108,700	143,615	514,176	10,358,197	10,300,000	750,000	2,500,000	2,530,990	-			
LESS planned Carryover For FY 22 - 23	(18,244,428)	-	(1,600,000)	(644,428)	(3,000,000)	(1,500,000)	-	-	-	-		-	-	(7,500,000)	(500,000)	(2,000,000)	(1,500,000)	-				
Total Available Funds Budgeted	45,000,000	990,827	5,502,135	4,190,566	6,465,422	8,247,224	213,186	802,720	2,879,466	108,700	143,615	514,176	10,358,197	2,800,000	250,000	500,000	1,030,990	-	Actual Expenditures	% of Expenditures		
PROGRAM	Authorized Budget																					
Salaries/Benefits	17,193,000	1,484,918	457,157	3,190,823	1,503,284	333,399	1,836,338	4,454	484,316	388,470	94,079	88,632	131,301	838,587	109,070	-	-	233,869	117,898	11,405,665	66.3%	
Program Services	21,000,000	656	792	2,286,109	1,158,696	1,041,919	1,960,385	42,936	1,082	2,907	2,239	2,134	287,725	2,521,662	277	-	-	96,245	154	9,406,195	44.8%	
Professional Services	1,315,000	206,634	12,362	90,436	44,546	8,786	47,544	494	13,485	43,652	9,694	8,182	5,326	24,283	2,397	-	-	6,131	30,963	563,444	42.8%	
Outreach	500,000	14,790	5,656	65,439	42,090	3,624	23,364	194	6,134	18,507	4,908	9,824	908	29,281	663	-	-	18,798	281	245,125	49.0%	
Infrastructure/Maintenance & Related Cost	3,000,000	127,499	17,401	148,128	63,842	11,701	69,719	690	18,993	1,200,437	11,899	19,563	2,880	36,215	2,975	-	-	8,884	55,018	1,798,821	60.0%	
IT Cost/Network Expenses	1,587,000	88,458	30,112	217,320	104,179	20,984	97,069	1,310	32,569	104,631	20,988	20,024	28,082	57,629	46,177	-	-	13,584	10,389	939,683	59.2%	
Staff Development & Capacity Building	405,000	50,170	5,125	72,660	20,133	3,633	21,813	196	5,984	20,886	4,803	4,064	760	11,382	1,391	-	-	3,003	37,749	265,178	65.5%	
Indirect Cost (10%)		(2,076,042)	52,819	607,302	284,598	87,170	395,275	5,027	59,126	69,491	14,860	14,844	45,471	360,106	16,305	-	-	38,090	25,556			
EXPENDITURES	45,000,000	(102,917)	581,425	6,678,216	3,221,370	1,511,216	4,451,508	55,301	621,688	1,848,981	163,470	167,267	502,454	3,879,146	179,255	-	-	418,605	278,010	24,624,111	54.7%	
TOTAL AVAILABLE FUNDS	20,375,889	102,917	405,701	(189,803)	813,397	3,794,928	3,780,745	157,773	178,100	1,110,588	(37,633)	(25,398)	75,071	6,479,051	2,620,745	250,000	500,000	1,030,990	(278,010)			
% OF FUNDS EXPENDED BY GRANT	54.7%		59.1%	103.4%	80.6%	41.3%	54.2%	26.0%	77.8%	61.4%	134.6%	117.7%	85.4%	37.5%	6.4%	0.0%	0.0%	0.0%	#DIV/0!			
% OF FUNDS EXPENDED (INCLUDING OBLIGATIONS)	61.0%																					
TRAINING OBLIGATIONS	\$	% of Budget																				
Training Expenditures as of 03/31/22	9,406,195	A	44.8%	A- The states 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)	2,823,715		13.4%																			
Total Training & Expenditures	12,229,910		58.2%	B - The state mandates that total administrative cost are not to exceed 10% of total cost.																		

CareerSource Central Florida
Current Year Budget and 2 yr Expenditure Comparison
As of 03/31/22

	CY	PY	\$	%
Funding Sources	Revenue	Revenue	Difference	Difference
Carry In Funds From FY 20 - 21	11,453,123	10,000,000	1,453,123	
FY 21 - 21 Award	51,791,304	40,500,000	11,291,304	
Award Total - Available Funds	63,244,427	50,500,000	12,744,427	
LESS planned Carryover For FY 22 - 23	(18,244,427)	(8,000,000)	(10,244,427)	
Total Available Funds Budgeted	45,000,000	42,500,000	2,500,000	5.9%

	Budget	CY Expenditures	PY Expenditures	\$ Difference	% Difference
Salaries/Benefits	17,193,000	11,296,595	10,164,585	1,132,010	11.1%
Career & Youth Services	21,000,000	9,405,918	16,601,903	(7,195,985)	-43.3%
Professional Fees	1,315,000	554,916	1,169,301	(614,385)	-52.5%
Outreach	500,000	244,463	310,569	(66,106)	-21.3%
Infrastructure/Maintenance & Related Cost	3,000,000	1,795,846	1,712,654	83,192	4.9%
IT Cost/Network Expenses	1,587,000	893,505	928,266	(34,761)	-3.7%
Staff Development & Capacity Building	405,000	263,786	156,790	106,996	68.2%
TOTAL EXPENDITURES	45,000,000	24,455,029	31,044,068	(6,589,039)	-21.2%

	BUDGET	CY ACTUAL	PY ACTUAL
ITA %	30.0%	40.0%	47.8%
ADMINISTRATIVE COST %	10.0%	9.0%	8.6%

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REPORTS BY COMMITTEE CHAIR

Executive

Audit

Career Services

Community Engagement

Facilities Ad Hoc

Finance

Governance

Revenue Diversity & New Markets

Jody Wood

Sheri Olson

Andrew Albu

David Sprinkle

Matt Walton

Eric Ushkowitz

Richard Sweat

Eric Jackson

Action Item

To: CareerSource Central Florida Board of Directors
From: Finance Committee
Subject: Temporary Staffing & Payroll Services RFP Review Team Results and Recommendation
Date: April 28, 2022

Purpose:

The purpose of this memo is to provide a summary of CareerSource Central Florida's procurement process for temporary staffing and payroll services. Based on the responses received, the Finance Committee is making a recommendation to complete negotiations with the selected firms.

Background:

The purpose of this Request for Proposals (RFP) is to solicit proposals from qualified organizations interested in contracting to provide temporary staffing and payroll services. Selected Proposer will perform the role of employer of record for temporary employment opportunities for CareerSource Central Florida, as part of its training strategies for job seekers. The RFP was released via the company website for a 48-day duration beginning January 11, 2022, with a bid closing date of February 28, 2022, in conjunction with publishing a legal notice in Orlando Sentinel. The RFP was based on specifications developed by the CareerSource team.

Advance notification of legal notice publication for temporary staffing & payroll services RFP was provided to twenty-four (24) vendors capable of providing temporary staffing & payroll services. Proposals were submitted by the following: (1) 22nd Century Technologies, (2) Advantage XPO, (3) Abacus Staffing, (4) Apple One (5) Atrium Payroll Services (6) Express Employment Professionals (7) Manpower (8) Spectrum Industries, LLC (9) The Reserves Network (10) Worker Bees Staffing and (11) GL Staffing.

The Review Team reviewed submitted proposals then met. Each team member provided individual scores for each Proposer. Based on the average scores below are the top three proposals:

SUMMARY OF EVALUATED - RANK BY PROPOSER		
<i>Proposer Name</i>		
Manpower	22 nd Century	Apple One

The Finance Committee voted and approved to interview the top three evaluated proposers for Temporary Staffing & Payroll Services. Subsequent to the Finance Committee meeting staff interviewed the top three evaluated proposers for a final recommendation.

Action:

The Finance Committee and staff are recommending that approval be granted to negotiate and contract with the two highest evaluated proposers: Manpower & Apple One

Approved:
Finance Committee: 4/20/22

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Action Item

To: CareerSource Central Florida Board of Directors
From: Finance Committee
Subject: Retirement Plan/Healthcare & Employee Benefits Broker Services RFP Review Team Results and Recommendation
Date: April 28, 2022

Purpose:

The purpose of this memo is to provide a summary of CareerSource Central Florida's procurement process Retirement Plan/Healthcare and Employee Benefits Broker Services. Based on the responses received the Finance Committee is making a recommendation to complete negotiations with the selected firm.

Background:

The purpose of this Request for Proposals (RFP) is to solicit proposals from qualified organizations interested in contracting with CSCF to provide a retirement plan investment advisor and plan consultant to provide services including investment advice on the selection and monitoring of appropriate asset classes and investment options and general plan consulting. In addition to the retirement plan broker services, CSCF is soliciting proposals from innovative insurance brokerage companies who specialize in guiding organizations through the complexities of healthcare and other employee benefits. The RFP was released via the company website for a 22-day duration beginning March 22, 2022, with a bid closing date of April 13, 2022, in conjunction with publishing a legal notice in Orlando Sentinel. The RFP was based on specifications developed by the CareerSource team.

Advance notification of legal notice publication for the Retirement Plan/Healthcare and Employee Benefits Broker Services RFP was provided to twenty-three (23) firm representatives deemed capable of providing these services. Proposals were submitted by the following: (1) Dickinson Wealth Services-Raymond James Financial (2) BCA Investment Advisors (3) Brown & Brown of Florida Inc. (4) Gehring Group (5) Protocol Health (6) Qualified Advisory Group-Ameriprise Financial Services (7) Sage View Advisory Group (8) One Digital and (9) NFP Retirement Inc.

The Review Team reviewed submitted proposals then met. Each team member provided individual scores for each Proposer. Based on the average scores below are the top two proposals:

SUMMARY OF EVALUATED - RANK BY PROPOSER	
Proposer Name	
One Digital	Gehring Group

The Finance Committee voted and approved to select One Digital for Retirement Broker Services and to interview the top two evaluated proposers for employee benefits broker. Subsequent to the Finance Committee meeting staff interviewed the top two evaluated proposers for employee benefits broker for a final recommendation.

Action:

The Finance Committee and staff are recommending that approval be granted to negotiate and contract with the highest evaluated proposer: One Digital, for both Retirement Broker Services and Employee Benefits.

Approved:
Finance Committee: 4/20/22

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Meeting Details

Meeting Agenda

Welcome

Spotlight Story

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Information/
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Other Business

Adjournment

OTHER BUSINESS

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► **Adjournment**

ADJOURNMENT

THANK YOU!



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