



**DRAFT
Board of Directors Meeting**

Thursday, May 28, 2020, 8:30 a.m.

MINUTES

MEMBERS PRESENT: Mark Wylie, Orlando Alancastro, Andrew Albu, Paul Bough, Wendy Brandon, Keira des Anges, Wendy Ford, Nicole Guillet, John Gyllin, Mark Havard, Jeff Hayward, Sheri Olson, Bryan Orr, Jim Sullivan, Richard Sweat, Jane Trnka, Eric Ushkowitz, Larry Walter, Matt Walton and Sharron Washington

MEMBERS ABSENT: Steve Ball, Glen Casel, Diane Culpepper, John Gill, Eric Jackson, Kathleen Plinske, David Sprinkle, Al Trombetta, Daniel Turlington, Christopher Wilson, and Jody Wood

STAFF PRESENT: Pam Nabors, Mimi Coenen, Leo Alvarez, Lisa Burby, Dyana Burke, Steven Nguyen, Nilda Blanco, Cliff Marvin, Michelle Tincher, Jason Lietz, Carla Sosa, and Kaz Kasal

GUESTS PRESENT: Thomas Wilkes, Heather Ramos / GrayRobinson

Agenda Item	Topic	Action Item / Follow Up Item
1	Welcome <ul style="list-style-type: none"> Mr. Wylie, Board Chair, called meeting to order at 8:34 am and welcomed attendees. 	
2	Roll Call / Establishment of Quorum <ul style="list-style-type: none"> Ms. Kasal, Executive Coordinator, reported a quorum present. 	
3	Public Comment <ul style="list-style-type: none"> None offered. 	
4	Consent Agenda <ul style="list-style-type: none"> Mr. Wylie asked 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 4/30/20 Board Meeting 	Mr. Walter made a motion to approve all items on the consent agenda. Mr. Alancastro seconded; motion passed unanimously.
5	Information / Action Items <u>Spotlight Story</u> Viewed video clip from Andrea Martinez, a Youth program participant who thanked CSCF for their support getting her into the medical assistant program at Winter Park Orange Technical College. <u>CSCF Reopening Plan</u> Reviewed CSCF's activities and safety-focused reopening plans in reponse to ongoing COVID-19 crisis (attachment), covering following key areas: <ul style="list-style-type: none"> Unemployment impact per county. 	

	<ul style="list-style-type: none"> • Overview of CSCF’s virtual service delivery activities that have supported those individuals and businesses impacted by COVID-19. • CSCF support to DEO on reemployment application process. • Overview of phased approach and projected timeline. <ul style="list-style-type: none"> – Phase 2 (medium human interaction) beginning on 6/1/20 with reopening of Lake, Southeast Orange, Seminole centers and Admin office. • Overview of safety protocols implemented and in alignment with Orange County Task Force and public health officials. <p><u>West Orange and Osceola Centers:</u></p> <ul style="list-style-type: none"> • Mr. Alvarez provided status of West Orange office move to West Oaks Mall; projected open date in August 2020. • Projected timeframe for reopening of Osceola center end June / early July, or an interim alternate space by mid-July. <p>Staff will continue to update Board on progress of reopening activities.</p>	
7	<p>Other Business</p> <ul style="list-style-type: none"> • Ms. Ramos, GrayRobinson (CSCF Attorney), provided an update on CSCF’s Subgrantee Agreement between DEO and CSCF. DEO provided a new final draft that needs to be signed and submitted by 7/17/20. Ms. Nabors has been in communication with the county attorneys within CSCF’s region and recirculating final draft for their concurrence to updated terms. • Board Members provided comments and updates on activities occurring within their own companies and organizations. 	
8	<p>Adjournment</p> <ul style="list-style-type: none"> • Meeting adjourned at 9:42 am. 	

Respectfully submitted,

Kaz Kasal
Executive Coordinator