



What: Workforce Investment Consortium & Board of Directors Meeting
When: Thursday, June 20, 2019
 9:00 a.m. – 11:00 a.m.
Where: Clermont Arts & Recreation Center – 3700 South Highway 27, Clermont, FL 34711
 (Clermont Room– go through South Entrance and to the right)
Virtual: GoToMeeting (remote attendees):
 ➤ <https://global.gotomeeting.com/join/802528541>
 ➤ **1 866 899 4679 / Access Code: 802-528-541**
Board Priorities: Analyze the Business | Engage the Talent

Agenda Item	Topic	Presenter	Action Item
1.	Welcome	Commissioner Campione / Debbie Clements	
	A. City of Clermont	Darren Gray City Manager, City of Clermont	
2.	CSCF Spotlight Story	Debbie Clements	
3.	Board Recognition	Commissioner Campione	
4.	Roll Call / Establishment of Quorum	Kaz Kasal	
5.	Public Comment		
6.	Approval of Minutes		
	A. 12/13/18 Consortium & Board Joint Meeting (Board approved at its 2/7/19 meeting)		
	➤ Consortium	Commissioner Campione	X
	B. 4/25/19 Board Meeting		
	➤ Board	Debbie Clements	X
7.	Appointments of CSCF Board		
	➤ Consortium	Commissioner Campione	
8.	Approval of the 2019-2020 Budget & Strategic Plan		
	➤ Board	Debbie Clements	X
	➤ Consortium	Commissioner Campione	X
9.	Adjournment of the Consortium	Commissioner Campione	

Agenda Item	Topic	Presenter	Action Item
10.	Board Information / Action Items		
	A. Chair's Report	Debbie Clements	
	B. President's Report	Pamela Nabors	
	C. Finance Report	Eric Ushkowitz	
	D. Committee Reports	Committee Chairs	
	1) Executive	Debbie Clements	
	a) West Oaks		X
	2) Revenue Diversity Ad Hoc	Eric Jackson	
	3) Audit	Larry Walter	
	4) Community Engagement	Jody Wood	
	5) Finance	Eric Ushkowitz	
	6) Governance	Mark Wylie	
	a) Slate of Officers		X
	7) Career Services	Dr. Kathleen Plinske	
11.	Insight		
	A. Gig Economy in Florida's Workforce System	Warren Davis Policy Analyst CareerSource Florida	
12.	Other Business		
13.	Adjournment		

###

Upcoming Meetings: Please see attached Board and Committee Meeting Schedule for FY 19-20

DRAFT

**Consortium and Board of Directors Meeting
Seminole State College/Heathrow Campus (Room 138)
1055 AAA Drive, Heathrow, FL**

**Thursday, December 13, 2018
9:00 a.m.**

MINUTES

CONSORTIUM MEMBERS PRESENT: Leslie Campione, Brandon Arrington, Al Butler and Lee Constantine

CONSORTIUM MEMBERS ABSENT: Mayor Demings

BOARD MEMBERS PRESENT: Debbie Clements, Andrew Albu, Steve Ball, William D'Aiuto, Keira des Anges, John Gill, Nicole Guillet, John Gyllin, Mark Havard, Eric Jackson, Leland Madsen, Sheri Olson, Kathleen Plinske, David Sprinkle, Jim Sullivan, Richard Sweat, Jane Trnka, Eric Ushkowitz, Jody Wood, Matt Walton and Mark Wylie

BOARD MEMBERS ABSENT: Greg Beliveau, Paul Bough, Wendy Brandon, Glen Casal, Jeff Hayward, John Pittman, Al Trombetta and Larry Walter

STAFF PRESENT: Pam Nabors, Mimi Coenen, Leo Alvarez, Lisa Burby, Nilda Blanco, Steven Nguyen, Alexis Echeverria, Terrence Hightower, Sean Masherella, Kristine Concepcion, Darlene Davis, Janet Saunders and Kaz Kasal

GUESTS PRESENT: Cora Miles-Powell and Michael Powell / Powell Fire Sprinkler System, Inc.; Georgia Lorenz / Seminole State College; Debbie Rodriguez / iBuild Central Florida; Tim Smith / Wharton-Smith; Arlene Hanson/Department of Economic Opportunity; Andrew Mai / Osceola County; Belinda Kirkegard / City of Kissimmee; David Ramos / Avionica; Yvette Hernandez / Goodwill Industries of Central Florida; and Thomas Wilkes / GrayRobinson

Agenda Item	Topic	Action Item / Follow Up Item
Business Matters for the Consortium		
1	Welcome <ul style="list-style-type: none"> Ms. Clements, CSCF Board Chair, called meeting to order at 9:11 am. Dr. Georgia Lorenz, President, Seminole State College, provided a brief overview of Seminole State College. 	
2	CSCF Spotlight Story <ul style="list-style-type: none"> Mr. and Ms. Powell, Powell Fire Spinkler System, Inc., provided a success story on how CSCF's recruitment and On-the-Job Training support resulted in filling a key position at their company. 	

Agenda Item	Topic	Action Item / Follow Up Item
Business Matters for the Consortium		
3	Roll Call / Establishment of Quorum <ul style="list-style-type: none"> Ms. Kasal reported quorum present on both Consortium and Board. 	
4	Public Comment <ul style="list-style-type: none"> None offered. 	
5	Approval of Minutes Commissioner Campione, Acting Chair, asked for approved of minutes from following meeting: <ul style="list-style-type: none"> 6/21/18 Consortium Meeting 	Commissioner Butler made a motion to approve the minutes from the 6/21/18 Consortium meeting; Commissioner Constantine seconded; motion passed unanimously.
6	Nomination of New Chair / Vice Chair Commissioner Commissioner Campione asked the Consortium for nominations for: <ul style="list-style-type: none"> Chair of Consortium Vice Chair of Consortium 	Commissioner Arrington made a motion to approve his nomination of Commissioner Campione to Chair of the Consortium; Commissioner Butler seconded; motion passed unanimously. Commissioner Arrington made a motion to approve his nomination of Commissioner Constantine to Vice Chair of the Consortium; Commissioner Butler seconded; motion passed unanimously.
7	Appointments of Regional Workforce Board <ul style="list-style-type: none"> Craig Ducharme – Sumter County Business Seat 	Commissioner Butler made a motion to approve appointment of Mr. Craig Ducharme to represent Sumter County Business Seat on the CareerSource Central Florida Board; Commissioner Arrington seconded; motion passed unanimously.
8	Adjournment of Consortium <ul style="list-style-type: none"> Consortium adjourned at 10:27 am. 	

Agenda Item	Topic	Action Item / Follow Up Item
Business Matters of the Board		
1	<p>Consent Agenda</p> <ul style="list-style-type: none"> Ms. Clements asked the Board if any item on consent agenda, as listed below, should be moved to action item portion of agenda. <p>Consent Agenda:</p> <ul style="list-style-type: none"> Draft Minutes of 9/27/18 Board Meeting Training Provider – Request for Approval 	<p>Mr. Jackson made a motion to approve all items on the consent agenda. Mr. Ushkowitz seconded; motion passed unanimously.</p>
2	<p>Information</p> <p>Chair's Report</p> <p>Ms. Clements provided the following highlights:</p> <ul style="list-style-type: none"> Encouraged Board to partake in CSCF activities, especially in areas not familiar. Encouraged Board to read monthly newsletter "The Board Source" to keep updated on CSCF news. <p>President's Report</p> <p>Ms. Nabors provided highlights from the President's Report (attachment).</p> <p><u>Committee Reports</u></p> <p>Executive Committee:</p> <ul style="list-style-type: none"> Ms. Clements, Executive Committee Chair, stated Committee met on 10/25/18 and approved to increase the budget for build-out cost for the new CSCF Lake Office to not exceed \$200,000; and to contract with Interstruct Commercial Construction for the build-out located in Lake Sumter State College Foundation Building The Committee also met on 12/5/18 and recommended adding new training providers to CSCF's matrix, which has been approved by the Board under Consent Agenda section earlier in this meeting. The Committee also discussed CSCF's West Orange office – its upcoming lease expiration and search for alternative locations. 	

Agenda Item	Topic	Action Item / Follow Up Item
Business Matters of the Board		
	<p>Revenue Diversity Ad Hoc:</p> <ul style="list-style-type: none"> Mr. Jackson, Revenue Diversity Ad Hoc Committee Chair, stated the Committee met on 10/24/18 and reviewed Ticket To Work 1st quarter results and youth pilot program in construction. Mr. Mark Brewer, President, Central Florida Foundation, joined the Committee and has provided recommendations to strengthen CSCF's profile to appeal to investors. <p>Audit Committee:</p> <ul style="list-style-type: none"> The Committee will meet jointly with the Finance Committee on 1/31/19. <p>Community Engagement Committee:</p> <ul style="list-style-type: none"> Ms. Wood, Community Engagement Committee Chair, reported the Committee met on 11/6/18. The Committee reviewed and provided input on Edelman's work on CSCF's master narrative. The Committee will meet again on 1/14/19 to review revised master narrative based on Committee's feedback. <p>Career Services Committee:</p> <ul style="list-style-type: none"> Dr. Plinske, Career Services Committee Chair, reported the Committee met on 11/15/18 and reviewed results of scorecard through 9/30/18. Dr. Plinske referred to action memo "New Proposed Impact Model – Funds Adjustment" (attachment) and stated the Committee approved staff's recommendation, as per memo, and adjust impact model by reallocating \$1.2M in training funds from Construction to Healthcare, Trade & Logistics and IT & Finance. Next meeting is scheduled for 1/24/19. <p>Finance Committee:</p> <ul style="list-style-type: none"> Mr. Ushkowitz, Finance Committee Chair, stated the Committee will meet on 1/31/19, as previously stated. 	<p>Dr. Plinske made a motion to approve reallocation of training funds from Construction to Healthcare, IT/Finance and Trade & Logistics, as presented. Mr. Sullivan seconded; motion passed unanimously.</p>

Agenda Item	Topic	Action Item / Follow Up Item
Business Matters of the Board		
	Governance Committee: <ul style="list-style-type: none"> Mr. Wylie, Governance Committee Chair, stated Committee will meet on 1/9/19. 	
	Finance Report <ul style="list-style-type: none"> Mr. Alvarez, Chief Financial Officer, reviewed financials through 10/31/18. 	
3	<p>Insight Panel Discussion on Construction Trends</p> <p>Moderator: Mark Wylie, CSCF Board Member & Vice Chair, and President/CEO, Central Florida Chapter Associated Builders and Contractors, Inc.</p> <p>Panelists:</p> <ul style="list-style-type: none"> Andrew Albu, CSCF Board Member and President, Albu & Associates, Inc. Debbie Rodriguez, Founder & President, iBuild Central Florida Jim Sullivan, CSCF Board Member and Training Director, Central Florida J.A.T.C. Tim Smith, Executive Vice President, Wharton-Smith, Inc. <p><u>Panel Discussion</u> Mr. Wylie facilitated discussion with panel on future of the workforce in construction. Topics included challenges and potential solutions to include: addressing short supply of construction workers, attracting more youth into construction, raising awareness of growth opportunities and career paths, and changing the stigma about construction.</p>	
4	<p>Other Business</p> <ul style="list-style-type: none"> None offered. 	
5	<p>Adjournment</p> <ul style="list-style-type: none"> Meeting adjourned at 11:45 am. 	

Respectfully submitted,
Kaz Kasal
Executive Coordinator



DRAFT
Board of Directors Meeting
Valencia College – District Office
1768 Park Center Drive, Orlando, FL 32835

Thursday, April 25, 2019
9:00 a.m.

MINUTES

- MEMBERS PRESENT:** Andrew Albu, Steve Ball, Greg Beliveau, Wendy Brandon, Glen Cael, William D'Aiuto, Keira des Anges, John Gill, Nicole Guillet, John Gyllin, Mark Havard, Jeff Hayward, Eric Jackson, Leland Madsen, Sheri Olson, Kathleen Plinske, David Sprinkle, Jim Sullivan, Richard Sweat, Jane Trnka, Al Trombetta, Eric Ushkowitz, Larry Walter, Matt Walton, Jody Wood, and Mark Wylie
- MEMBERS ABSENT:** Paul Bough and Debbie Clements
- STAFF PRESENT:** Pam Nabors, Mimi Coenen, Leo Alvarez, Lisa Burby, Dyana Burke, Nilda Blanco, Bradley Collor, Steven Nguyen, Sean Masherella, Kristine Concepcion, Toni-Ann Burke and Kaz Kasal
- GUESTS PRESENT:** Jennifer Harmon, Johanna Rivera / St. Cloud Regional Medical Center; Leslie Hielema / Innervate; Thomas Wilkes / GrayRobinson

Agenda Item	Topic	Action Item / Follow Up Item
1	Welcome <ul style="list-style-type: none"> Mr. Wylie, Vice Chair, called meeting to order at 9:01 am. Dr. Plinske welcomed staff and provided brief overview of Valencia College. 	
2	CSCF Spotlight Story <ul style="list-style-type: none"> St. Cloud Regional Medical Center, commended CSCF for its services and great partnership which has resulted in thirteen hires to date.(attachment). 	
3	Roll Call / Establishment of Quorum <ul style="list-style-type: none"> Ms. Kasal reported a quorum present; over two-thirds in attendance. 	
4	Public Comment <ul style="list-style-type: none"> None offered. 	
5	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 2/719 Board Meeting. Health Insurance Plan Renewal for Fiscal Year 2019-2020. Procurement Threshold. 	Mr. Hayward made a motion to approve all items on the consent agenda. Mr. Jackson seconded; motion passed unanimously.



6	<p>Information</p> <p>Vice Chair's Report</p> <ul style="list-style-type: none"> • Mr. Wylie thanked those on Board who have participated in an engagement activity since last Board meeting. • Mr. Wylie referenced action item memo on 2019 Summer Youth Explorer Program (attachment), stating Executive Committee met on 4/16/19 and approved moving this action item forward to Board. <ul style="list-style-type: none"> – Mr. Wylie noted, per CSCF and DEO procurement requirements and CSCF Board Bylaws, a two-thirds vote of the Board is required on recommendations involving a Board Member and/or their organization that could benefit financially from the agreement. <p>Finance Report</p> <ul style="list-style-type: none"> • Mr. Alvarez, Chief Financial Officer, reviewed financials through 3/31/19. 	<p>Mr. Walter made a motion to recommend approval of vendor selection for the 2019 Summer Youth Explorer Program, as per action item memo presented. Mr. Ball seconded, with Dr. Plinske and Dr. Gyllin abstaining; motion passed unanimously.</p>
7	<p>Adjournment</p> <ul style="list-style-type: none"> • Meeting adjourned at 9:22 am. 	

Respectfully submitted,

Kaz Kasal
Executive Coordinator

SEATS TO BE RENEWED OR REPLACEMENT
SEAT VACANCY BEING FILLED
NEW SEAT
VACANT SEAT

TOTAL NUMBER OF ACTIVE BOARD MEMBERS: 30

NUMBER OF VACANCIES: 1
EFFECTIVE DATE: 7/1/19

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

Agenda Item 7

NAME OF RWB MEMBER	AREAS (S) OF REPRESENTATION	COUNTY LOCATION	ORGANIZATION	PERIOD OF APPOINTMENT
Albu, Andrew	BU	Orange	Albu & Associates	7/1/18 - 6/30/21
Ball, Steve	BU	Orange	Holland & Knight	7/1/17 - 6/30/20
Bough, Paul	BU	Orange	Berkeley Research Group	7/1/19 - 6/30/22
Brandon, Wendy	BU	Orange	Central Florida Regional Hospital	7/1/17 - 6/30/20
Havard, Mark	BU	Orange	Hyatt Regency Orlando / Central Florida Hotel & Lodging	7/1/19 - 6/30/22
Alancastro, Alan	BU	Orange	Orlando Utilities Commission	7/1/18 - 6/30/21
Jackson, Eric	BU <i>Small Business</i>	Orange	Total Roof Services Corp.	7/1/17 - 6/30/20
Wood, Jody	BU	Orange	Walt Disney Parks & Resorts	7/1/19 - 6/30/22
Olson, Sheri	BU	Lake	South Lake Hospital	7/1/18 - 6/30/21
Orr, Brian	BU	Lake	Kalos Service, Inc.	7/1/19 - 6/30/22
Sprinkle, David	BU	Seminole	Veritas Recruiting Group, LLC	7/1/18 - 6/30/21
Sweat, Richard	BU <i>Small Business</i>	Seminole	.decimal	7/1/19 - 6/30/22
Walton, Matt	BU	Seminole	MiGre Engineers, LLC	7/1/18 - 6/30/21
Walter, Larry	BU	Osceola	Hanson, Walter & Associates, Inc.	7/1/18 - 6/30/21
Wylie, Mark	BU	Osceola	Central Florida Chapter Associated Builders and Contractors, Inc.	7/1/17 - 6/30/20
Turlington, Daniel	BU	Sumter	Primus, Pipe & Tube	7/1/18 - 6/30/21
VACANT	BU	Sumter		7/1/19 - 6/30/22

NAME OF RWB MEMBER	AREAS (S) OF REPRESENTATION	COUNTY LOCATION	ORGANIZATION	PERIOD OF APPOINTMENT
Casel, Glen	WOY (CBO representing Youth)	Multi-county	Embrace Families (<i>formerly Community Based Care of Central Florida</i>)	7/1/19 – 6/30/22
Culpepper, Diane	ETPA	Multi-county	Lake Technical College	7/1/17 – 6/30/20
Des Anges, Kiera	GRVRD	Multi-county	Division of Vocational Rehabilitation, Florida Department of Education	7/1/18 – 6/30/21
Ford, Wendy	CBO	Osceola	Osceola County on Aging	7/1/19 – 6/30/22
Gill, John	WOD (CBO representing Individuals & Disabilities)	Multi-county	Quest, Inc.	7/1/19 – 6/30/22
Guillet, Nicole	GRED	Seminole	Seminole County Board of County Commission	7/1/17 – 6/30/20
Gyllin, John	ETPA	Seminole	Seminole State College	7/1/18 – 6/30/21
Hayward, Jeff	WOD/WOV (CBO representing Disabilities/Veterans)	Multi-county	Heart of Florida United Way	7/1/17 – 6/30/20
Plinske, Kathleen	ETPC	Multi-county	Valencia College	7/1/18 – 6/30/21
Sullivan, Jim	WOLO/WOJ	Multi-county	Central Florida Electrical Joint Apprenticeship & Training Committee (J.A.T.C.) / Central Florida AFL-CIO	7/1/17 – 6/30/20
Trnka, Jane	ETPC	Multi-county	Rollins Crummer Graduate School of Business	7/1/19 – 6/30/22
Trombetta, Al	WOLO/WOJ	Multi-county	International Union of Painters & Allied Trades, Florida Finishing Trades (IUPAT DC 78)	7/1/17 – 6/30/20
Ushkowitz, Eric	GRED	Orange	Orange County Government	7/1/18 – 6/30/21
Washington, Sharron	GRO	Multi-county	Florida Department of Children & Families	7/1/19 – 6/30/22

Key Codes:**Areas of Representation:**

- BU – Business (**17 Seats**)
- WOLO – Workforce-Labor Organization
- WOJ – Workforce-Joint labor-management Apprenticeship Program
- 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)



June 18, 2019

Ms. Pamela Nabors, President/CEO
CareerSource Central Florida
390 North Orange Avenue, Suite 700
Orlando, FL 32801

Dear Ms. Nabors:

I recommend the appointments and re-appointments of the following individuals for a three-year term (7/1/19 – 6/30/22) on the CareerSource Central Florida Board of Directors.

Appointments (see attached nomination letters):

Public Sector Seats representing Central Florida Region:

- Dr. Diane Culpepper (Education & Training Provider – Adult Ed & Literacy – ETPA)
- Ms. Wendy Ford (Community Based Organization representing older individuals)
- Ms. Sharron Washington (Government Representative – Other – GRO)

Private Sector Seats:

Representing Orange County:

- Mr. Paul Bough, Berkeley Research Group
- Ms. Wendy Brandon, Lake Nona Medical Center
- Ms. Jody Wood, Disney Parks, Experiences & Products
- Mr. Orlando Alancastro, Orlando Utilities Commission

Representing Lake County:

- Mr. Bryan Orr, Kalos Services, Inc.

Representing Seminole County:

- Mr. Richard Sweat, .decimal

BOARD OF COUNTY COMMISSIONERS' OFFICE
P.O. BOX 7800 • 315 W. MAIN ST. • SUITE 316 • TAVARES, FL 32778 • P 352.343.9850 • F 352.343.9495
Board of County Commissioners • www.lakecountyfl.gov

TIMOTHY I. SULLIVAN
District 1

SEAN M. PARKS, AICP, QEP
District 2

WENDY R. BREEDEN
District 3

LESLIE CAMPIONE
District 4

JOSH BLAKE
District 5

CareerSource Central Florida Appointment Letter
June 18, 2019
Page 2

Representing Sumter County:

- Mr. Daniel Turlington, Primus, Pipe & Tube

Representing Orange County:

- Mr. Mark Havard, Hyatt Regency Orlando

Public Sector Seats representing the Central Florida Region:

- Mr. Glen Casel – Workforce Community-based Organizations representing Youth – WOY
- Mr. John Gill - Workforce Community-based Organizations representing Individuals with Disabilities – WOD
- Ms. Jane Trnka – Education and Training Provider – Institution of Higher Education - ETPC

If you have any questions, please feel free to contact me.

Sincerely,

A handwritten signature in blue ink that reads "Leslie Campione". The signature is fluid and cursive, with the first name "Leslie" and last name "Campione" clearly distinguishable.

Leslie Campione, Chairman
Commissioner, District 4

cc: Melanie Marsh, Lake County Attorney
 Brandon Matulka, Director, Lake County's Agency for Economic Prosperity



Lake Technical College

May 23, 2019

The Honorable Commissioner Leslie Campione
Chair, Lake County Board of County Commissioners &
Chair, Central Florida Area Workforce Development Consortium
P.O. Box 7800
Tavares, FL 32778

Dear Commissioner Campione:

Lake Technical College is pleased to nominate Dr. Diane Culpepper to serve in the public seat representing Education and Training Provider – Adult Education and Literacy (ETPA) on the CareerSource Central Florida Board of Directors.

Dr. Culpepper serves as Executive Director at Lake Technical College and we are proud to recommend this individual for consideration.

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

Regards,

A handwritten signature in blue ink, appearing to read "R. Keith", with a long horizontal flourish extending to the right.

Chief Richard D. Keith
Chairperson, Board of Directors
Lake Technical College

Cc: Melanie Marsh, Lake County Attorney
Pamela Nabors, President/CEO, CareerSource Central Florida

Lake Technical College

2001 Kurt Street

Eustis, Florida 32726

352.589.2250

www.laketechnical.org



Funding Provided By:

City of Kissimmee

City of St. Cloud

Department of Agriculture

Department of
Children and Families

Department of
Economic Opportunity

Department of
Elder Affairs

Department of Housing
& Urban Development

Heart of Florida
United Way

Osceola County Board of
County Commissioners

Senior Resource Alliance



*Serving Seniors,
Disabled Adults &
Disadvantaged Families
in Osceola County
for over 45 years.*

06/03/19

The Honorable Commissioner Leslie Campione
Chair, Lake County Board of County Commissioners &
Chair, Central Florida Area Workforce Development Consortium
P.O. Box 7800
Tavares, FL 32778

Dear Commissioner Campione:

Osceola Council on Aging is pleased to nominate Ms. Wendy Ford to serve in the public seat representing Workforce Community Based Organization representing older individuals on the CareerSource Central Florida Board of Directors.

Ms. Ford serves as CEO at Osceola Council on Aging and we are proud to recommend this individual for consideration.

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

Regards,

Annette Fender
President, COA Board of Directors

Cc: Melanie Marsh, Lake County Attorney
Pamela Nabors, President/CEO, CareerSource Central Florida

Barney E. Veal Center

700 Generation Point • Kissimmee, FL 34744
Phone: 407-846-8532 • Fax: 407-846-8550
email: info@osceola-coa.com • www.osceolagenerations.org



**State of Florida
Department of Children and Families**

Ron DeSantis
Governor

Chad Poppell
Secretary

June 6, 2019

The Honorable Commissioner Leslie Campione
Chair, Lake County Board of County Commissioners
Chair, Central Florida Area Workforce Development Consortium
Lake County
315 West Main Street
Tavares, FL 32778

Dear Commissioner Campione:

The Department of Children and Families is pleased to nominate Ms. Sharron Washington to serve in the Government Representative – Other seat on the Career Source Central Florida Board of Directors.

Ms. Washington serves as Central Regional Managing Director for the Florida Department of Children and Families. We are proud to recommend her for consideration.

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

Sincerely,

Chad Poppell
Secretary

cc: Melanie Marsh, Lake County Attorney
Pamela Nabors, President/CEO, CareerSource Central Florida

1317 Winewood Boulevard, Tallahassee, Florida 32399-0700

Mission: Work in Partnership with Local Communities to Protect the Vulnerable, Promote Strong and Economically Self-Sufficient Families, and Advance Personal and Family Recovery and Resiliency

April 12, 2019

The Honorable Mayor Jerry Demings
Orange County Government Florida
201 S. Rosalind Ave.
Orlando, FL 32801

Dear Mayor Demings:

The Orlando Economic Partnership is pleased to nominate Ms. Wendy Brandon to serve in the Business - Orange County seat on the CareerSource Central Florida Board of Directors.

Ms. Brandon has been serving in the Business – Seminole County seat and was Chief Executive Officer for Central Regional Hospital in Seminole County. However, Ms. Brandon recently attained the role of Chief Executive Officer of the Lake Nona Medical Center in Orange County, so we are moving her seat to Orange County. We are proud to recommend her for consideration.

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

Thank you,



Tim Giuliani
President and CEO
Orlando Economic Partnership

c: Eric Ushkowitz, Economic Development Administrator, Orange County Government
Jeffrey Newton, Orange County Attorney
Pamela Nabors, President/CEO, CareerSource Central Florida



April 12, 2019

The Honorable Mayor Jerry Demings
Orange County Government Florida
201 S. Rosalind Ave.
Orlando, FL 32801

Dear Mayor Demings:

The Orlando Economic Partnership is pleased to nominate Mr. Paul Bough to continue serving in the Business - Orange County seat on the CareerSource Central Florida Board of Directors.

Mr. Bough is the Senior Managing Consultant of Berkeley Research Group, LLC. We are proud to recommend him for consideration.

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

Thank you,



Tim Giuliani
President and CEO
Orlando Economic Partnership

c: Eric Ushkowitz, Economic Development Administrator, Orange County Government
Jeffrey Newton, Orange County Attorney
Pamela Nabors, President/CEO, CareerSource Central Florida



April 12, 2019

The Honorable Mayor Jerry Demings
Orange County Government Florida
201 S. Rosalind Ave.
Orlando, FL 32801

Dear Mayor Demings:

The Orlando Economic Partnership is pleased to nominate Ms. Jody Wood to continue serving in the Business - Orange County seat on the CareerSource Central Florida Board of Directors.

Ms. Wood is the Vice President of Recruitment and Talent Management of Walt Disney Parks, Experiences & Consumer Products. We are proud to recommend her for consideration.

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

Thank you,



Tim Giuliani
President and CEO
Orlando Economic Partnership

c: Eric Ushkowitz, Economic Development Administrator, Orange County Government
Jeffrey Newton, Orange County Attorney
Pamela Nabors, President/CEO, CareerSource Central Florida





Gaby Ortigoni
President

2018/2019

EXECUTIVE BOARD

Paul Roldan, Chair
Belinda O. Kirkegard, Vice Chair Elect
Alberto Hurtado, CPA - Treasurer
Juliana Peña, Secretary
John A. De Armas, At Large

DIRECTORS

Nicholas Abrahams
Jan Aspuru
Dick J. Batchelor
Nathan Burger
Margarita Calo
José Cerda
Oscar J. Cristancho
Yamilee Cruz
Marivette González, Esq.
Humberto Hormaza
Dr. Carlos López Arroyo
John M. Martínez
Pamela Rogan
Marisol Romany
Diahann A. Smith
Alberto Soto
Yvonne Sweeney
Abdullah Tharoo
Hiram Turull

TRUSTEES

AdventHealth
Aerotek
Ana G. Méndez University System
Barry University School of Law
BB&T
Charter Communications
City of Orlando
Coca-Cola Beverages Florida
Duke Energy
Embrace Home Loans
Florida Blue
Heart of Florida United Way, Inc.
JPMorgan Chase & Co.
Massey Service, Inc.
Nemours Children's Hospital
Orlando Health
Orlando Magic
OUC, The Reliable One
Publix Super Markets, Inc.
Rollins College
Rosen Hotels & Resorts
SeaWorld Parks and Resorts
Seminole State College of Florida
TD Bank
Telemundo 31
Tupperware Brands
Universal Orlando Resort
Valencia College
Walmart, Inc.
Walt Disney World Resort
Wells Fargo
WFTV Channel 9
Wundham Destinations

June 10, 2019

The Honorable Mayor Jerry Demings
Orange County Government Florida
201 S. Rosalind Ave.
Orlando, FL 32801

Dear Mayor Demings:

The Hispanic Chamber of Commerce of Metro Orlando is pleased to nominate Mr. Orlando Alancastro to serve in the business seat representing Orange County seat on the CareerSource Central Florida Board of Directors.

Mr. Alancastro is the Director of Contracts, Finance and Project Management at Orlando Utilities Commission. We are proud to recommend him for consideration.

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

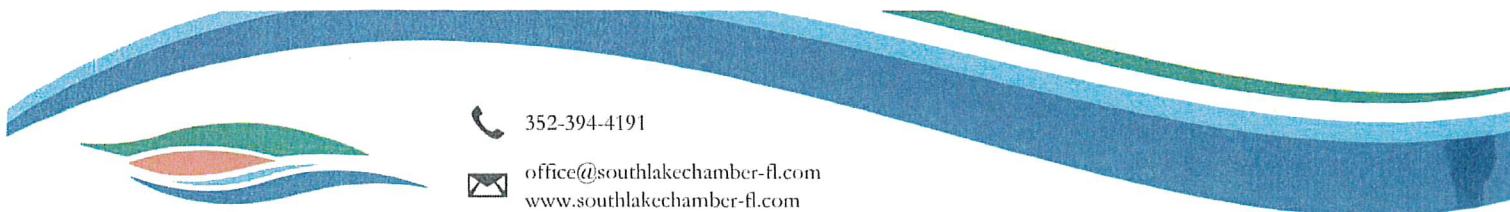
Regards,


Gaby Ortigoni,
President

Cc: Eric Ushkowitz, Economic Development Administrator, Orange County Government
Jeffrey Newton, Orange County Attorney
Pamela Nabors, President/CEO, CareerSource Central Florida

"Our mission is to provide leadership and support the economic development of the Hispanic business community of Metro Orlando"

Orlando Fashion Square Mall • 3201 E. Colonial Dr, Suite A20 • Orlando, FL 32803
P: 407.428.5870 • F: 407.428.5871 • www.hispanicchamber.net



SOUTH LAKE
CHAMBER of COMMERCE



352-394-4191



office@southlakechamber-fl.com
www.southlakechamber-fl.com



620 W. Montrose Street
Clermont, FL 34711

May 31, 2019

The Honorable Commissioner Campione
Consortium Chair and Chair of Lake County Board of County Commissioners
315 West Main Street
P.O. Box 7800
Tavares, FL 32778

Dear Commissioner Campione:

South Lake Chamber of Commerce is pleased to nominate Bryan Orr to serve in the business seat representing Lake County on the CareerSource Central Florida Board of Directors.

Mr. Orr serves as Officer - Co-Founder at Kalos Services, Inc. and we are proud to recommend this individual for consideration.

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

Regards,

David B. Colby
President & CEO

Cc: Melanie Marsh, Lake County Attorney
Pamela Nabors, President/CEO, CareerSource Central Florida



June 11, 2019

Pamela J. Nabors
President and CEO
Workforce Central Florida
390 N. Orange Avenue, Suite 700
Orlando FL 32801

Dear Ms. Nabors:

At our June 11, 2019 meeting, the Board of County Commissioners approved the appointment of Bryan Orr to serve on the CareerSource Central Florida Board of Directors as a private sector representative for a three-year term starting on July 1, 2019 and ending on June 30, 2022.

Please let us know if we can be of further assistance.

Sincerely,

Leslie Campione
Chairman

LC/nb

BOARD OF COUNTY COMMISSIONERS' OFFICE
P.O. BOX 7800 • 315 W. MAIN ST. • SUITE 316 • TAVARES, FL 32778 • P 352.343.9850 • F 352.343.9495
Board of County Commissioners • www.lakecountyfl.gov

TIMOTHY I. SULLIVAN
District 1

SEAN M. PARKS, AICP, QEP
District 2

WENDY R. BREEDEN
District 3

LESLIE CAMPIONE
District 4

JOSH BLAKE
District 5



407.897.3384 | 800 N. Magnolia Avenue, Suite 1850, Orlando FL 32803 | www.MACF.biz

Platinum Sponsors



Gold Sponsor



Silver Sponsor



MACF Board of Directors:

Executive Board

President: Shane Hunt, HESCO/RLS
1st Vice President: Bill Wydra, Ashland Technologies, Inc
2nd Vice President: Art Hoelke, Knight's Armament Company
Treasurer: Ray Aguerrevere, Custom Metals Designs
Secretary: Brenda Kuczynski, Pro Image Solutions
Past President: Edgardo Rodriguez, Hernon Manufacturing, Inc.

Board Directors

Larry Calise
 Clifton Larson Allen, LLC
Tim Fischer
 Vac-Tron Equipment
Doug Foreman
 Fringe Benefit Plans
Jeff Franklin
 Packaging Corporation of America
Jose Garza
 VOXX Automotive Corporation
Kris Hanigosky
 Nautique Boat Company
Keith Hesse
 Shuffield, Lowman & Wilson, P.A.
Wendell Hines
 Duke Energy
Valerie McDonald
 Wells Fargo Bank, N.A.
Eric Ogden
 Mercury EPM.
Bob Provitola
 Mitsubishi Hitachi Power Systems
Angela Ramsey
 Central Florida Box
Pam Weber
 ROAR! Internet Marketing

Ex-Officio

Kevin Carr
 FloridaMakes
Mike Kepner
 Valencia College
Paul Wahnish
 Seminole County Public Schools
Eric Ushkowitz
 Orange County Government
Diane Culpepper
 Lake Technical College
Mike Martucci
 Orange Technical College

March 8, 2019

The Honorable Brenda Carey
 Chair, Seminole County Board of County Commissioners
 Seminole County Services Building
 1101 E. First Street
 Sanford, FL 32771

Dear Commissioner Carey:

Manufacturers Association of Central Florida (MACF) is pleased to nominate Mr. Richard Sweat to continue serving in the Business – Seminole County seat on the CareerSource Central Florida Board of Directors.

Mr. Sweat is the President and CEO of .decimal. We are proud to recommend her for consideration.

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

Regards,

Sherry Reeves
 Executive Director
 Manufacturers Association of Central Florida
 800 N. Magnolia Ave
 Orlando, FL 32803

Cc: Commissioner Leslie Campione, Lake County, & Chair of Central Florida Area Workforce Development. Consortium
 Melanie Marsh, Lake County Attorney
 Pamela Nabors, President/CEO, CareerSource Central Florida

BOARD OF COUNTY COMMISSIONERS

March 26, 2019

Ms. Pam Nabors, President and CEO
CareerSource Central Florida
707 Mendham Blvd, Suite 250
Orlando, FL 32825

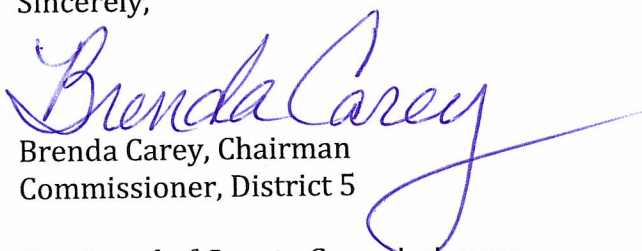
Dear Ms. Nabors:

Upon your request, the Board of County Commissioners, at the regular meeting on March 26, 2019, unanimously approved the reappointment of Richard Sweat to the CareerSource Central Florida Board of Directors. Mr. Sweat serves at the pleasure of the Board as a private sector representative for Seminole County.

Per your letter, Mr. Sweat's new three year term will run consecutive with his current term and end on June 30, 2022.

Please feel free to call my office at 407-665-7209 with any questions or concerns.

Sincerely,



Brenda Carey, Chairman
Commissioner, District 5

C: Board of County Commissioners
County Commission Records
Richard Sweat



May 28, 2019

The Honorable Commissioner Al Butler
Chair, Sumter County Board of County Commissioners
7375 Powell Drive
Wildwood, FL 34785

Dear Commissioner Butler:

Mid-FL Regional Manufacturers Association is pleased to nominate Daniel Turlington to serve in the business seat representing Sumter County on the CareerSource Central Florida Board of Directors.

Mr. Turlington serves as Facilities / Plant Engineer at Primus Pipe and Tube and we are proud to recommend this individual for consideration.

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

Sincerely,

A handwritten signature in blue ink, which appears to read "Kathleen A. Crowley", is written over a horizontal line.

Kathleen A. Crowley
Executive Director

Cc: Commissioner Campione, Lake County (Consortium Chair)
Bradley Arnold, Sumter County Administrator
George Angeliadis, Sumter County Attorney
Pamela Nabors, President/CEO, CareerSource Central Florida

PROPOSED ANNUAL BUDGET: JULY 1, 2019 – JUNE 30, 2020

FINANCE COMMITTEE BUDGET REVIEW

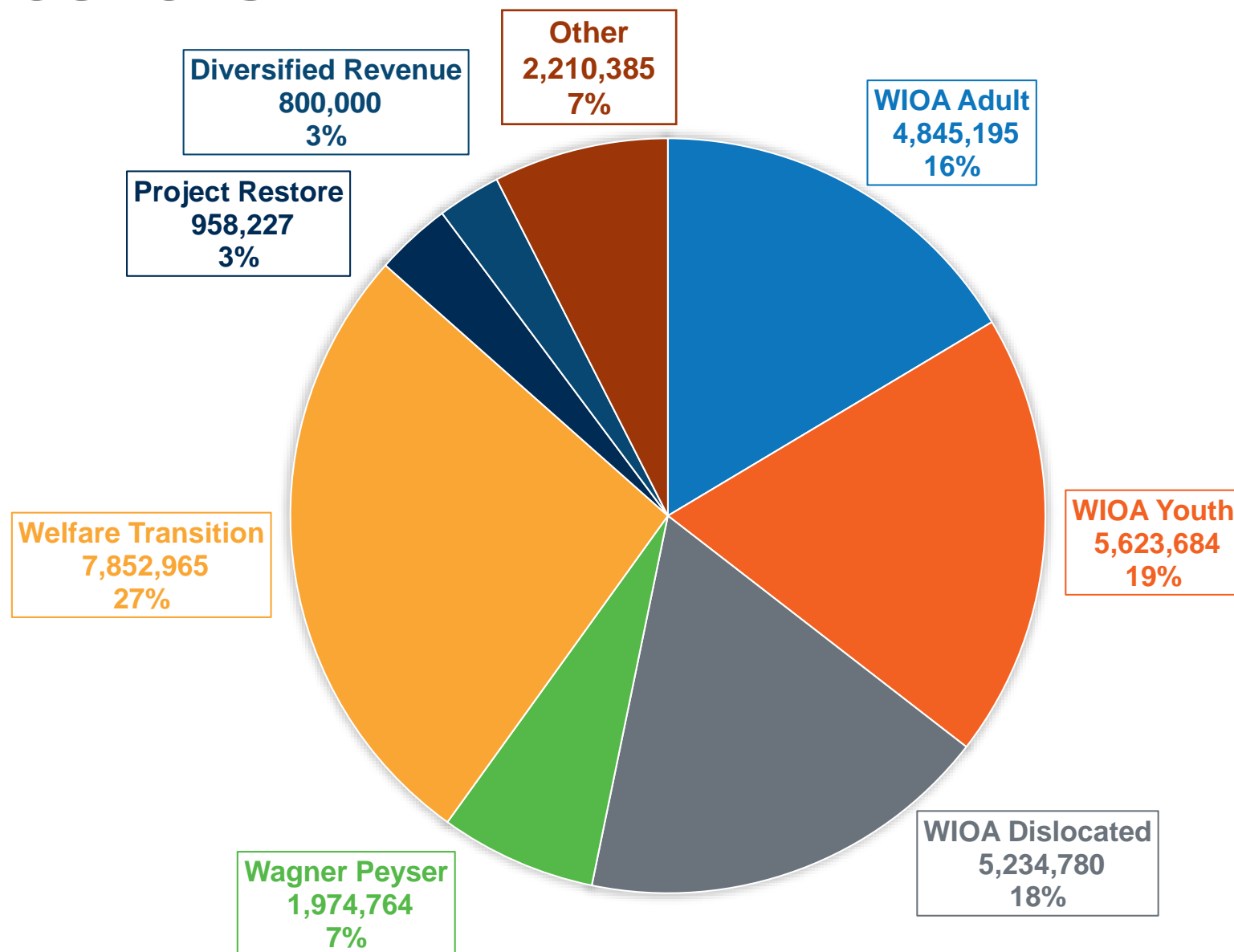
JUNE 6, 2019

- **Full-Year Budget 2019-2020**
- **Budget Strategy - Talent Solutions**
- **General & Administrative**
- **Summary**

BUDGET OVERVIEW

	<u>FY 2019/2020</u>	<u>FY 2018/2019</u>	<u>DIFFERENCE</u>	<u>%</u>
Reserves from Prior Year	\$6,500,000	\$8,600,000	(\$2,100,000)	
Current Allocation	\$24,500,000	\$25,981,443	(\$1,481,443)	
Diversified Revenue	\$800,000	\$470,000	\$330,000	
Available Revenue	\$31,800,000	\$35,051,443	(\$3,251,443)	
Planned Reserves For FY 20 - 21	(\$2,300,000)	(\$3,851,443)	\$1,551,443	
Total Budget	\$29,500,000	\$31,200,000	(\$1,700,000)	-5.4%

REVENUE SOURCES



- Workforce Innovation Opportunity Act (WIOA)
- Includes WIOA Grant Funding

BUDGET STRATEGY

\$29.5M

Annual Budget Projections

There is a 5.4% decrease in the overall CSCF budget from previous years due to a decrease in WIOA adult and youth allocations. The reduction in budget is being absorbed by a reduction in reserves, a decrease in support services, and staff realignment.

The target goal is to earmark about 80% of the overall budget to the delivery of talent solution services and 20% to general and administrative costs. The budget accounts for the state requirement of 50% of the Workforce Innovation & Opportunity Act (WIOA) Adult and Dislocated Worker funds, and 20% of WIOA Youth funds are spent on customer training.

Budget Allocation

- Talent Solutions
 - Engage the Talent Pool
 - Implement Talent Strategies
- General & Administrative Allocations
 - CSCF negotiated employee health benefits, which resulted in an nominal increase of 5% of current cost based on market rate, and will not impact employee costs or plan structure for the program year.
 - The proposed budget for salaries will reflect a 3% merit increase average overall. Merit increases are awarded based upon achievement of annual performance goals.
 - The total amount budgeted for administrative cost will be to not exceed 8%, lower than the state allowable cap of 10%.

Total Expense	\$29,500,000	100%
TALENT SOLUTIONS	\$24,125,000	81.8%
GENERAL & ADMIN	\$5,375,000	18.2%

CSCF BUDGET ALLOCATION: FULL YEAR 2019 – 2020

\$29.5M

Budget Allocations	Budget	% of Expenditure
Talent Solutions - Engage the Talent Pool		
Talent Solution Consultants	8,930,000	
Staff Development (CareerSourcers)	355,000	
Career Seekers Support & Incentives	500,000	
Facilities, Maintenance & Related Cost	1,925,874	
Total Talent Solutions - Engage the Talent Pool	11,710,874	39.7%
Talent Solutions – Implement Talent Solutions		
Business Consultants	1,545,000	
Training Investment	10,000,000	
Contracted Services	500,000	
Facilities, Maintenance & Related Cost	369,126	
Total Talent Solutions - Implement Talent Solutions	12,414,126	42.1%
Staff Supporting Talent Solutions	2,880,000	9.8%
Strategic Communications	450,000	1.5%
Facilities, Maintenance & Related Cost	405,000	1.4%
G&A Contracted Services	440,000	1.5%
IT Cost/Network Expenses	1,200,000	4.1%
TOTAL EXPENDITURES	29,500,000	100.0%

TALENT SOLUTIONS	
\$24,125,000	81.8%

GENERAL & ADMIN COST	
\$5,375,000	18.2%

CSCF BUDGET ALLOCATION: YEAR-OVER-YEAR COMPARISON

2018-2019 VERSUS 2019-2020

Budget Allocations	FY 2019/2020	FY 2018/2019	DIFFERENCE	%
Talent Solutions - Engage the Talent Pool				
Talent Solution Consultants	8,930,000	9,245,000	(315,000)	
Staff Development (CareerSourcers)	355,000	305,000	50,000	
Career Seekers Support & Incentives	500,000	1,500,000	(1,000,000)	
Facilities, Maintenance & Related Cost	1,925,874	1,729,949	195,925	
Total Talent Solutions - Engage the Talent Pool	11,710,874	12,779,949	(1,069,075)	-9.1%
Talent Solutions - Analyze the Business/Implement Talent Strategies				
Business Consultants	1,545,000	1,480,000	65,000	
Training Investment	10,000,000	10,300,000	(300,000)	
Contracted Services	500,000	1,200,000	(700,000)	
Facilities, Maintenance & Related Cost	369,126	316,751	52,375	
Total Talent Solutions - Analyze the Business	12,414,126	13,296,751	(882,625)	-7.1%
Staff Supporting Talent Solutions	2,880,000	2,653,000	227,000	
Strategic Communications	450,000	282,000	168,000	
Facilities, Maintenance & Related Cost	405,000	353,299	51,701	
G&A Contracted Services	440,000	670,000	(230,000)	
IT Cost/Network Expenses	1,200,000	1,165,000	35,000	
TOTAL EXPENDITURES	29,500,000	31,200,000	(1,700,000)	-5.8%

TALENT SOLUTIONS COST	
FY 2019/2020	FY 2018/2019
\$ 24,125,000	\$ 26,076,701
81.8%	83.6%

GENERAL & ADMIN COST	
FY 2019/2020	FY 2018/2019
\$ 5,375,000	\$ 5,123,299
18.2%	16.4%

DIVERSIFIED REVENUE

UNRESTRICTED REVENUE

REVENUE		BUDGET
Unrestricted Balance As of April 2019	\$	706,654
Additional Revenue - May & June 2019	\$	85,000
*Ticket to Work Projected Revenue	\$	220,000
TOTAL PROJECTED REVENUE	\$	1,011,654

EXPENDITURES

Board Retreat & Associated Cost	\$	10,000
Annual All Staff Meeting	\$	20,000
Business Service/Community Relations Activities/Incidentals	\$	60,000
Ticket to Work- Staff and OH Cost (1FTE)	\$	70,000
TOTAL PROJECTED EXPENDITURES	\$	160,000

Earmark \$90K of discretionary funds for activities that align with CSCF's business strategy which are not allowed under grant funding.

PROJECTED BALANCE AT 06/30/20 - (ROUNDED) \$ 851,600

* Diversified Revenue

➤ Ticket to Work Projected Revenue + Total Projected Revenue = \$800,000

RESTRICTED REVENUE

REVENUE		BUDGET
Municipalities Funding	\$	145,000
Business Investment	\$	145,000
Grant Revenue	\$	290,000
*TOTAL PROJECTED REVENUE	\$	580,000

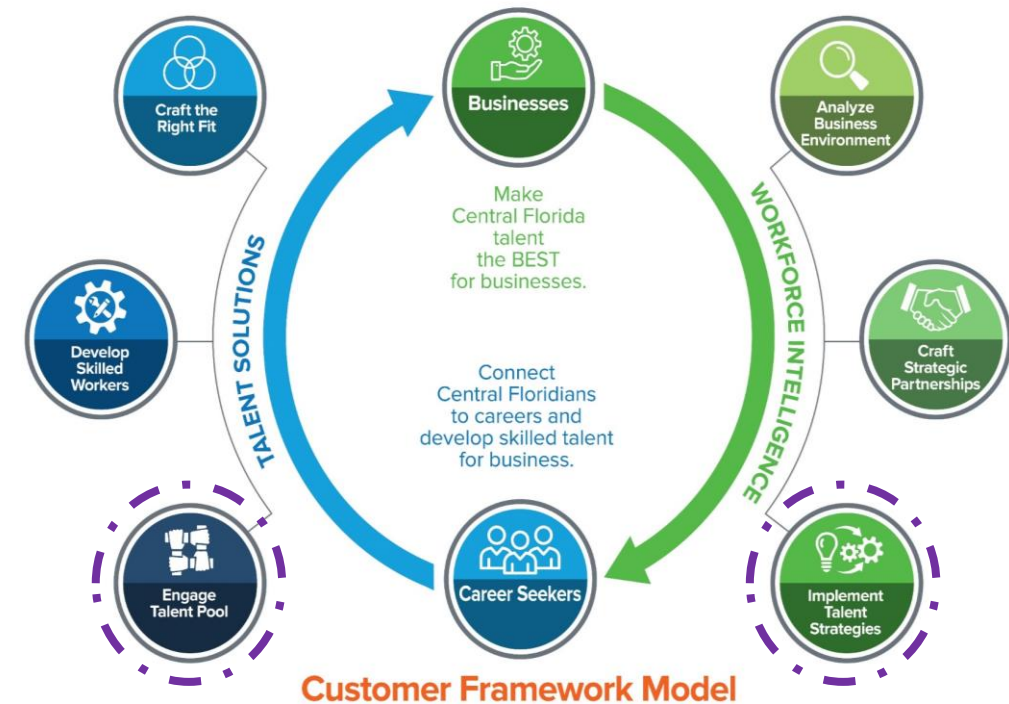
BUDGET STRATEGY

CSCF STRATEGIC PRIORITIES

DIVERSIFY REVENUE STREAMS TO
ADJUST FOR VARIABLES IN
FEDERAL FUNDING

DELIVER TALENT SOLUTIONS TO IGNITE
POTENTIAL

DELIVER TALENT ACQUISITION STRATEGIES
FOR BUSINESSES IN SIX HIGH GROWTH
INDUSTRIES



REVENUE DIVERSIFICATION

DIVERSIFY REVENUE STREAMS TO ADJUST FOR
VARIABLES IN FEDERAL FUNDING

GOAL

- Develop a Plan to Increase Revenue by 3% Every Year Over the Next 3 Years
- Generate Additional Diversified Revenue of which 1/3 is Unrestricted

KEY PERFORMANCE METRICS

- ✓ Generate 10% of Annual Allocation Revenue (\$2.5M Dollars) by End of 2022 Fiscal Year
- ✓ Generate \$800K in Diversified Revenue

ENGAGE THE TALENT POOL

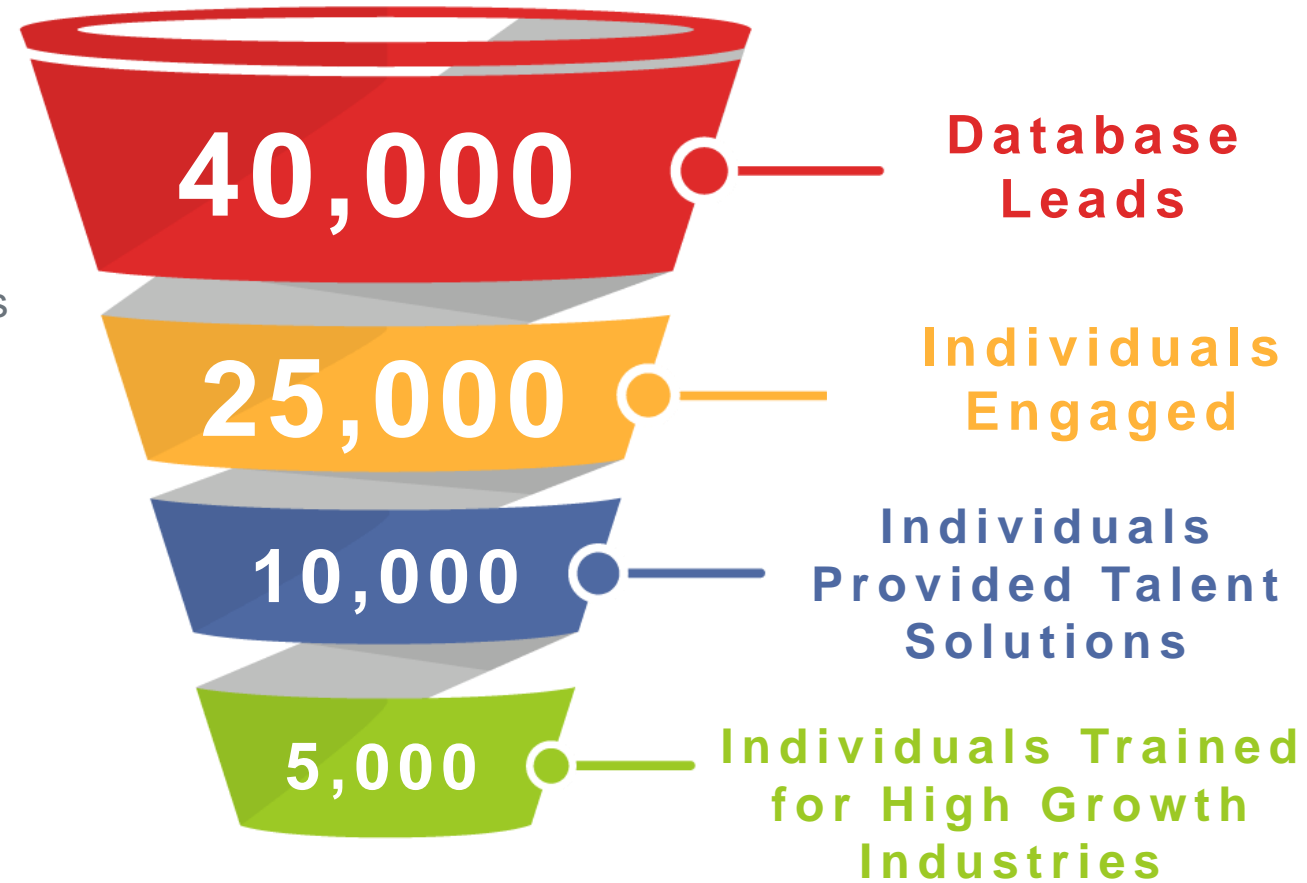
DELIVER TALENT SOLUTIONS TO IGNITE POTENTIAL

GOAL

- Create Value through Deeper Relationships
- Provide Exceptional Talent Solution Consultation Services
- Drive Deep Loyalty & Customer Satisfaction

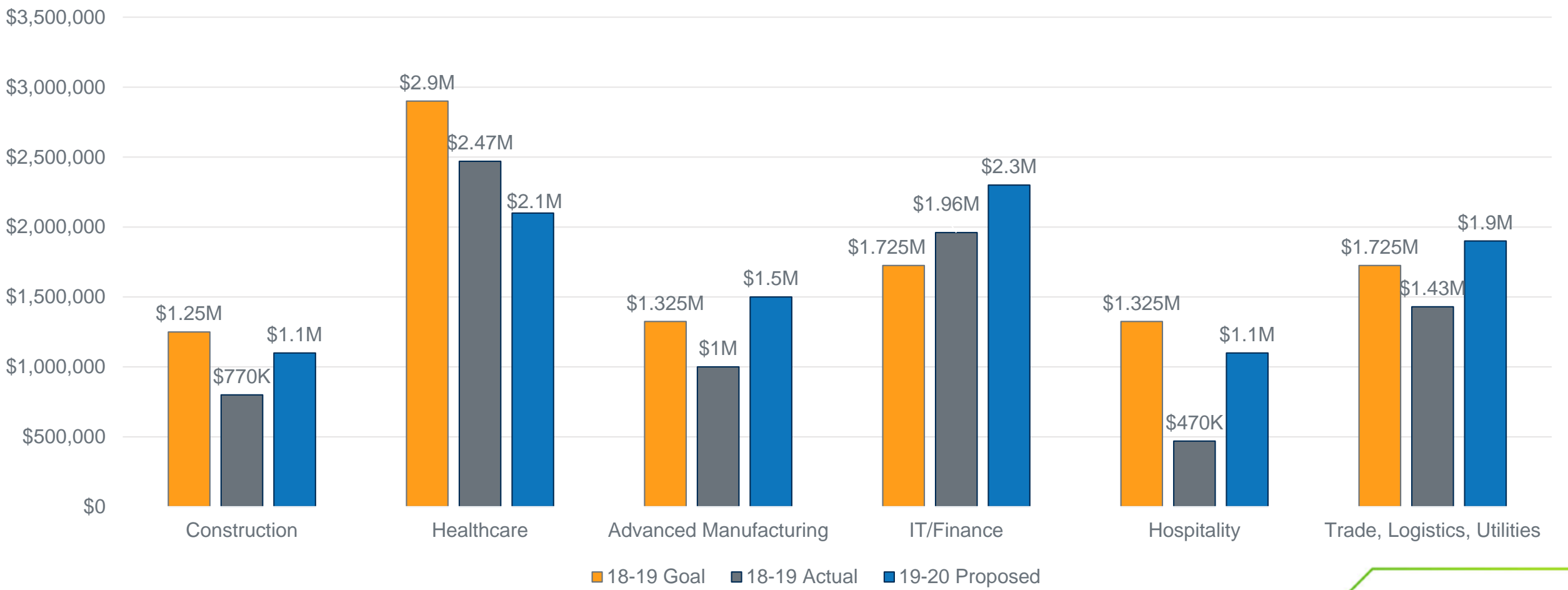
KEY PERFORMANCE METRICS

- ✓ 10,000 Career Seekers
 - ✓ Receive training / credentials
 - ✓ Receive wage of >\$15
 - ✓ Obtain a New Career
- ✓ Receive More than an 80% Satisfaction Level Every Quarter



TRAINING INVESTMENTS

\$10M

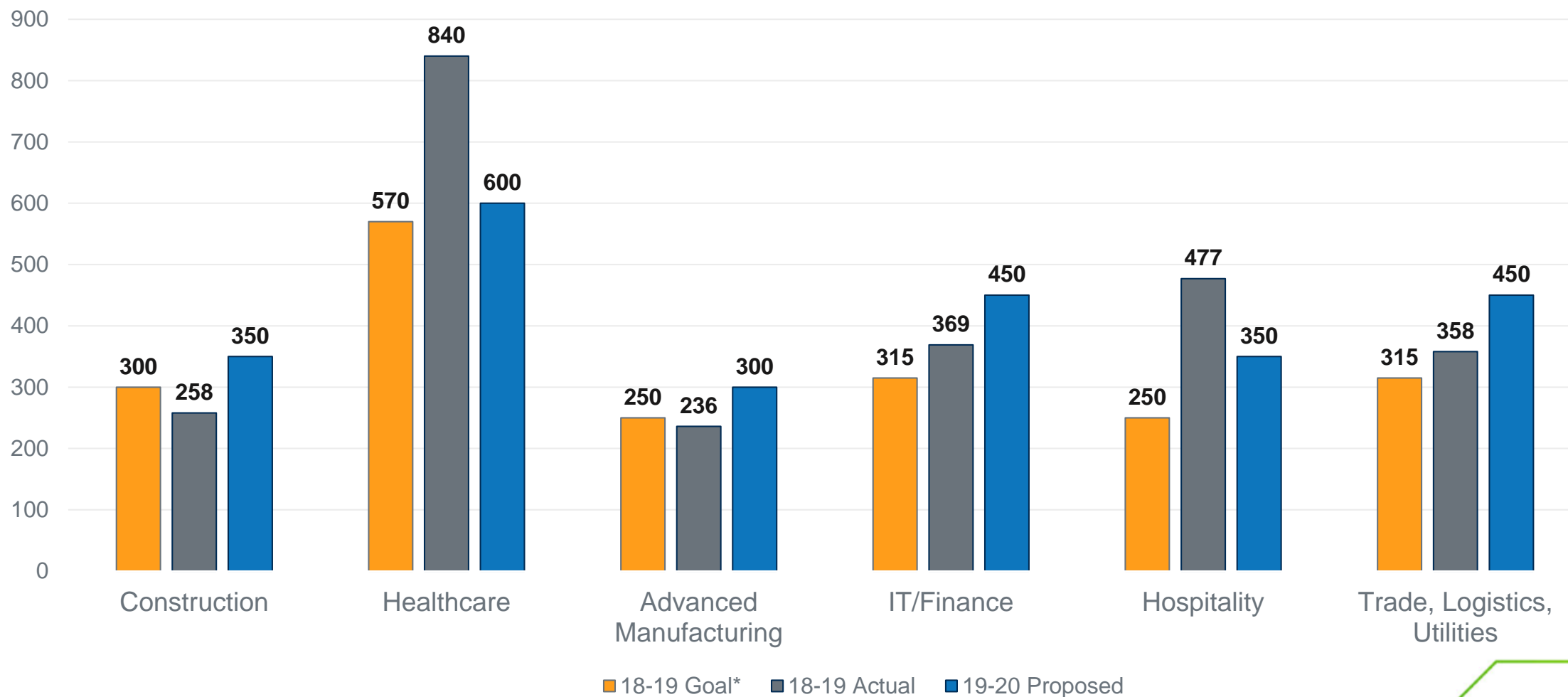


Adjusted Training Investment Model Approved By Board, December 2018



TRAINING ENROLLMENT

2,500 New ENROLLMENTS



*Adjusted Training Investment Model Approved By Board, December 2018

IMPLEMENT TALENT STRATEGIES

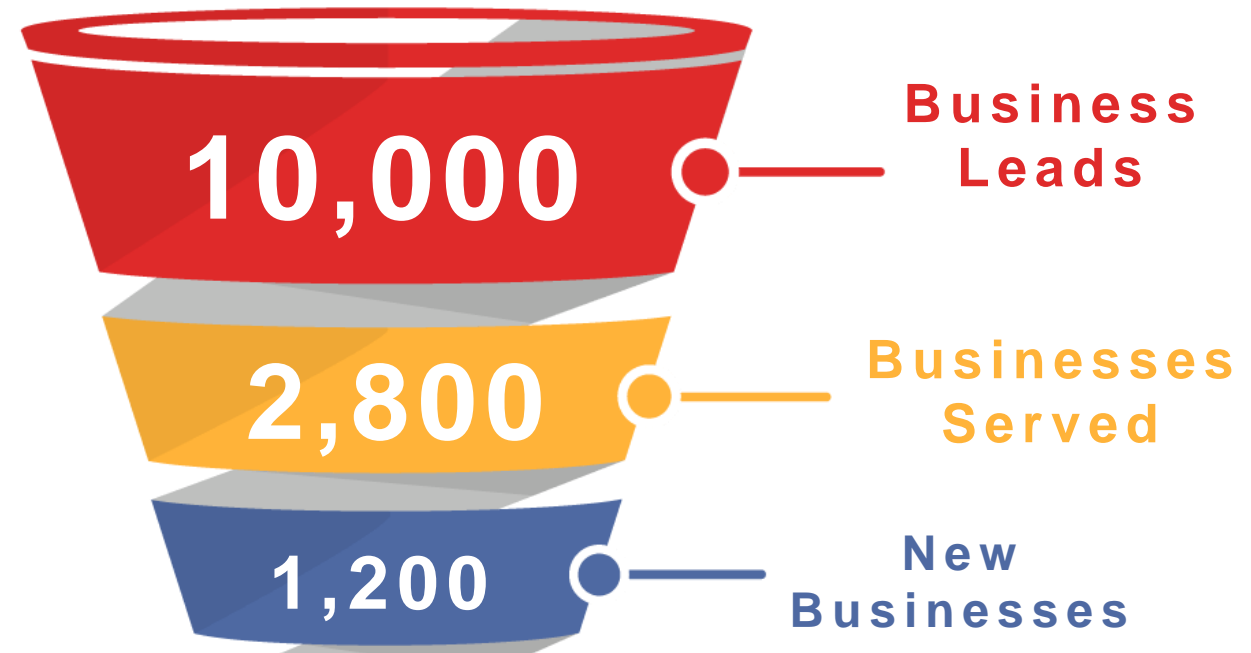
DELIVER TALENT ACQUISITION STRATEGIES FOR BUSINESSES IN HIGH GROWTH INDUSTRIES

GOAL

- Analyze Central Florida High Growth Industries Potential Pipeline & Align to Business Service Delivery Strategy
- Establish Business Services Recruitment Strategy for Each High Growth Industry

KEY PERFORMANCE METRICS

- ✓ 30% increase in High Growth Industry Businesses Served
- ✓ Matching 10,000 individuals to 4,000 High Growth Industry Businesses



General & Administrative

GENERAL & ADMIN: FULL YEAR 2019 – 2020

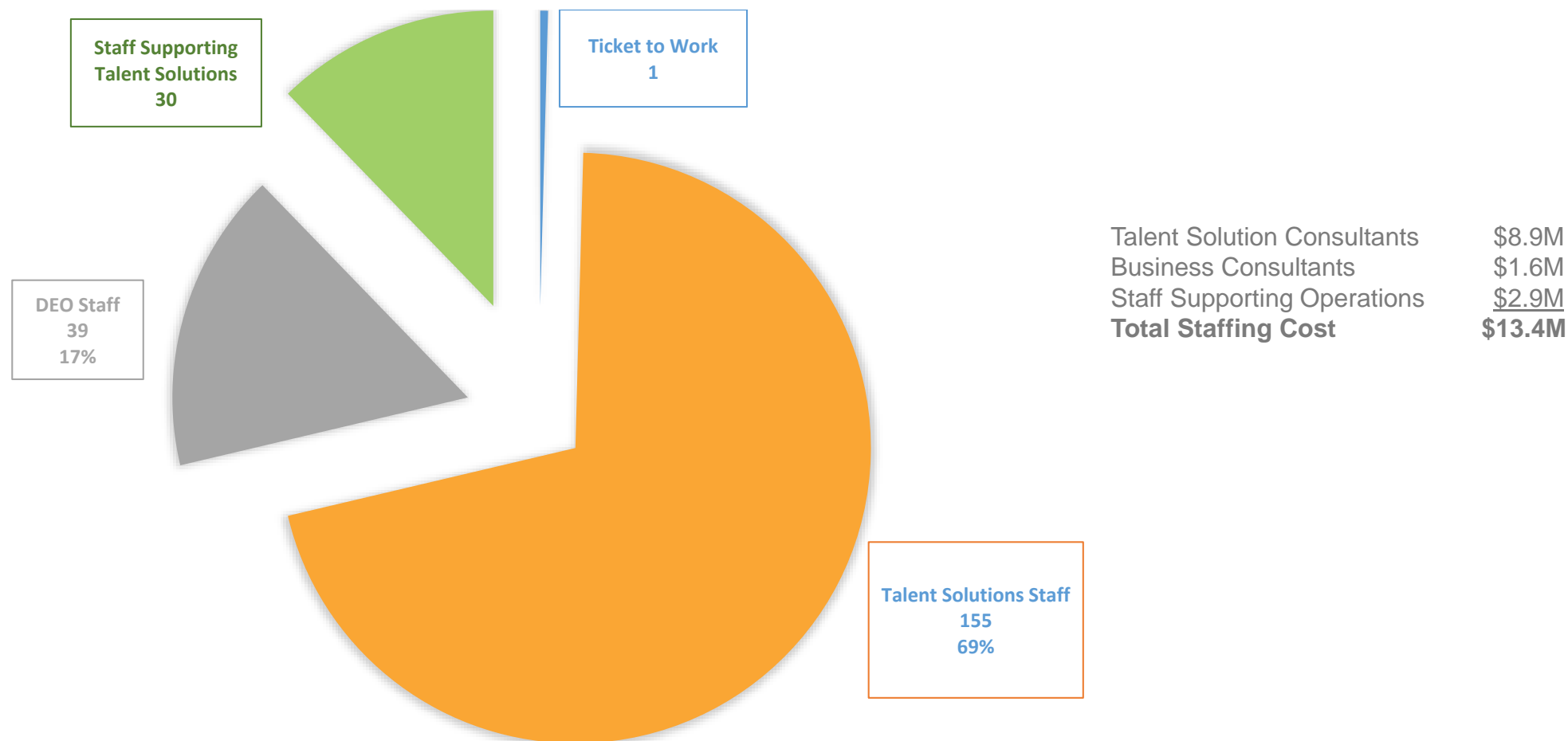
\$5.375M

Staff Supporting Operations	2,880,000	9.8%
Strategic Communications	450,000	1.5%
Facilities, Maintenance & Related Cost	405,000	1.4%
G&A Contracted Services	440,000	1.5%
IT Cost/Network Expenses	1,200,000	4.1%

GENERAL & ADMIN COST	
\$ 5,375,000	18.2%

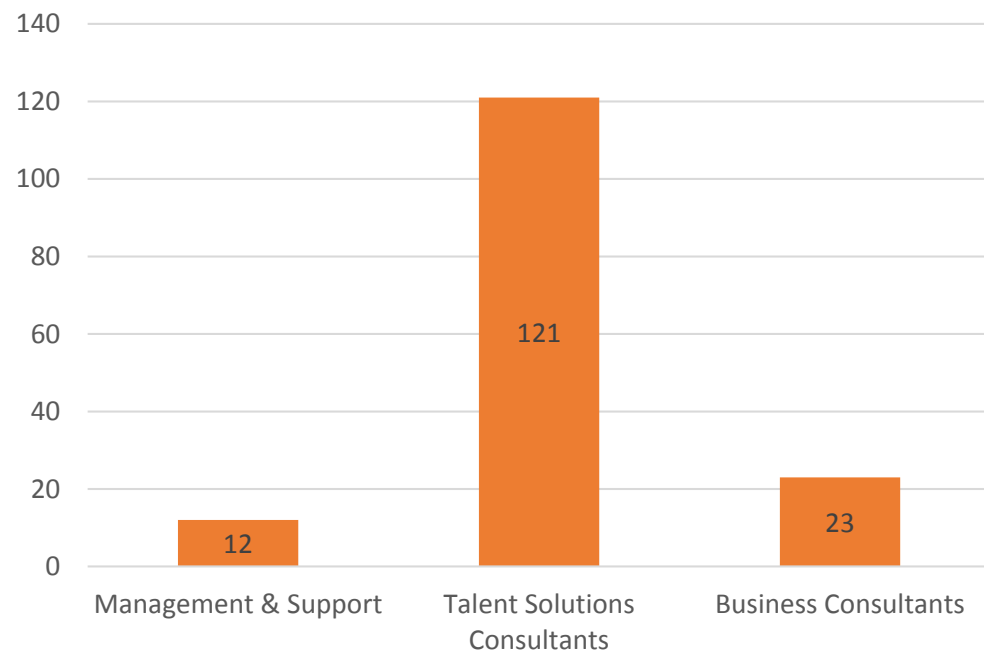
CSCF STAFF SUPPORTING TALENT SOLUTIONS

\$13.4M

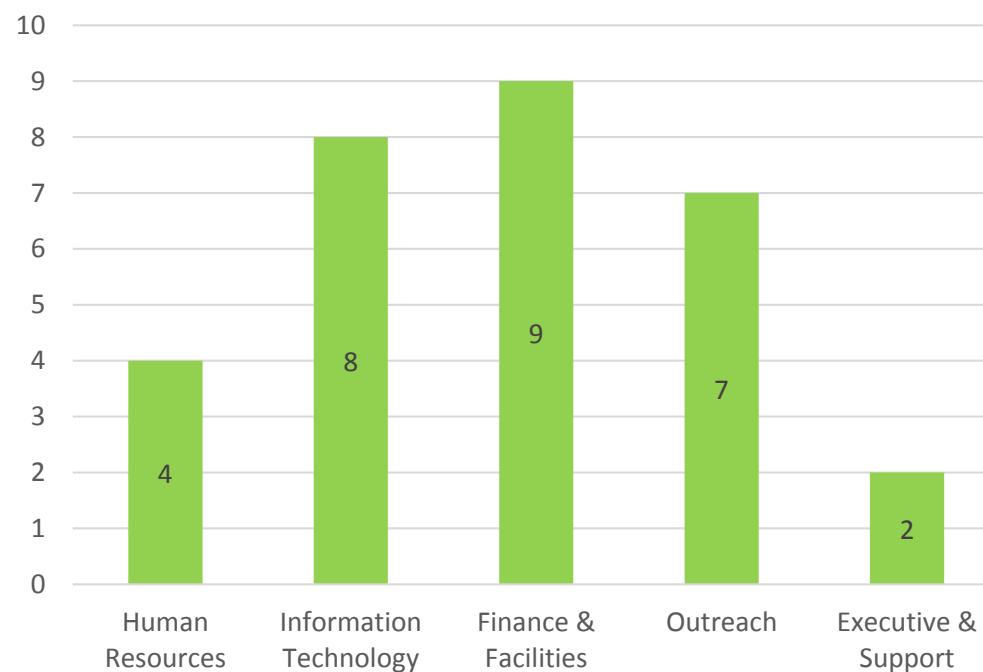


- Proposed Budget for Salaries Reflects a 3% Merit Increase
- Total Amount Awarded for Merits Will Not Exceed 3% of Salaries
- Merit Increases are Awarded Based Upon Achievement of Annual Performance Goals

CSCF STAFF BLEND



\$10.5M Talent Solutions Delivery
156 FTEs



\$2.9M General & Administrative
30 FTEs

CSCF STAFF & SALARY: FULL YEAR-OVER-YEAR COMPARISON

	<u>FY 2019/2020</u>	<u>FY 2018/2019</u>	<u>FY 2018/2018</u>
TOTAL STAFF	186	198	185
TALENT SOLUTIONS	156	169	156
G&A SUPPORT	30	29	29
DEO	39	39	40
 TOTAL SALARIES	 \$ 13,355,000	 \$ 13,378,000	 \$ 12,220,500
 BUDGET	 \$ 29,500,000	 \$ 31,200,000	 \$ 26,800,000
 % OF SALARIES TO TOTAL BUDGET	 45%	 43%	 46%

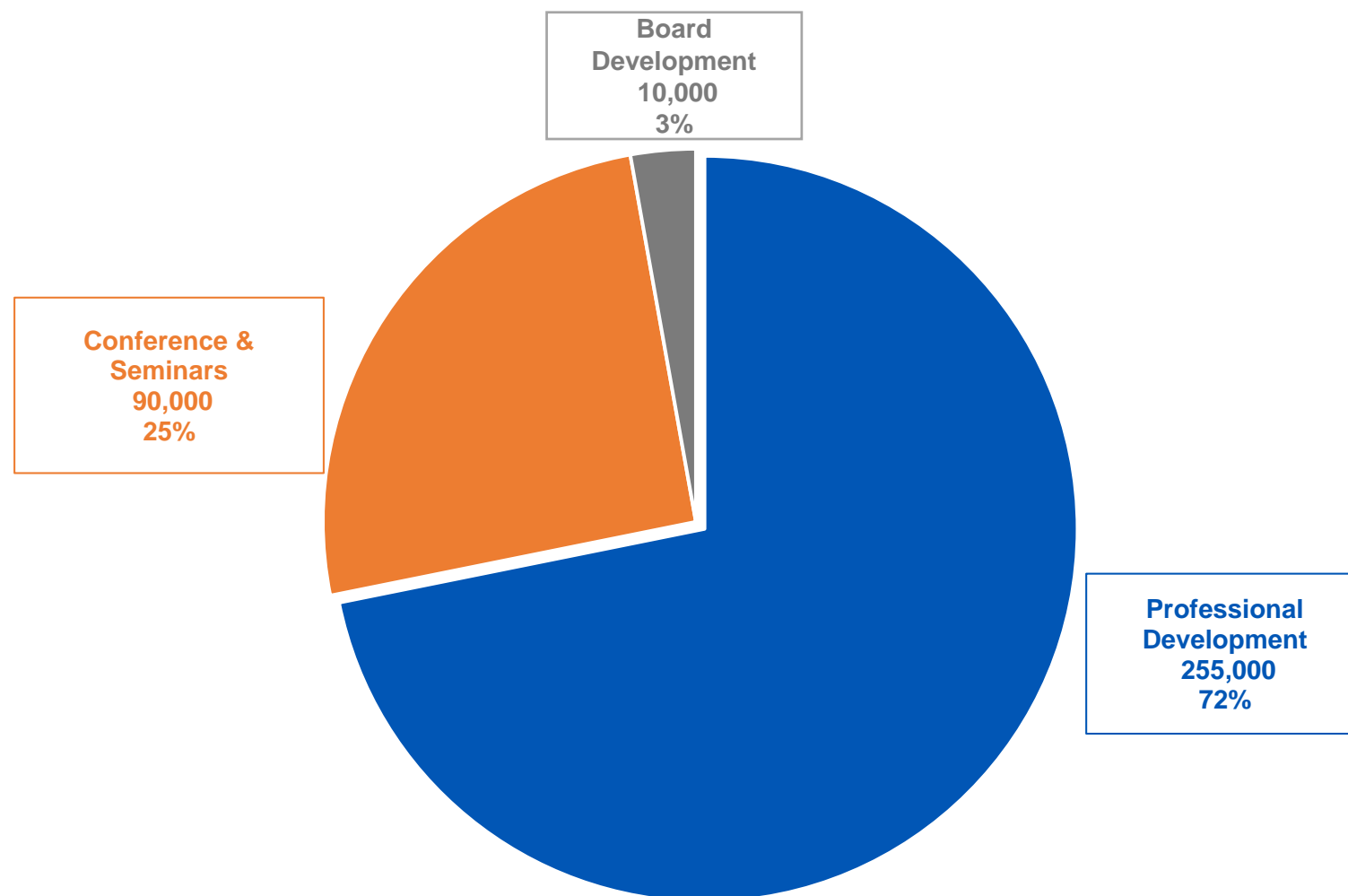
Variables:

- Merit increases and position re-classification
- Increase in staffing mix due to national emergency grant



CSCF STAFF TRAINING & DEVELOPMENT (CAREERSOURCERS)

\$355K



CSCF TRAINING & DEVELOPMENT

Create CareerSourcers Culture

Goal

Align Training & Development Priorities to Key CSCF Values

- Purpose Driven (North Star)
- Innovation (Training)
- Integrity (Trust Creed)

Key Performance Outcomes

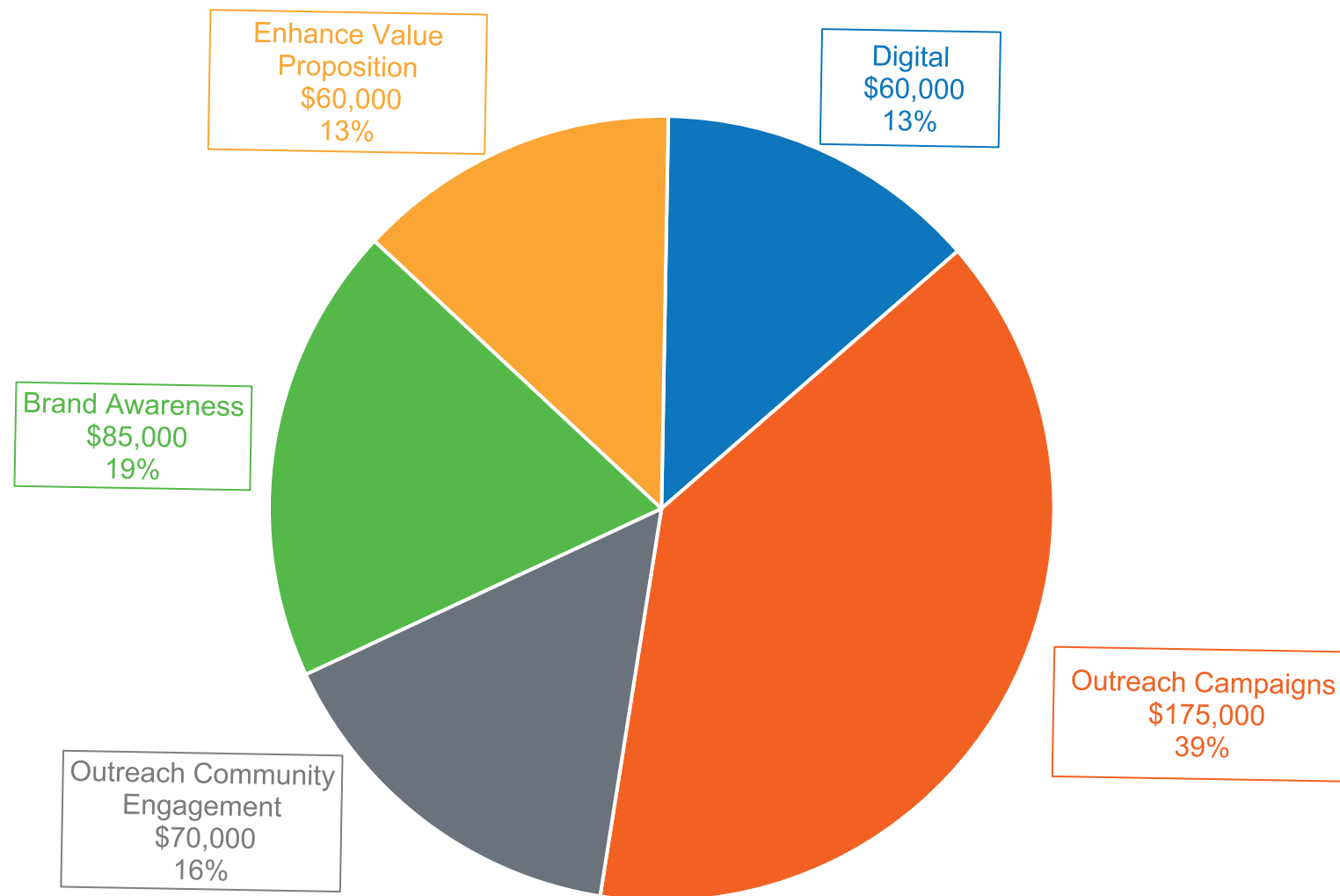
- ✓ Improve Job Performance and Ensure Compliance
- ✓ Talented and Effective Leaders
- ✓ Elevate Emotional Intelligence and Increase Adoption of “CareerSourcer” Attributes
- ✓ Ensure New CSCF Staff are Acclimated into Culture Effectively



Training & Development Priorities

STRATEGIC COMMUNICATIONS BUDGET

\$450K



STRATEGIC COMMUNICATIONS STRATEGY

- **ENGAGE THE TALENT POOL**

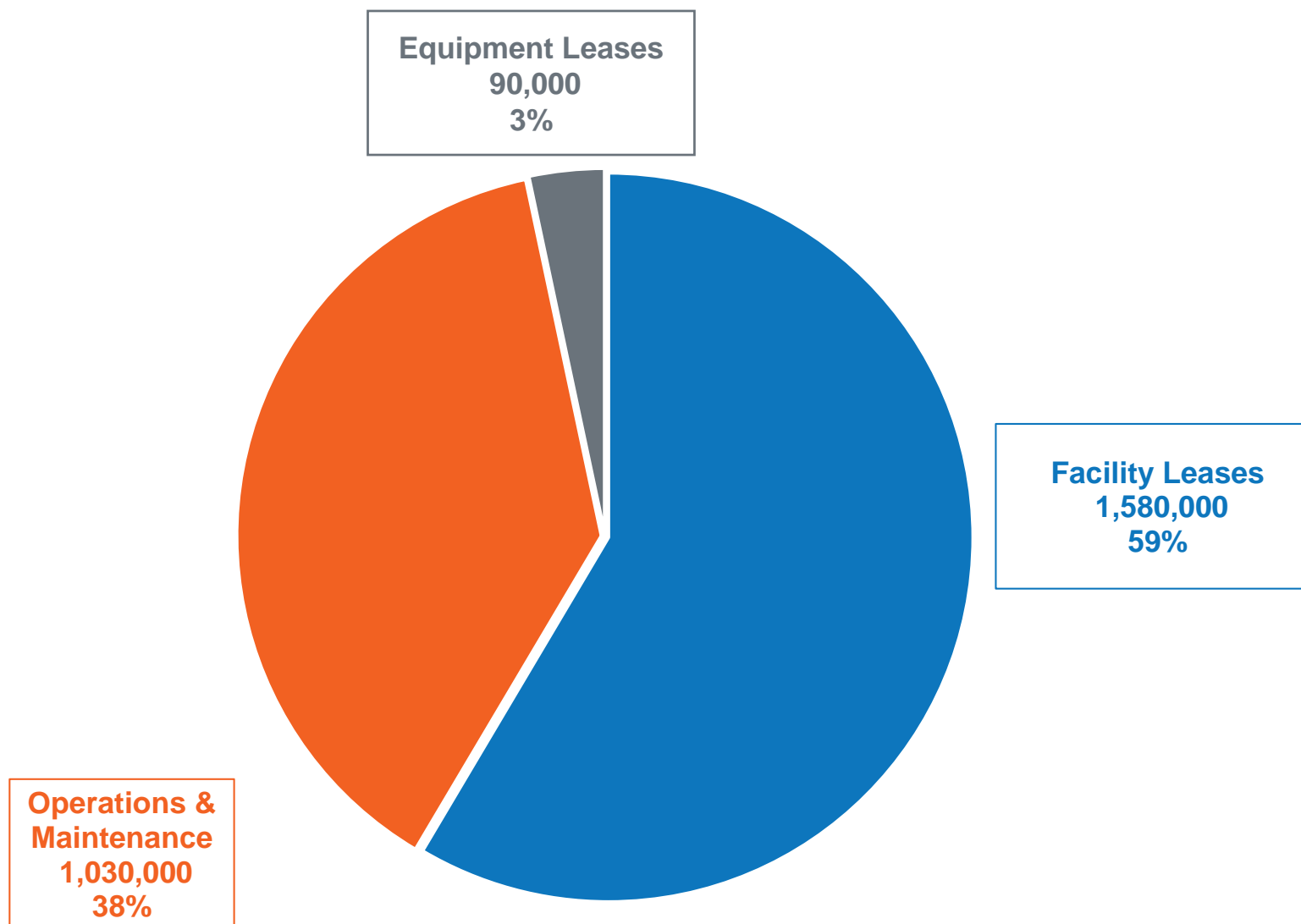
- Drive Awareness and Engagement of CSCF Talent Solutions to Employees and Customers Before, During and After Interactions through:
 - Email Marketing
 - Social Media Engagement
 - Marketing Campaigns
 - Public Relations
 - Internal Communications

- **IMPLEMENT TALENT SOLUTIONS**

- Enhance Customer Journey by Targeting Niche Customers to Drive Relationships More Effectively
- Deliver CSCF Value Proposition Messages Across 5-County Region to Achieve Deeper Customer Loyalty and Satisfaction and Engagement

FACILITIES, MAINTENANCE & RELATED COSTS

\$2.7M



FACILITIES

(1) Lake (Lake Sumter SC)	
Total Square Foot	11,669
Annual Rental Cost	\$154,882
Expiration Date	5/31/2023

(2) Seminole	
Total Square Foot	10,031
Annual Rental Cost	\$142,134
Expiration Date	4/30/2021

(3) West Orange	
Total Square Foot	13,057
Annual Rental Cost	\$194,558
Expiration Date	11/30/2019

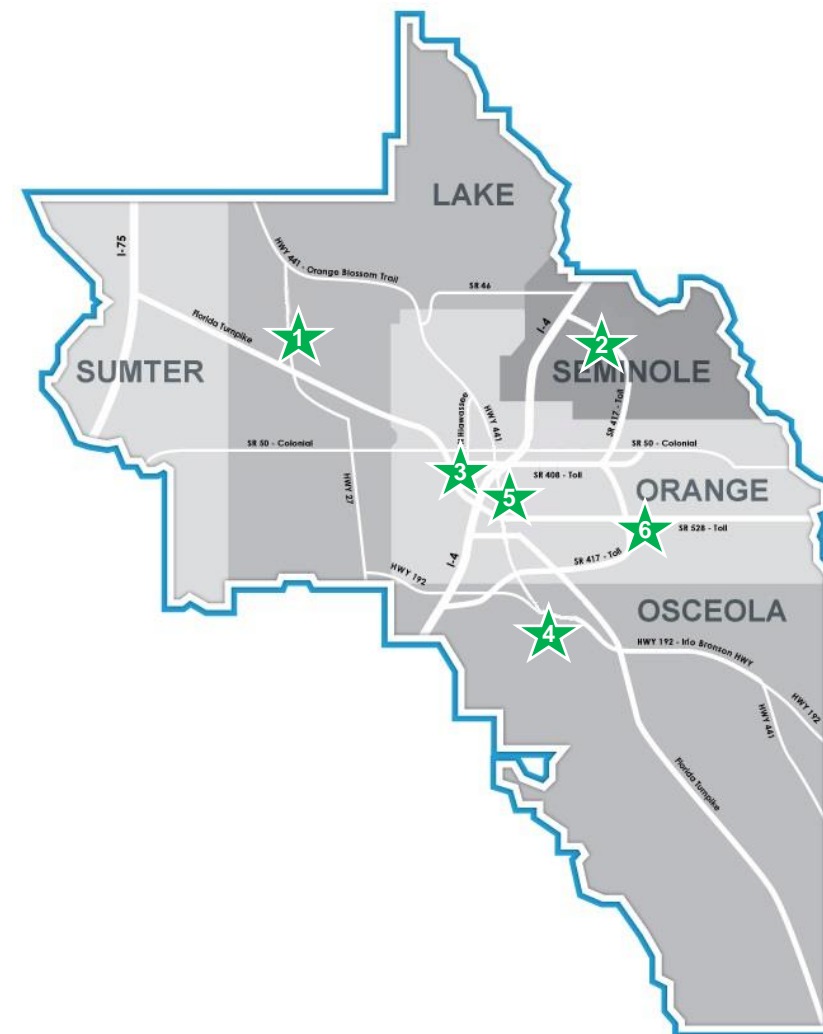
(4) Osceola	
Total Square Foot	30,625
Annual Rental Cost	\$273,788
Expiration Date	12/31/2019

(5) Administration	
Total Square Foot	14,932
Annual Rental Cost	\$323,975
Expiration Date	4/30/2021

(6) Southeast Orange	
Total Square Foot	12,363
Annual Rental Cost	\$173,082
Expiration Date	9/30/2021

(3) West Orange (West Oaks Mall)	
Total Square Foot	12,000
Annual Rental Cost	\$240,720
Move-In Target Date	11/1/2019

(4) Osceola (Valencia College)	
Total Square Foot	12,731
Annual Rental Cost	\$190,965
Move-In Target Date	01/01/2020



Rent / Related cost for maintaining locations represents approximately 9.2% of total rent

G&A CONTRACTED SERVICES

\$440K

Accounting / External Monitoring

\$200K

- External Financial Audit Fees and Third-party Financial Monitoring

Human Resources

\$140K

- Benefit Broker Fees, Third-party Payroll Services and Recruitment Tools

Legal

\$50K

- General Counsel Fees and Employment Law Support

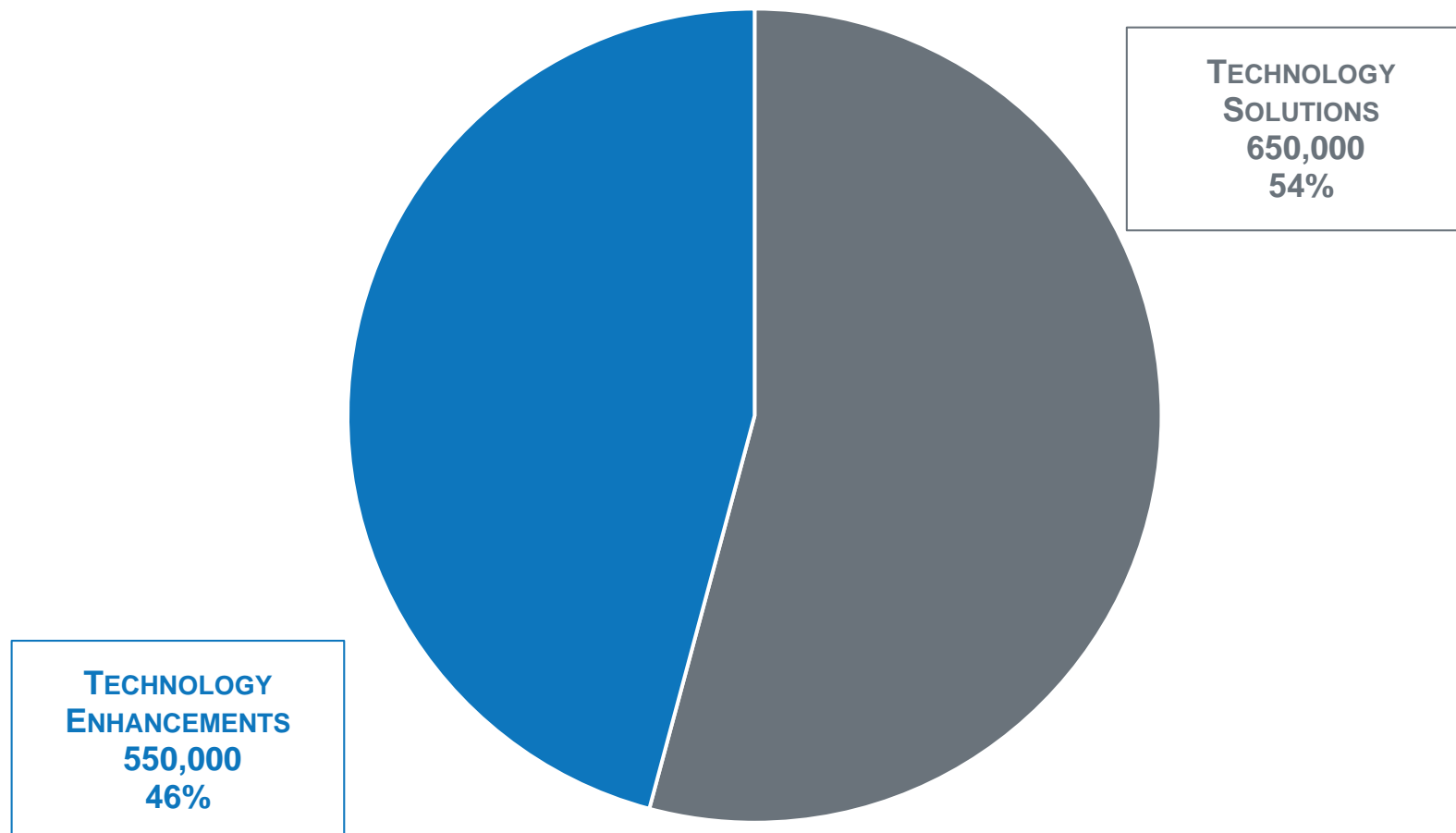
Sterling Implementation

\$50K

- Sterling Implementation

INFORMATION TECHNOLOGY COST / NETWORK EXPENSES

\$1.2M



INFORMATION TECHNOLOGY STRATEGY

- **DRIVE BEST-IN-CLASS TECHNOLOGY SOLUTIONS**

- Expand CSCF's Technology Portfolio to Enhance Digital Solutions that Inform and Engage Internal and External Audiences
- Develop and Advance Customer Relationship Management, Human Resource Information Systems, and Enterprise Resource Planning Solutions.
- Improve and Enhance Cloud-based and Mobile Technology Solutions for Virtual Service Delivery

- **DELIVER TECHNOLOGY ENHANCEMENTS**

- Upgrade Computers and mobile devices Utilized at Career Centers to Create New Career Seeker Experiences
- Expand Virtual Communication Platforms for Staff and Customer Use
- Upgrade CSCF Network Infrastructure with Modern High-performing and Secure Platforms to Meet Next Generation Technology Requirements

SUMMARY

- Board Goals - Engage the Talent Pool & Implement Talent Solutions
- Fiscal Responsibility
 - Total Funding Revenue \$29.5M; Year-over-Year -5.4%
 - Drive Funding Strategies in High Growth Industries and Training for In-Demand Occupations
 - 81.8% Earmarked to Deliver Talent Solutions; 18.2% in General & Administrative
- Continue Focus Resources on High Growth Industries and in High Demand Career Professions

Thank you!

[RETURN TO AGENDA](#)



PRESIDENT'S REPORT

06-20-19

PAM NABORS
PRESIDENT & CEO

2018-2019 ACCOMPLISHMENTS

CSCF ORGANIZATIONAL

- ✓ Met Enrollment & Investment Projections
- ✓ Launched Weekly CSCF Scorecard
- ✓ Met and Exceeded WIOA Performance Standards
- ✓ Implemented a Revenue Diversity Strategy
- ✓ Financial and Monetary Passed All Required Audits with Zero Findings
- ✓ Launched Expanded Summer Youth Program to Serve 1,000 Young Adults
- ✓ *The Board Source*, our Monthly Newsletter for Board of Directors and Key Stakeholders, went Live
- ✓ Completed Initial Research to Better Define our Niche Customer Characteristics

2018-2019 ACCOMPLISHMENTS

CSCF ORGANIZATIONAL

- ✓ Completed Website Assessment – New Website to Launch Next Program Year
- ✓ Exceeded Initial Project Restore Enrollment Goals & Helped over 500 Relocated Citizens Become Acclimated to Orlando
- ✓ Developed New Talent Solutions for Roofing Apprenticeship Program
- ✓ Integrated Service Pilot Project with Lake County Community
- ✓ New Non-traditional Registered Apprenticeship – “Disability Benefits Analysts”

2018-2019 ACCOMPLISHMENTS

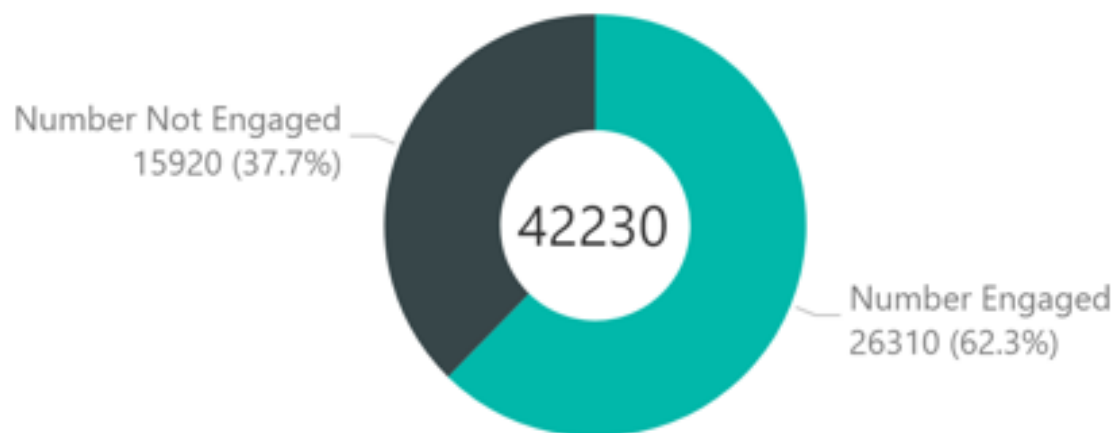
INTERNAL SUCCESSES

- ✓ Health Benefits Renewed with No Additional Cost to Staff
- ✓ Conducted CSCF Security Training and Site Assessment, Implementing Recommendations to Ensure Staff Safety
- ✓ Earned a 4.4% Success Rate in Cyber Security Check, an Improvement from 12% Last Year
- ✓ Implemented Office 365 Products for Staff Efficiencies
- ✓ Debuted *News From the Source* Weekly Internal Newsletter and *SourceFlix* Quarterly Videos with Access via Cell Phones
- ✓ Unveiled New Lake Sumter Career Center Location
- ✓ Established New Human Resources Division Focused on Developing “CareerSourcers”
- ✓ Established New Career Center Ops Team through Internal Promotions

Scorecard

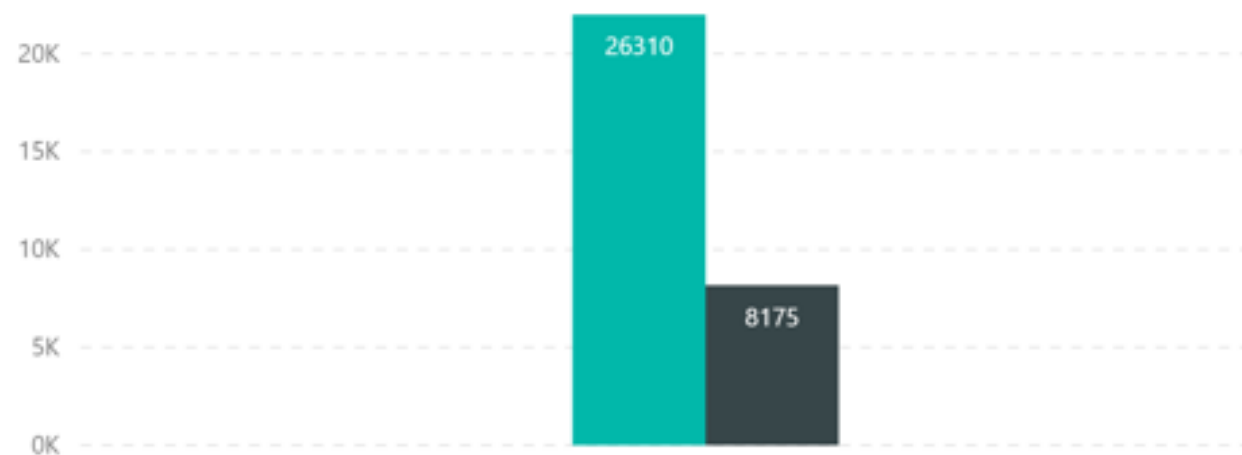
ENGAGE THE TALENT POOL

CSCF Customers



Customers Served by Staff

● Number Engaged by Staff ● Number Placed in Verified Employment

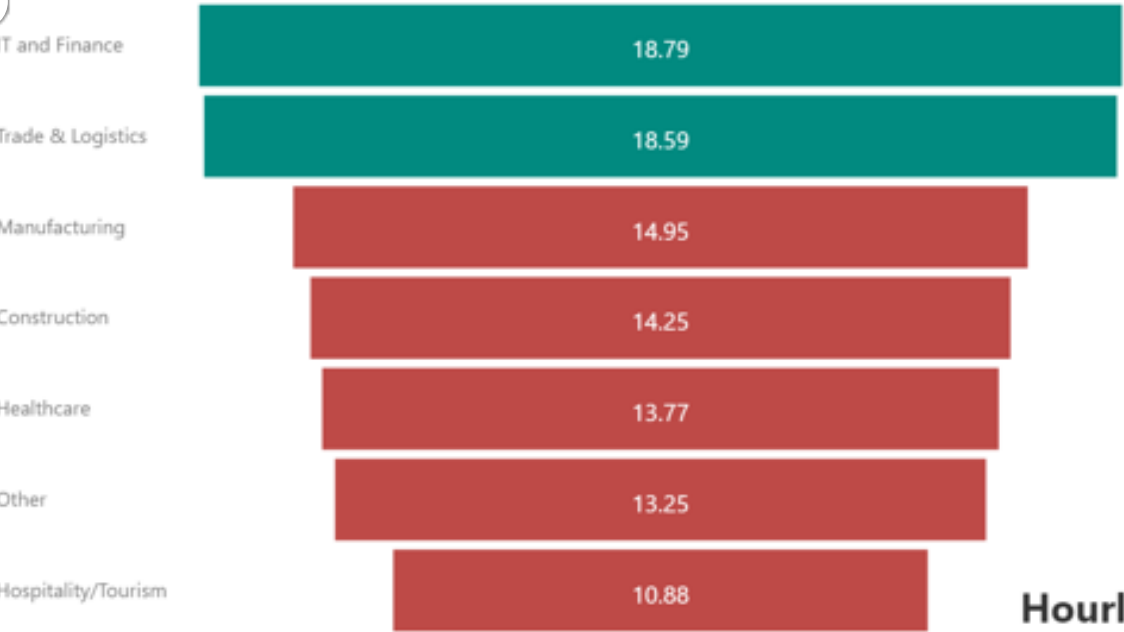


ENGAGE THE TALENT POOL

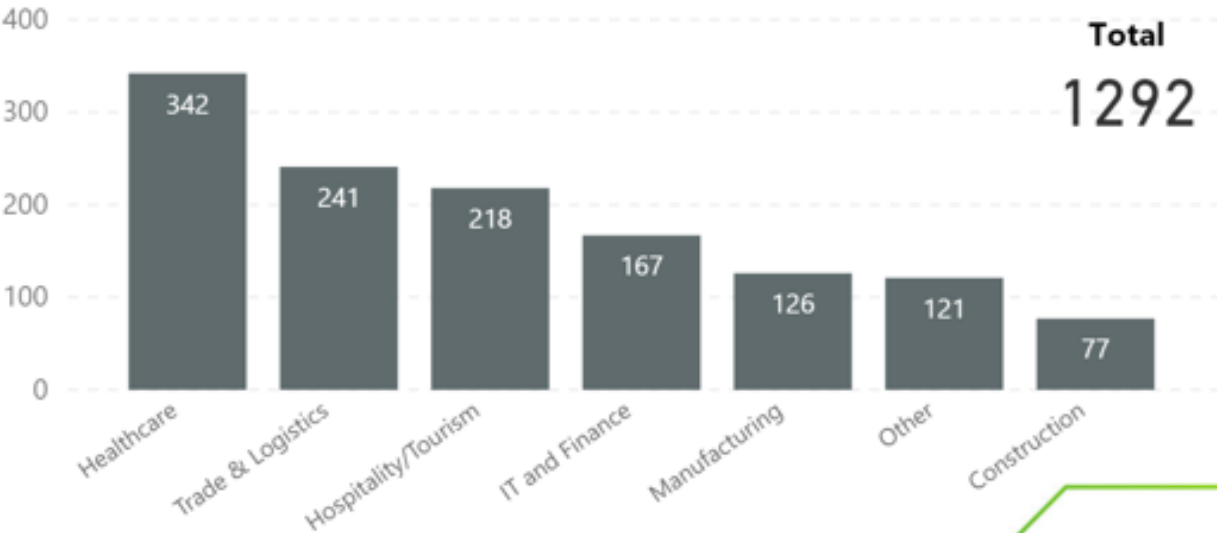
Career Seekers In Training



Average Wage of Trained Individuals Placed in Verified Employment by Targeted Sector



Number Trained and Placed in Verified Employment by Targeted Sector



Hourly Wage Goal: \$15.00
Green Above Goal / Red Below Goal

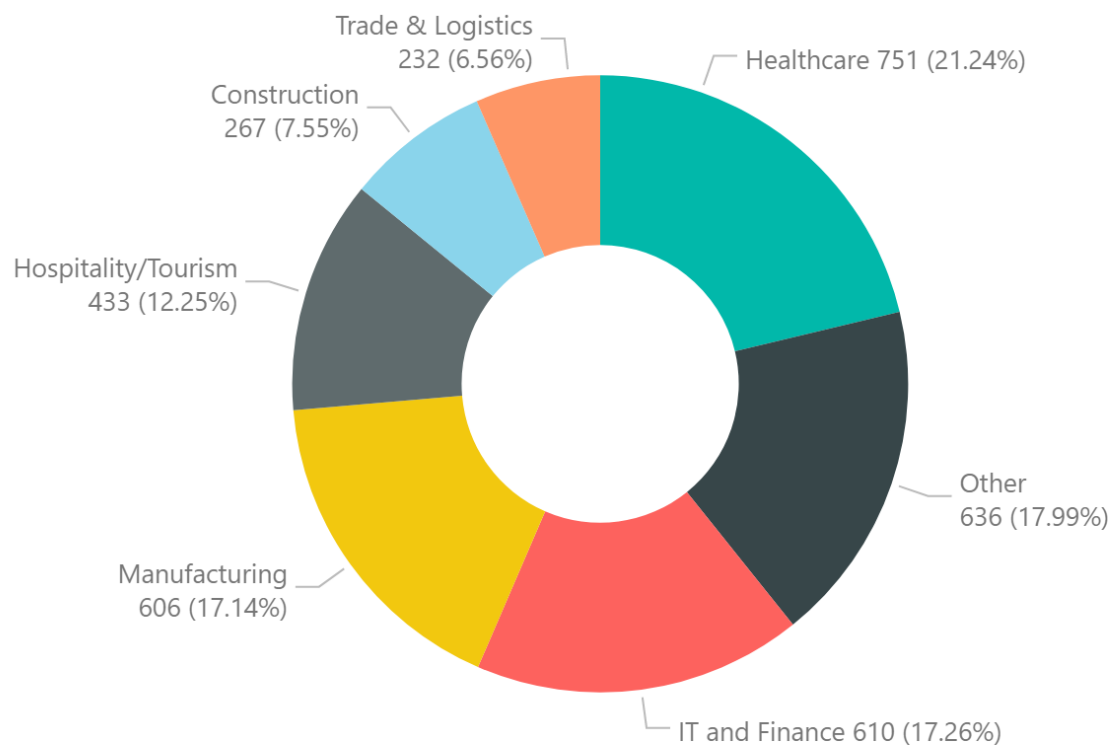


ANALYZE THE BUSINESS ENVIRONMENT

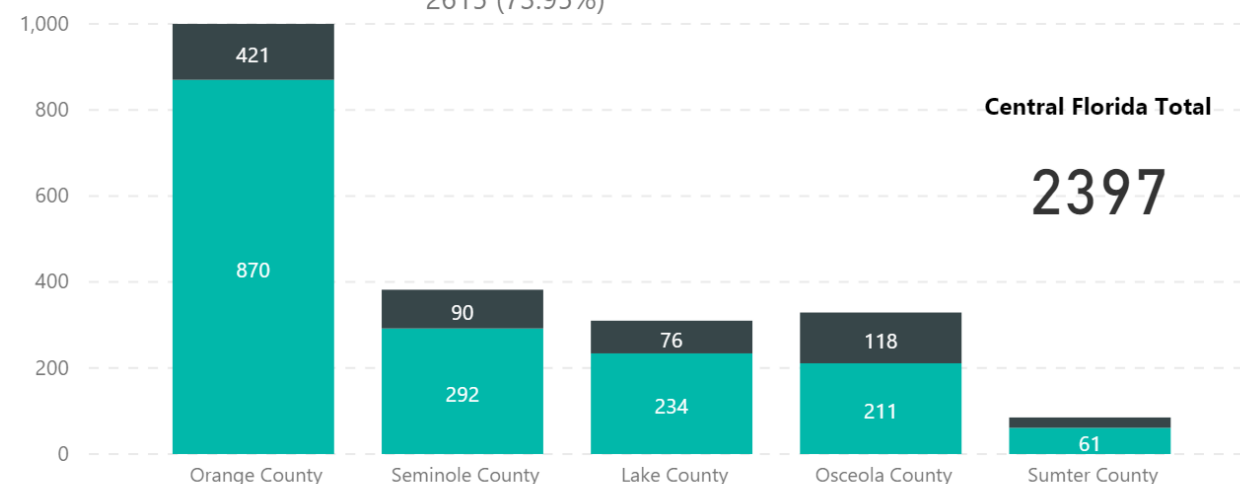
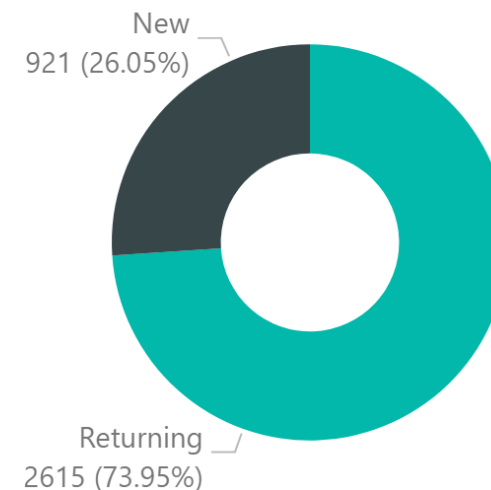
3535

Total Businesses Served

Businesses Served by Targeted Sectors

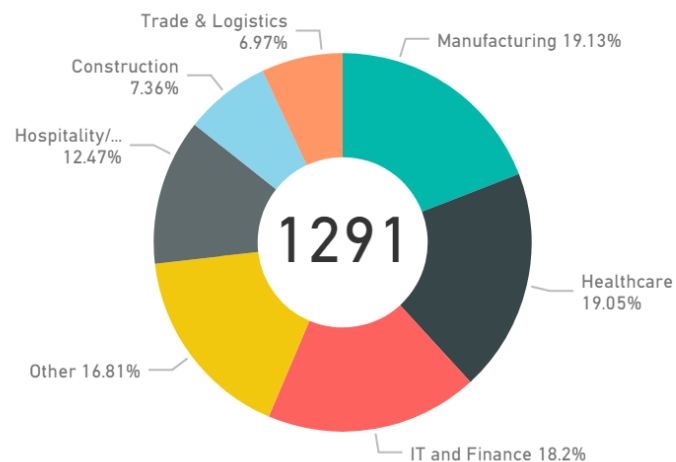


New and Returning Businesses Served

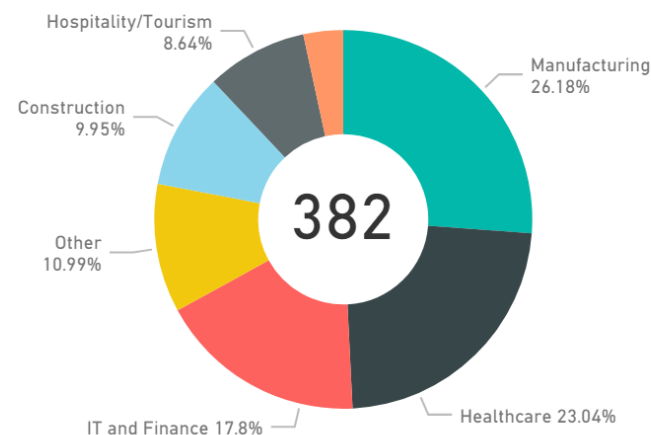


ANALYZE THE BUSINESS ENVIRONMENT

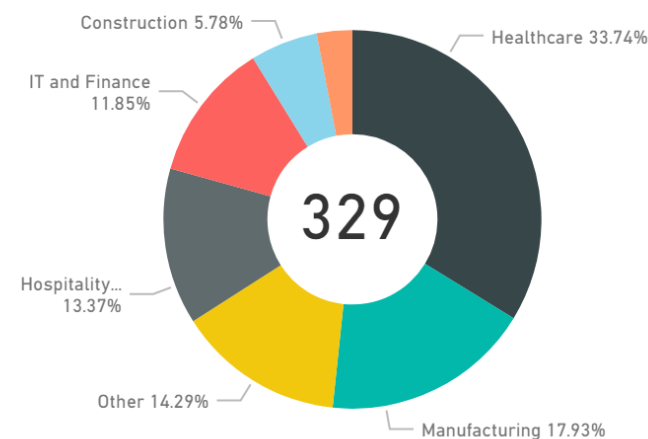
Orange County



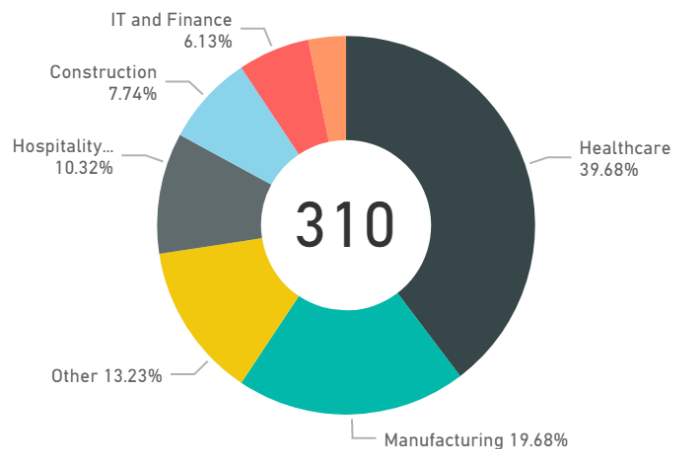
Seminole County



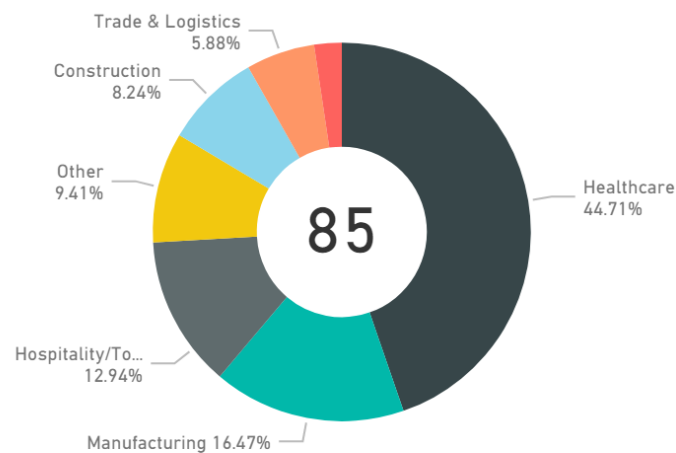
Osceola County



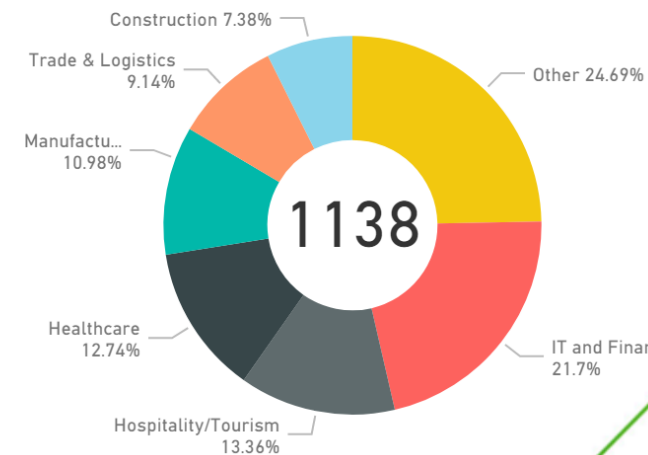
Lake County



Sumter County



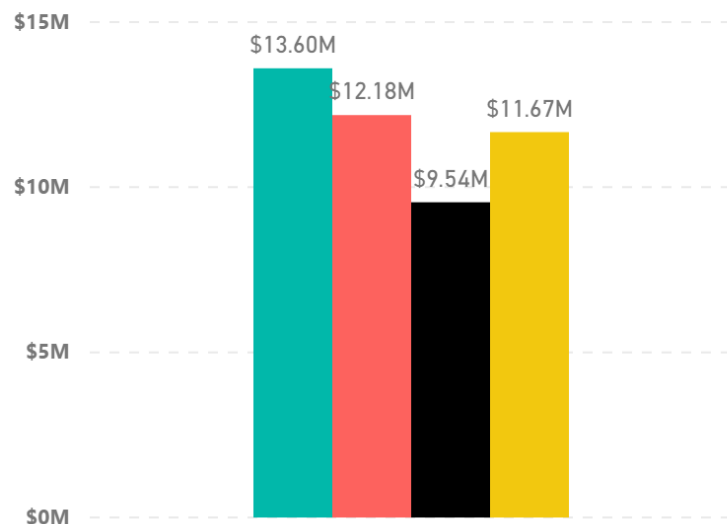
Businesses Outside Region



FINANCE

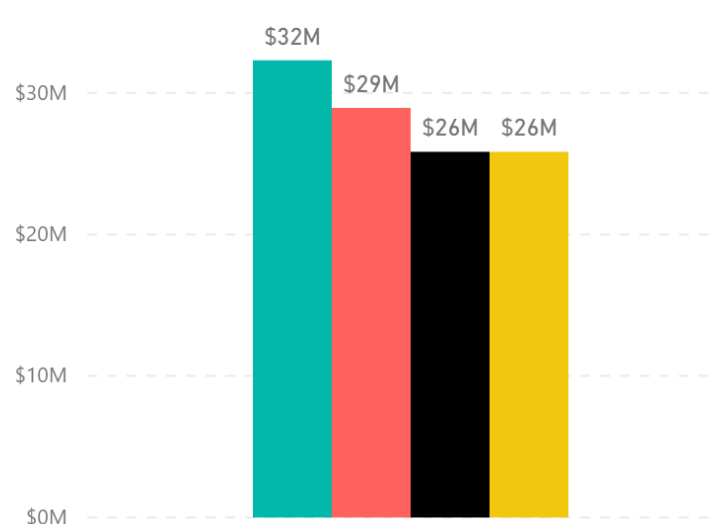
CSCF Training Budget vs. Actual

● Budget ● YTD Target ● Actual ● Actual + Obligations



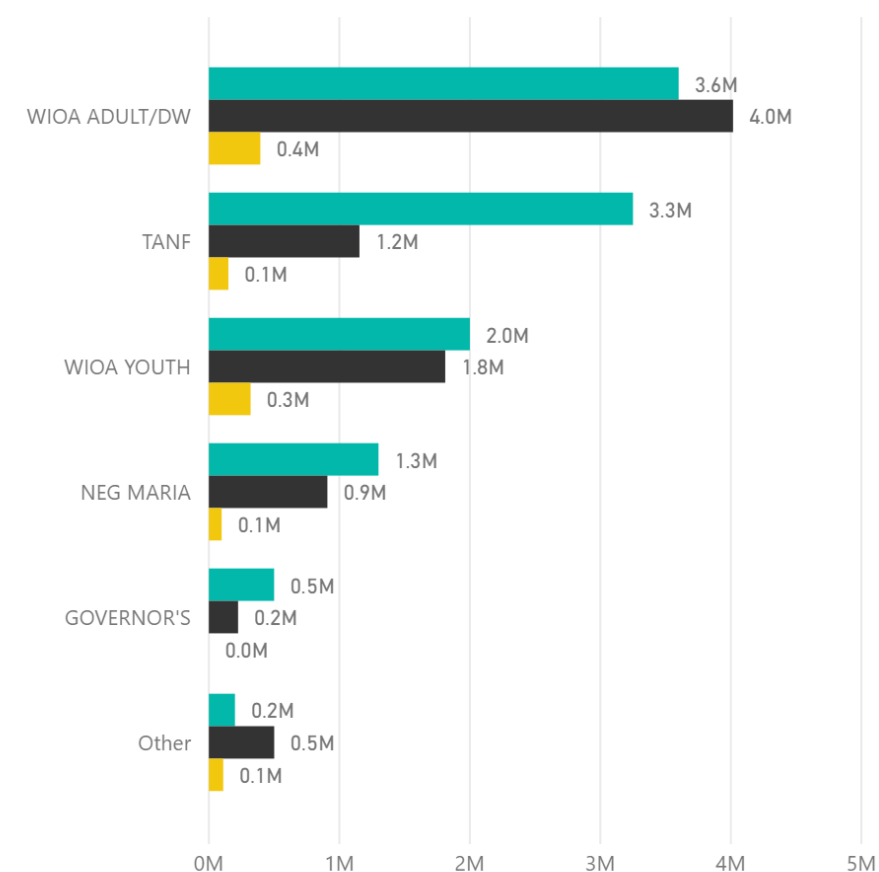
Total CSCF Budget vs. Actual

● Budget ● YTD Target ● Actual ● Actual + Obligations

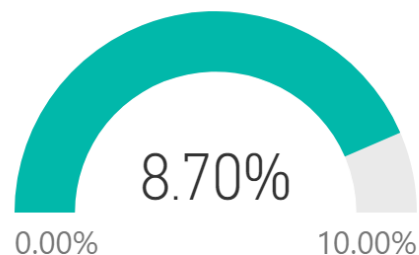


Budget vs Total Expenses by Category

● Budget ● Expenditures & Obligations ● Long Term Obligations

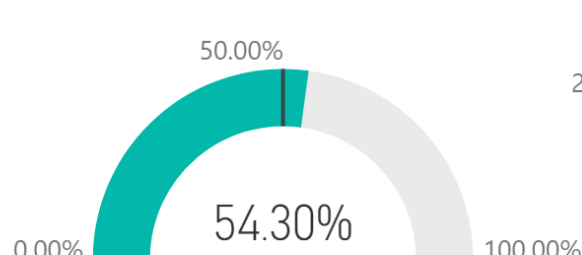


G&A Cost (Admin)



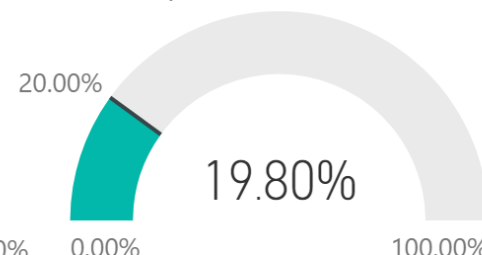
* 10% Ceiling is set by Federal Guidelines *

ITA % (Adult DW)



* 50% Target set by State Statute *

Work Experience % (Youth)

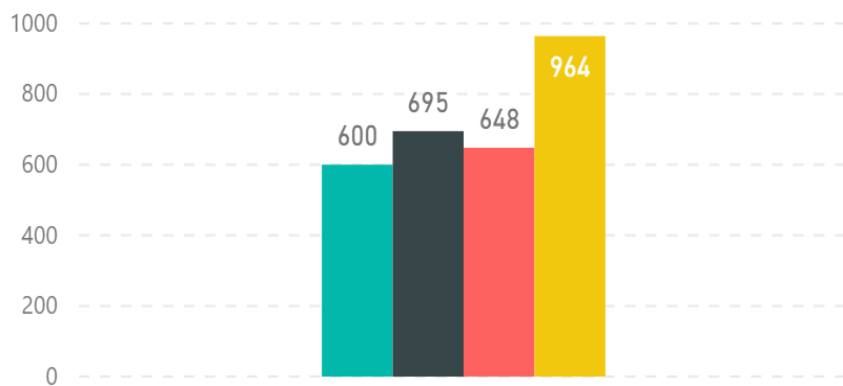


* 20% Target set by Federal Guidelines *

YOUTH DASHBOARD - EXECUTIVE

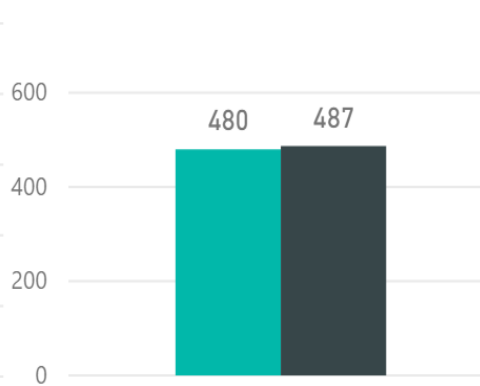
Youth Enrollments

18-19 Goal ● Enrollments Actual ● Unique Youth Actual ● Active Youth



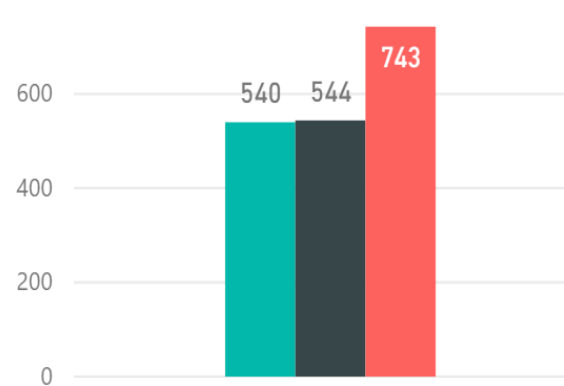
Youth Positive Outcomes

● Goal ● Positive Outcomes



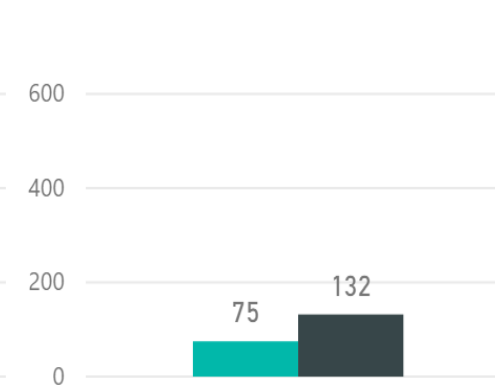
Youth Earning Credentials

● Goal ● Unique Youth ● Earned Credentials



Youth Earning HSD/GED

● Goal ● HSD/GED Earnings



QUESTIONS & COMMENTS?

[RETURN TO AGENDA](#)



CareerSource Central Florida
Budget Versus Actual Report
As of 04/30/19

Agenda Item 10C

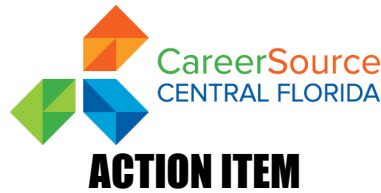
CSCF Budget FY 2018 - 2019			INDIRECT COST													Special Grants/ Other Awards	UNRESTRICTED		
Funding Sources	Total Revenue			RESEA 119	WIOA Adult 20	Youth 22	WIOA DW 30	WT 60	TAA 81	SNAP 85	WP 90	DVOP 94	UC 96	LVER 98					
Carry In Funds From FY 17 - 18	11,048,130			-	3,088,550	2,964,814	-	581,577	-	-	441,320	-	-	-		3,971,869		Actual Expenditures	% of Expenditures
FY 18 - 19 Award	26,415,505			528,000	4,844,403	4,667,941	5,194,940	6,974,230	250,000	934,555	1,941,764	150,232	246,318	113,842		569,280	220,000		
Award Total - Available Funds	37,463,635			528,000	7,932,953	7,632,755	5,194,940	7,555,807	250,000	934,555	2,383,084	150,232	246,318	113,842		4,541,149	220,000		
LESS planned Carryover For FY 19 - 20	(6,263,636)			-	(1,479,460)	(2,000,000)	(2,298,735)		-	-	(485,441)	-	-						
Total Available Funds Budgeted	31,200,000			528,000	6,453,493	5,632,755	2,896,205	7,555,807	250,000	934,555	1,897,643	150,232	246,318	113,842		4,541,149	220,000		
PROGRAM	Authorized Budget																		
Salaries/Benefits	13,378,000		1,222,881	331,669	2,568,240	1,808,007	277,362	2,202,655	8,386	525,164	339,195	150,951	71,067	96,010		745,560	63,823	10,410,969	77.8%
Program Services	13,000,000		24,926	4,412	3,386,322	2,206,910	486,772	2,204,822	94,255	7,359	21,757	6,062	981	4,507		1,118,145	7,148	9,574,380	A 73.6%
Professional Services	670,000		275,572	4,407	34,220	22,216	3,677	28,425	453	7,696	23,050	6,543	1,124	4,646		9,088	27	421,142	62.9%
Outreach	282,000		29,830	5,724	45,982	29,007	4,592	36,819	683	9,786	27,322	7,843	1,066	6,084		19,226	3,717	227,681	80.7%
Infrastructure/Maintenance & Related Cost	2,400,000		144,219	20,916	167,528	107,523	15,838	130,811	2,593	35,776	1,352,963	28,678	4,023	29,875		49,171	84,468	2,174,381	90.6%
IT Cost/Network Expenses	1,165,000		71,332	18,078	155,200	109,965	17,748	126,969	3,553	35,135	132,937	29,839	3,753	20,490		45,071	395	770,463	66.1%
Staff Development & Capacity Building	305,000		30,439	2,945	44,354	19,621	2,523	20,633	378	8,008	15,606	4,769	690	3,265		6,483	27,277	186,992	61.3%
Indirect Cost (10%)			(1,981,418)	36,704	606,167	403,607	78,961	461,304	10,848	59,433	65,678	21,823	7,862	14,653		207,032	11,009		
EXPENDITURES	31,200,000		(182,218)	424,856	7,008,013	4,706,855	887,472	5,212,438	121,148	688,355	1,978,509	256,507	90,566	179,530		2,199,776	197,863	23,766,008	76.2%
FUNDING DECISIONS	-		8,886	-	(618,983)	36,779	548,650	-	-	-	159,839	(99,301)	-	(60,538)		90,364	(65,697)	90,364	
TOTAL BUDGET/EXPENDITURES	23,766,008		(173,332)	424,856	6,389,031	4,743,635	1,436,122	5,212,438	121,148	688,355	2,138,348	157,206	90,566	118,992		2,290,140	132,166	23,766,008	76.2%
TOTAL AVAILABLE FUNDS	7,433,991		173,332	103,144	64,462	889,120	1,460,083	2,343,370	128,852	246,200	(240,705)	(6,974)	155,752	(5,150)		2,250,999	87,833		
% OF FUNDS EXPENDED BY GRANT	76.2%			80.5%	99.0%	84.2%	49.6%	69.0%	48.5%	73.7%	112.7%	104.6%	36.8%	104.5%		50.4%	60.1%		
% OF FUNDS EXPENDED (INCLUDING OBLIGATIONS)	80.9%																		
TRAINING OBLIGATIONS	\$		% of Budget																
Training Expenditires as of 04/30/19	9,574,380	A	73.6%	A - The states mandates that 50% of total WIOA adult and dislocated worker funds are spent in client intensive training activities.															
Obligations (Training not yet billed by vendors)	1,466,246		10.8%																
Total Training & Expenditures	11,040,626		81.2%	B - The state mandates that total administrative cost are not to exceed 10% of total cost.															
	ACTUAL		TARGET																
ITA % (Adult DW)	54.3%		50.0%																
ITA% (Youth)	19.9%		20.0%																
ADMINISTRATIVE COST %	9.0%		10.0%																

CareerSource Central Florida
Current Year Budget and 2 yr Expenditure Comparison
As of 04/30/19

	CY	PY	\$	%
Funding Sources	Revenue	Revenue	Difference	Difference
Carry In Funds From FY 17 - 18	11,048,130	5,657,409	5,390,721	
FY 18 - 19 Award	26,415,505	33,365,447	(6,949,942)	
Award Total - Available Funds	37,463,635	39,022,856	(1,559,221)	
LESS planned Carryover For FY 19 - 20	(6,263,635)	(8,448,540)	2,184,905	
Total Available Funds Budgeted	31,200,000	30,574,316	625,684	2.0%

	Budget	CY Expenditures	PY Expenditures	\$ Difference	% Difference
Salaries/Benefits	13,378,000	10,410,969	9,752,007	658,962	6.8%
Career & Youth Services	13,000,000	9,574,380	7,565,172	2,009,207	26.6%
Professional Fees	670,000	421,142	700,206	(279,063)	-39.9%
Outreach	282,000	227,681	122,903	104,778	85.3%
Infrastructure/Maintenance & Related Cost	2,400,000	2,174,381	1,965,145	209,235	10.6%
IT Cost/Network Expenses	1,165,000	770,463	684,820	85,643	12.5%
Staff Development & Capacity Building	305,000	186,992	153,288	33,704	22.0%
TOTAL EXPENDITURES	31,200,000	23,766,007	20,943,542	2,822,466	13.5%

	BUDGET	CY ACTUAL	PY ACTUAL
ITA %	50.0%	54.3%	55.0%
ADMINISTRATIVE COST %	10.0%	9.0%	9.0%



To: CareerSource Central Florida Board of Directors
From: Executive Committee
Subject: CareerSource Central Florida - Facilities
Date: June 20, 2019

Purpose:

Executive Committee to provide recommendation to the CareerSource Central Florida (CSCF) Board regarding CSCF's relocation of its office in West Orange County.

Background:

CSCF has occupied its current West Orange County office located on Highway 50 & Powers Drive over the last ten years. As the lease nears its expiration date, staff has evaluated the needs of that office against the needs of the organization and have gone to market to review other available options. The challenges with the current office space includes wasted square footage due to inefficiencies in the space layout, lack of maintenance in the plaza, low visibility, and multiple crime incidents in neighboring businesses that have caused service interruption.

CSCF engaged its real estate broker to research the market and provide space options within a five-mile radius of the current office. Based on market availability, staff toured several locations and feel that the best option currently available is inside the West Oaks Mall located two miles west of the current office location. The mall has gone through a transformation going away from traditional mall tenants and has added large corporate tenants such as Bed, Bath & Beyond customer service center, Sun Pass, and Orange County Tax Collector. The mall location also brings us closer to customers in Clermont and Winter Garden.

Below is a financial analysis reflecting CSCF's current lease versus the current proposal obtained from the West Oaks Mall:

<u>Westside Plaza (Current Lease)</u>	<u>West Oaks Mall (Proposed New Lease)</u>
Lease Size: 13,054	Lease Size: 12,000
Rate: \$14.47 per sq./ft. (NNN); Total Rate \$19.29	Rate: \$15.00 per sq./ft. (Modified Gross); Total Rate \$18.50
Annual Rent Escalation: 3%	Annual Rent Escalation: 2.5%
Tenant Improvements: \$0	Tenant Improvements: \$480,000 Allowance; Total Rate \$23.56
Office Security: \$40,000 Annual Cost	Office Security: \$0 (Included)
<u>Total Annual Cost: \$291,600</u>	<u>Total Annual Cost: \$282,720</u>
<u>60 Month Term Total: \$1,523,000</u>	<u>60 Month Term Total: \$1,473,000</u>

Note: The renewal option provides CSCF two extension options of five years for each renewal option. The renewal base rent does not include the amortized tenant allowance for the initial term. The base rate for the first option would be \$17.00 per sq./ft. and \$19.50 per sq./ft. for the second renewal option.

Action Item:

The Executive Committee is requesting approval from the CSCF Board to finalize negotiations and execute a lease with the West Oaks Mall within the parameters of the financial analysis provided in this memo. Legal counsel will review the lease prior to final execution.



CURRENT OFFICERS

Board Position	Nomination	Job Title	Organization
Chair	Debbie Clements	Government & Community Relations Manager	Duke Energy
Vice Chair	Mark Wylie	President/CEO	Central Florida Chapter Associated Builders & Contractors, Inc.
Treasurer	Eric Ushkowitz	Economic Development Administrator	Orange County Government
Secretary	Leland Madsen	Administrator	Bedrock Resources, Inc.

PROPOSED OFFICER NOMINATIONS

Board Position	Nomination	Job Title	Organization
Chair	Mark Wylie	President/CEO	Central Florida Chapter Associated Builders & Contractors, Inc.
Vice Chair	Jody Wood	Vice President, Recruitment and Talent Management	Disney Parks, Experiences & Products
Treasurer	Eric Ushkowitz	Economic Development Administrator	Orange County Government
Secretary	Jeff Hayward	President/CEO	Heart of Florida United Way

The Gig Economy

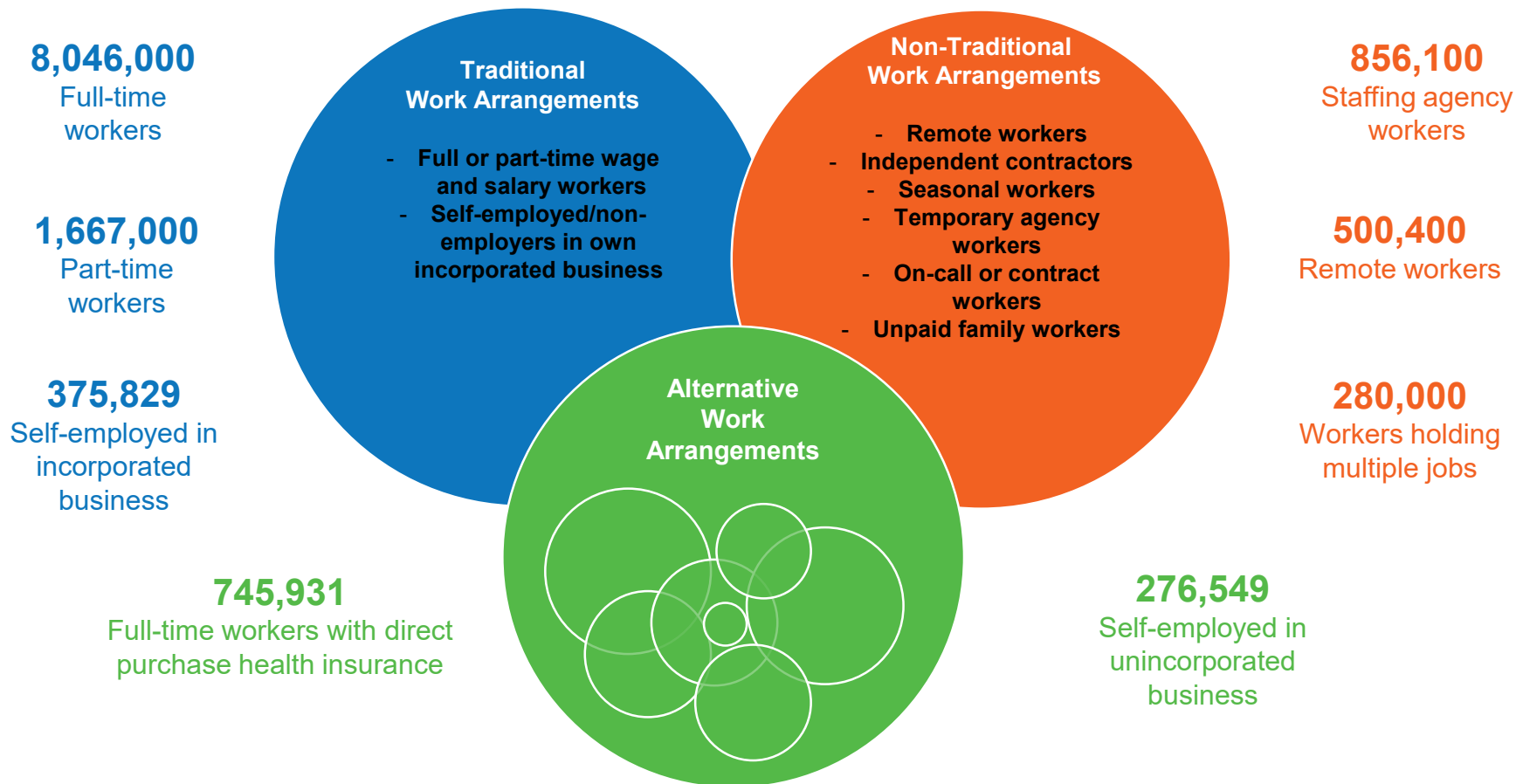
Warren Davis, Policy Analyst

CareerSource Florida

June 20, 2019



What is the gig economy?



Why choose gig employment?

- **Flexibility**
 - Preference, by choice or necessity, for flexible work hours, locations, or tasks
- **Independence**
 - Preference for self-directed or short-term work
- **Variety**
 - Interest in project-based work, varying assignments, or non-career opportunities
- **Necessity**
 - Traditional employment options may be limited
 - Supplemental income may be necessary
- **Interest**
 - Sense of fulfillment or expression of 'hobby' skills and interests

What are some types of gig workers?

The Subscriber — Full-time work. Single income source. Likely high skilled. Professional, technical, or creative services occupations. Gig worker by choice.

The Reluctant — Part-time work. Single or additional income source. High, middle, or low skills. Gig worker out of necessity.

The Alternative — Full or part-time work. Single income source. Professional services, transportation, or other occupations. Gig worker out of necessity.

The Supplementer — Part-time work. Additional income source. Professional services, transportation, and other occupations. Gig worker by choice.

The Retiree — Part-time work. Additional income source. Professional, transportation, and other occupations. Gig worker by choice or from necessity.

The Enthusiast — Full or part-time work. Additional or no income source. Professional, technical, or creative services, goods-producing, non-profit, and other occupations. Gig worker by choice.

Why do some businesses employ gig workers?

- Ease recruitment demands and close hiring gaps
- Reduce direct costs and manage fringe costs
- Respond to seasonal and on-demand variations
- Support integration of new products or processes
- Gain access to new skills, languages, or talent
- Support market or product expansions

Workforce Needs of Gig Workers

- Basic **digital literacy training** and independent work opportunity education
- **Work readiness programming** (e.g. experience-based resumes, gig counseling, and soft skills-building)
- **Entrepreneurial and independent work training** (e.g. marketing, pricing,, finance, and management)
- Targeted or **technology-specific skill upgrades**
- **Business-specific training** or industry certifications

Opportunities and Impacts

- Provides **critical starter experience** for the unemployed, underemployed, or recently dislocated
- Beneficial for **workers facing barriers** to traditional employment
- **Expands pathways to entrepreneurship**
- **Opens new markets for training**, skills development, and continuing education
- Potential **differentiator and competitive edge** in the global economy

Questions for Consideration

- What impact might the gig economy have on this region, its clients, employers, job-seekers, and strategic partners?
- How can the local workforce development board position itself to meet market demands of the gig economy?
- How can the local board and its business partners collaborate to recruit, retain, and train gig workers?
- What opportunities exist for the local workforce development board to better understand and deliver services for gig workers and businesses?

Thank you!

Warren Davis, Policy Analyst

p (850) 889-0698 | wdavis@careersourceflorida.com



Agenda Item 12

Meeting	July	August	September	October	November	December	January	February	March	April	May	June
Board of Directors		New Board Member Orientation Session Date/Time: TBD		10/3/2019 (Thu) Board Mtg. 9:00-10:30am				2/20/2020 (Thu) 9:00-10:30am		4/23/2020 (Thu) 9:00-10:30am		
Joint Meeting: Consortium & Board of Directors						12/12/2019 (Thu) 9:00-11:00am						6/25/2020 (Thu) 9:00-11:00am
Executive Committee	7/18/2019 (Thu) 9:00-10:30am		9/26/2019 (Thu) 9:00-10:30am			12/5/2019 (Thu) 9:00-10:30am		2/13/2020 (Thu) 9:00-10:30am		4/16/2020 (Thu) 9:00-10:30am		6/18/2020 (Thu) 9:00-10:30am
Revenue Diversity Ad Hoc Committee (subcommittee of Executive)		Date/Time:TBD			11/4/2019 3:00-4:30pm		1/8/2020 (Wed) 3:00-4:30pm			4/8/2020 (Wed) 3:00-4:30pm		6/10/2020 (Wed) 3:00-4:30pm
Finance Committee				10/8/2019 (Tue) 2:30-4:00pm		12/3/2019 (Tue) 2:30-4:00pm		2/11/2019 (Tue) 2:30-4:00pm		4/14/2020 (Tue) 2:30-4:00pm	5/21/2020 (Thu) 2:00-4:00pm Finance & Career Svs. Budget Workshop (Non-Voting Mtg.	6/9/2020 (Tue) 2:30-4:00pm
Audit Committee			9/17/2019 (Tue) 2:30-4:00pm			12/3/2019 (Tue) 2:30-4:00pm						
Career Services Committee		8/22/2019 (Thu) 3:00-4:30pm		10/24/2019 (Thu) 3:00-4:30pm			1/23/2020 (Thu) 3:00-4:30pm		3/19/2020 (Thu) 3:00-4:30pm		5/21/2020 (Thu) 2:00-4:00pm Finance & Career Svs. Budget Workshop (Non-Voting Mtg.	
Governance Committee		8/14/2019 (Wed) 2:00-3:30pm					1/15/2020 (Wed) 2:00-3:30pm				5/13/2020 (Wed) 2:00-3:30pm	
Community Engagement Committee		8/26/2019 (Mon) 2:30-4:30pm			11/18/2019 (Mon) 3:00-4:30pm			2/3/2020 (Mon) 2:30-4:00pm			5/11/2020 (Mon) 2:30-4:00pm	
Updated: 6/19/19												
Location and times are as specified on public notices which are displayed on CareerSource Central Florida website: www.careersourcecentralflorida.com												
Schedule may be subject to change												

RETURN TO AGENDA