



## Board of Directors Meeting

**Thursday, August 20, 2020, 9:00 a.m.**

### MINUTES

**MEMBERS PRESENT:** Mark Wylie, Andrew Albu, Steve Ball, Paul Bough, Wendy Brandon, Glen Casel, Diane Culpepper, Keira des Anges, Wendy Ford, Nicole Guillet, John Gyllin, Mark Havard, Eric Jackson, Sheri Olson, Bryan Orr David Sprinkle, Jim Sullivan, Richard Sweat, Jane Trnka, Al Trombetta, Eric Ushkowitz, Larry Walter, Matt Walton, Sharron Washington, and Jody Wood

**MEMBERS ABSENT:** John Gill, Jeff Hayward, Brooke Morris, Kathleen Plinske and Christopher Wilson

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

**GUESTS PRESENT:** Ron Painter / National Association of Workforce Boards; Kelvin Walker / CSCF Participant; Thomas Wilkes / GrayRobinson

| Agenda Item | Topic   | Action Item / Follow Up Item   |
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| 1           | <p><b>Welcome</b></p> <ul style="list-style-type: none"> <li>Mr. Wylie, Board Chair, called meeting to order at 9:01 am and welcomed attendees.</li> </ul>  |  |
| 2           | <p><b>CSCF Spotlight Story</b></p> <ul style="list-style-type: none"> <li>Mr. Kelvin Walker, CSCF Participant, thanked CSCF for helping him attain position of Head Chef at Vineyard Wine Bar and Health Bistro. Mr. Walker was hired at a salary higher than employer's original offer.</li> </ul>   |  |
| 2           | <p><b>Roll Call / Establishment of Quorum</b></p> <ul style="list-style-type: none"> <li>Ms. Kasal, Executive Coordinator, reported a quorum present.</li> </ul>  |  |
| 3           | <p><b>Public Comment</b></p> <ul style="list-style-type: none"> <li>None offered.</li> </ul>  |  |
| 4           | <p><b>Consent Agenda</b></p> <ul style="list-style-type: none"> <li>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"> <li>Draft Minutes of 6/25/20 Consortium &amp; Board Meeting</li> <li>FY 20-21 Board and Committee Meeting Calendar</li> </ul> </li> </ul>  | <p><b>Mr. Walter made a motion to approve all items on the consent agenda. Mr. Sprinkle seconded; motion passed unanimously.</b></p> |
| 5           | <p><b>Information / Action Items</b></p> <p><u>Chair's Report</u></p> <p>Mr. Wylie reviewed the following:</p> <ul style="list-style-type: none"> <li>Recognition of Orlando Alancastro for his service on the CSCF Board from 7/1/19 thru 7/31/20.</li> <li>Admin Office lease finalized.</li> <li>Executive Committee report from 7/30/20 meeting.               <ul style="list-style-type: none"> <li>Reviewed committee structure and memberships</li> </ul> </li> </ul> |  |

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|   | <ul style="list-style-type: none"> <li>– Received legal update from Ms. Schachter, Baker Hostetler (CSCF’s attorney)</li> <li>– Reviewed CEO’s annual performance, with a follow up meeting on 8/13/20. Awarded Ms. Nabors 4% merit increase based on overall performance score of 5, as well as confirming in alignment with compensation study and other like-size Florida workforce boards.</li> <li>– Budget Modification -Committee voted to move forward for Board to approve budget adjustment to include \$7M grant CSCF received from Orange County, FL. CSCF will utilize funding to provide a range of career development services to 4,000 Orange County residents.</li> </ul>  | <p><b>Mr. Walton made a motion to approve budget adjustment to include \$7M grant CSCF received from Orange County, Florida Government in CARES Act monies. Mr. Ball seconded; motion passed unanimously.</b></p> |
| 6 | <p><b>Insight</b><br/><u>COVID-19 National Landscape</u></p> <p>Mr. Ron Painter, President and CEO of National Association of Workforce Boards (NAWB) provided a presentation (attachment) with following highlights:</p> <ul style="list-style-type: none"> <li>• Overview of national response to COVID-19 – focus has been on immediate response.</li> <li>• NAWB has requested to aid this response: <ul style="list-style-type: none"> <li>– Flexibility for Boards to offer virtual services</li> <li>– \$9 billion in additional WIOA formula funds – <ul style="list-style-type: none"> <li>○ Advocate to congress that workforce boards know their local areas best, and can quickly get job training dollars into its respective communities and help stabilize businesses.</li> </ul> </li> </ul> </li> <li>• Review of congress response and proposals.</li> <li>• Where to go from here? COVID response vs. long term policy: <ul style="list-style-type: none"> <li>– Thousands of businesses, especially mid and small size, and millions of jobs permanently gone. Need to look beyond immediate response and get funding to help long term unemployment:</li> <li>– Urge lobbyists and public affairs reps, especially large corporations, to advocate for congress to fund for skills development; businesses are in dire need for skilled workers, especially technical - this was a need even before COVID-19.</li> </ul> </li> </ul> |   |

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|   | <ul style="list-style-type: none"> <li>- Work with local elected officials to design strategies to address trends from businesses and individuals.</li> <li>- 4<sup>th</sup> economy - more offices will downsize as virtual working increases; tech industry will increase.</li> <li>- Shelf life of skills is 3 years – need life long learning system, especially virtual learning. Regional workforce boards perfect place to facilitate this.</li> </ul> <p><u>COVID-19 Regional Landscape</u></p> <ul style="list-style-type: none"> <li>• Reviewed data resulting from COVID-19 at the regional level (attachment).</li> </ul> |  |
| 7 | <p><b>Next Steps &amp; Adjourn</b></p> <ul style="list-style-type: none"> <li>• Discussion will continue with “Insight - Part 2” at the 9/24/20 Board meeting.</li> <li>• Meeting adjourned at 11:04 pm.</li> </ul>   |  |

Respectfully submitted,

Kaz Kasal  
Executive Coordinator