



Executive Committee Meeting

Thursday, September 21, 2022, 3:00 p.m.

MINUTES

MEMBERS PRESENT: Jody Wood, Andrew Albu, Jeff Hayward, Eric Jackson, Sheri Olson, David Sprinkle, Richard Sweat, Eric Ushkowitz and Matt Walton

MEMBERS ABSENT:

STAFF PRESENT: Mimi Coenen, Leo Alvarez, Dyana Burke, Becca Bides, Lorri Shaban, Ken Apana, and Kaz Kasal

GUEST PRESENT: Heather Ramos / GrayRobinson

| Agenda Item | Topic | Action Item / Follow Up Item |
|-------------|--|--|
| 1 | Welcome Ms. Wood, CSCF Chair, called the meeting to order at 3:00 p.m. | |
| 2 | Roll Call / Establishment of Quorum Ms. Kasal, Executive Coordinator, reported a quorum present. | |
| 3 | Public Comment None offered. | |
| 4 | <u>Approval of Minutes – 7/21/22 Executive Committee Meeting</u> <ul style="list-style-type: none"> • Reviewed minutes (attachment). | Mr. Hayward made a motion to approve the draft minutes from the 7/21/22 Executive Committee meeting. Ms. Olson seconded; motion passed unanimously. |
| 5 | Information/Discussion / Action Items <u>Chair’s Report</u> Ms. Wood reviewed the following: <ul style="list-style-type: none"> • CSF System Realignment REACH update <ul style="list-style-type: none"> – In Phase 2 – Ms. Wood, Ms. Nabors and executive staff met with Ernst & Young to provide feedback on challenges and impactful accomplishments. – Ms. Nabors and Team commissioned Curium for change readiness planning. Committee will meet to review results and determine right strategies to put in place. <u>President’s Report</u> Ms. Coenen, COO, on behalf of Ms. Nabors, CEO, reviewed the following: <ul style="list-style-type: none"> • Ms. Nabors attended: <ul style="list-style-type: none"> – 2022 Executive Leadership Mission in Denver. The event, led by Orlando Economic Partnership, provides firsthand look at challenges and solutions in other major cities. – US Conference of Mayors, Workforce Development Council of which Ms. Nabors is WDC President. | |

- September is Workforce Development Month to celebrate the awareness and progress of workforce development professionals.
- Workforce Summit occurred earlier this month. Ms. Yolanda Green, CSCF Business Consultant, received Workforce Champion award for 2022.
- Upcoming summit with Valencia College and University of Central Florida on 11/15/22 – to focus on initiatives to do with labor shortage, talent supply and data sharing

Committee Reports

Audit

Ms. Olson, Audit Committee Chair, stated Committee met on 9/7/22 and reviewed its charter, as well as audit planning to be performed by auditors Cherry Bekaert. Audit results will be presented at the 2/8/23 Audit Committee meeting.

Career Services

Mr. Albu, Career Services Committee Chair, stated Career Services Committee met on 9/15/22 and reviewed scorecard for PY 2021-2022. Committee also reviewed legislative updates and Summer Youth 2022 program, discussing some of the challenges and ways to improve for next year.

Community Engagement

Mr. Sprinkle, Community Engagement Committee Chair, stated Committee met on 8/24/22. Committee reviewed charter, progress metrics and community engagement priorities. Committee provided input on augmenting community awareness of CSCF, to include capturing more customer testimonials via video.

Facilities Ad Hoc

Mr. Walton, Facilities Ad Hoc Committee Chair, stated no meetings scheduled, nothing to report.

Finance Committee

Mr. Ushkowitz, Finance Committee Chair, reported the Committee will meet on 10/19/22.

Governance

Mr. Sweat, Governance Committee Chair, stated the Committee met on 8/10/22 and reviewed its charter, board engagement metrics for 2021-2022 and enterprise risk management update. The Committee discussed ways to increase board engagement and re-review metrics mid-year.

Revenue Diversity and New Markets

| | | |
|---|---|--|
| | <p>Mr. Jackson, Revenue Diversity Ad Hoc Committee Chair, stated the Committee met on 8/17/22 and reviewed its charter, FY 2021-2022 results and FY 2022-2023 goals and key performance metrics. The Committee also reviewed new organizational structure (for general “unrestricted funds”) timeline, as well as discussed strategic options which is still in discovery mode.</p> <p><u>9/29/22 Board Meeting Agenda (now revised to 10/6/22):</u></p> <ul style="list-style-type: none"> Reviewed agenda for upcoming Board Meeting. | |
| 6 | <p>Other Business Ms. Coenen reviewed:</p> <ul style="list-style-type: none"> The upcoming “single mom” initiative from Governor’s office and First Lady. Focus group sessions have been underway to attain feedback on industry-specific workforce needs. 8/26/22 was the “Healthcare Focus Group” and 9/21/22 was the “Hospitality Focus Group” – “Thank You” Ms. Olson and Mr. Havard, respectively. This is an ongoing project. | |
| 7 | <p>Adjournment Meeting adjourned at 3:49 pm.</p> | |

Respectfully submitted,
Kaz Kasal, Executive Coordinator