



**What:** Board of Directors Meeting  
**When:** Thursday, September 27, 2018  
 10:00 a.m. – 11:30 a.m.  
**Where:** Heart of Florida United Way, 1940 Traylor Blvd., Orlando, FL  
**Virtual:** GoToMeeting (remote attendees):  
     ➤ <https://global.gotomeeting.com/join/870605341>  
     ➤ 1 866 899 4679 / Access Code: 870-605-341  
**Board Priorities:** Analyze the Business | Engage the Talent

Agenda Item	Topic	Presenter	Action Item
1.	Welcome	Debbie Clements	
	A. Heart of Florida United Way	Ray Larsen Senior VP, Collective Impact	
2.	CSCF Spotlight Story	Mimi Coenen	
3.	Roll Call / Establishment of Quorum	Kaz Kasal	
4.	Public Comment		
5.	Consent Agenda	Debbie Clements	X
	<i>Any Consent Agenda Items need to move to Action Items?</i>		
	A. 6/21/18 Minutes		
	B. Committee Actions		
	1. Executive Committee Charter		
	2. Career Services Charter		
	3. Community Engagement Charter		
6.	Action Items		
	A. One-Stop Operator – Recommendation	Debbie Clements	X
7.	Information		
	A. Chair's Report	Debbie Clements	
	B. President's Report	Pamela Nabors	
	C. Committee Reports	Committee Chairs	
	1. CSCF Board Self-Evaluation Results 2017 vs. 2014 Comparison (Governance)		
	D. Finance Report	Leo Alvarez	
8.	Insight		
	A. Panel Discussion on Hospitality Trends	Key Partners	
9.	Other Business		
10.	Adjournment / Board Information Session		

###

Next Meeting: Board and Consortium Meeting: 12/13/18, 9:00 a.m. -11:00 a.m., Location: To Be Determined



# *CSCF Spotlight Story*

9-27-18

## *Gabriel Aponte*

**Career Conexions Participant  
enrolled in Culinary Training Program  
at Second Harvest.**

**Graduation Date: 10/26/18**

**Currently in process of securing a  
Prep Cook position with Hilton**



[RETURN TO AGENDA](#)

**DRAFT**

**Board of Directors Meeting  
 CSCF Southeast Orange County Office  
 5784 S. Semoran Blvd., Orlando, FL 32822**

**Thursday, June 21, 2018  
 2:00 p.m.**

**MINUTES**

- MEMBERS PRESENT:** Steve Ball, Paul Bough, William D’Aiuto, John Davis, Keira des Angles, John Gill, Nicole Guillet, John Gyllin, Eric Jackson, Sheri Olson, John Pittman, Kathleen Plinske, Jim Sullivan, Eric Ushkowitz, Larry Walter and Jody Wood
- MEMBERS ABSENT:** Debbie Clements, Greg Beliveau, Wendy Brandon, Glen Casel, Mark Havard, Jeff Hayward, Leland Madsen, David Sprinkle, Richard Sweat, Chuck Todd, Jane Trnka, Al Trombetta and Mark Wylie
- STAFF PRESENT:** Pam Nabors, Mimi Coenen, Leo Alvarez, Ann Beecham, Lisa Burby, Bradley Collor, Shermiya Mosley, Darlene Davis, Katherine Vega, Janet Saunders and Kaz Kasal
- GUESTS PRESENT:** Cesar Marquez / Department of Economic Opportunity; Andrew Albu / Albu & Associates; Matt Walton / MiGre Engineers; Heather Ramos/GrayRobinson

Agenda Item	Topic	Action Item / Follow Up Item
1	<b>Welcome</b> <ul style="list-style-type: none"> <li>• Mr. Eric Jackson, serving as Acting Board Chair, called meeting to order at 2:07 pm; welcomed all.</li> </ul>	
2	<b>Mission Moment</b> <ul style="list-style-type: none"> <li>• Ms. Mimi Coenen, Chief Operations Officer, shared success story on Ms. Carol Murray.</li> <li>• CSCF developed a career plan for Carol to train in Paralegal Studies program at Valencia College.</li> <li>• As a result, Ms. Murray graduated with high marks and attained a job earning \$23/hour.</li> </ul>	
3	<b>Roll Call / Establishment of Quorum</b> <ul style="list-style-type: none"> <li>• Ms. Kasal reported quorum present.</li> </ul>	
4	<b>Public Comment</b> <ul style="list-style-type: none"> <li>• None offered.</li> </ul>	
5	<b>Chair’s Report</b> <ul style="list-style-type: none"> <li>• Mr. Jackson recognized Board Members Mr. John Davis and Mr. Chuck Todd whose terms end on 6/30/18. Outstanding Service Awards will be sent to both.</li> <li>• Mr. Jackson stated Workforce Investment Consortium (Consortium) met earlier in the day, 6/21/18, approved</li> </ul>	

	<p>appointments, effective 7/1/18, of the following two new Board Members to the CSCF Board:</p> <ul style="list-style-type: none"> <li>○ Andrew Albu, President of Albu &amp; Associates - representing Orange County business seat on the Board</li> <li>○ Matthew Walton, Vice President &amp; Chief Financial Officer of MiGre Engineers, LLC - representing Seminole County business.</li> </ul> <ul style="list-style-type: none"> <li>● Mr. Jackson congratulated Ms. Nilda Blanco, Business Intelligence Officer, who received the “Sar Levitan Advancing the Research” award from the National Association of Workforce Development Professionals             <ul style="list-style-type: none"> <li>○ Nilda was recognized for excellence in data and research practices.</li> </ul> </li> <li>● Mr. Jackson emphasized need for Board’s active participation on committees.</li> <li>● Ms. Nabors provided highlights from the President’s Report (attachment).</li> </ul>	
6	<p><b>Consent Agenda</b></p> <ul style="list-style-type: none"> <li>● Mr. Jackson asked Board if any item on consent agenda, as listed below, should be moved to action item portion of agenda.</li> </ul> <p>Consent Agenda:</p> <ul style="list-style-type: none"> <li>● Draft Minutes of 4/12/18 Board Meeting</li> <li>● Operations and Finance Report</li> <li>● President’s Report</li> <li>● Modification of DEO/CareerSource Florida Strategic Plan – Region 12</li> <li>● Facilities Update – Leases</li> </ul> <p><i>Note: The Board concurred to remove “Facilities Update – Leases” from Consent Agenda and move to Agenda action items.</i></p>	<p><b>Mr. Sullivan made a motion to approve all items on the consent agenda, except “Facilities Update – Leases.” Mr. Walter seconded; motion passed unanimously.</b></p>
6	<p style="text-align: center;"><b>Insight / Information</b></p> <p><b><u>Skills Gap:</u></b></p> <ul style="list-style-type: none"> <li>● Mr. Cesar Marquez, Economic Analysis Manager with Department of Economic Opportunity, provided employment data on CSCF’s region with statistics on labor force, job vacancies, and soft &amp; hard skills gap information.</li> </ul>	<p><i>Based on Board requests, Mr. Marquez will provide: 1) information on level of labor outflow in Central Florida by education, industry and county, and 2) number of skills gap survey responders from Region 12.</i></p>

## **Committee Reports**

### **Executive Committee:**

- Mr. Jackson, on behalf of Ms. Clements, Executive Committee Chair, stated Committee met on 6/12/18, reviewed and approved for Board vote of agenda action items:
  - modification of the four-year comprehensive plan
  - facilities update on CSCF offices in Lake and Osceola counties.

### **Revenue Diversity Ad Hoc:**

- Mr. Jackson, Revenue Diversity Ad Hoc Committee Chair, stated Committee met on 5/29/18.
- Received presentation from Ms. Jennifer Evans Founder & President of Meraki Strategic Group who provided insight on different competitive models for raising unrestricted revenue.
- Discussion will continue as well as attaining input from key stakeholders of targeted industries. This information will also help finalize Youth Services business case statement.

### **Audit Committee:**

- Mr. Ushkowitz, Audit Committee Chair, stated no Committee updates.

### **Community Engagement Committee:**

- Ms. Wood, Community Engagement Committee Chair, stated Committee met on 5/14/18 and introduced Ms. Lisa Burby, the new V.P. of Strategic Communications. Ms. Burby shared first 90-day observations and plans to strengthen Communication department's foundation in a more intentional, targeted way.
- Edelman presented information about CSCF master narrative project.
- Reviewed outreach budget and provided recommendations.

### **Finance Committee:**

- Mr. Ushkowitz, Finance Committee Chair, stated Committee met on 6/6/18.
- Reviewed FY 17-18 financials through 4/30/18
- Approved 18-19 draft budget, which staff emailed to Board and Consortium for review on 6/7/18.
- Reviewed audit results of the 403(b) plan, which was a clean report with no findings, but one observation with regard to an employer matching coding error. CSCF to correct issue with the 12 affected accounts 6/30/18.

	<p><b>Governance Committee:</b></p> <ul style="list-style-type: none"> <li>Ms. Nabors, reporting on behalf of Mr. Wylie, Governance Committee Chair, stated Committee met on 5/2/18.</li> <li>Reviewed the composition of the Board and Board Roster. Ms. Nabors stated nomination still needed for Sumter County to succeed Mr. Chuck Todd; two potential candidates.</li> <li>Discussed CSCF's employee handbook and the 990 Return, approved for Board's vote on slate of officers for next fiscal year</li> </ul> <p><b>Career Service Committee:</b></p> <ul style="list-style-type: none"> <li>Dr. Plinske stated Career Services Committee met jointly with Finance Committee for budget workshop on 5/24/18 to review FY 18-19 draft budget.</li> <li>Selected the Impact Model for prioritizing specific occupation training within targeted sectors</li> </ul>	
7	<p style="text-align: center;"><b>Actions Items to Vote on or Discuss</b></p> <p><b><u>Approval of the 18-19 Budget</u></b></p> <ul style="list-style-type: none"> <li>Ms. Nabors stated Program Year 18-19 draft budget of \$31M has gone through three levels of review:             <ol style="list-style-type: none"> <li>Career Services and Finance Committees reviewed at 5/24/18 Budget Workshop</li> <li>Finance Committee reviewed and approved at its 6/6/18 meeting.</li> <li>Consortium reviewed and approved, contingent upon Board approval, at its 6/21/18 meeting.</li> </ol> </li> </ul> <p><b>Slate of Officers</b></p> <ul style="list-style-type: none"> <li>Ms. Nabors referenced proposed Slate of Officers, which Governance Committee moved for Board review and approval as listed below; all individuals listed currently in respective officer positions and have agreed to continue serving:             <ul style="list-style-type: none"> <li>President: Debbie Clements</li> <li>Vice President: Mark Wylie</li> <li>Treasurer: Eric Ushkowitz</li> <li>Secretary: Leland Madsen</li> </ul> </li> </ul> <p><b>Facilities Update - Leases</b></p> <ul style="list-style-type: none"> <li>Mr. Alvarez referred to memo on staff's recommendation to relocate its CSCF facilities in Lake and Osceola counties (attachment).</li> <li>Finance Committee reviewed lease terms and cost breakdowns of Osceola and Lake County options.</li> <li>Approved to move next to Board for review and final approval.</li> </ul>	<p><b>Mr. Ushkowitz made motion to approve and accept the 18-19 Budget. Mr. Pittman seconded; motion passed unanimously.</b></p> <p><b>Mr. Sullivan made a motion to approve and accept the Slate of Officers as presented. Mr. Gill seconded, motion passed unanimously.</b></p> <p><b>Mr. Sullivan made a motion to accept the plan with Valencia College, within parameters as presented. Mr. D'Aiuto seconded, with Dr. Plinske abstaining; motion passed unanimously.</b></p>

## Board of Directors Meeting

June 21, 2018

Page 5

	<ul style="list-style-type: none"> <li>○ Osceola County - space currently under construction at Valencia College's Osceola campus.</li> <li>○ Lake County - Foundation Building at Lake Sumter State College in Leesburg.</li> </ul>	<b>Mr. Sullivan made a motion to approve for staff to enter into final negotiations, within the parameters as presented, with Lake Sumter State College. Mr. D'Aiuto seconded; motion passed unanimously.</b>
6	<b>Other Business</b> <ul style="list-style-type: none"> <li>• None offered.</li> </ul>	
7	<b>Adjournment</b> <ul style="list-style-type: none"> <li>• Mr. Jackson stated a tour of the CSCF Southeast Office will commence after adjournment of the meeting.</li> <li>• Meeting adjourned at 3:05 pm.</li> </ul>	

Respectfully submitted,

Kaz Kasal  
Executive Coordinator

## CareerSource Central Florida Executive Committee Charter

### Purpose:

The executive committee will have and exercise full authority of the Board of Directors in the management of the Corporation's business between meetings of the Board of Directors except where full board has authority as required per state or federal statute.

### Responsibilities:

- Review/approve to move to full board contracts over \$150,000.
- Review and approve Board Agenda to include reports from all committees.
- Evaluate executive performance and recommend compensation.
- Provide support and oversight to the President in overall governance of CareerSource Central Florida.

### Skills/Expertise:

- Member of the Board.
- Previous service on a CareerSource Central Florida committee.
- Board leadership experience.
- Willingness to engage monthly with CareerSource Central Florida activities.

### Structure:

- Membership: the Executive Committee will have a minimum of five members, consisting of the officers and the chairs of the standing committees, so there is representation across the five counties.
- Agenda and minutes—minutes to be kept and supplied to the Executive Committee and the full Board in written form.



## **CareerSource Central Florida Career Services Committee Charter**

### **Purpose:**

The primary role of the Career Services Committee is to provide policy guidance and strategic oversight of CareerSource Central Florida's ~~programs and services~~ workforce intelligence and career connections initiatives provided to ~~job-career~~ seekers and ~~regional businesses-employers~~.

### **Responsibilities:**

Understand the organization's vision, mission and ~~goals-Board priorities~~ and develop strategies for ensuring that ~~programs and services-workforce intelligence and career connections programs and services~~ are aligned with the Board's strategic plan and organizational goals.

- Review and recommend policies that support the Board's strategies.
- Recommend local performance metrics to assess program performance.
- Review and recommend training providers.
- Establish program budget priorities.

### **Skills/Expertise:**

- Experience as a board member, or in program performance, organizational compliance, and service delivery.
- Commitment to developing policies that support successful program outcomes.

### **Structure:**

- Committee members will be appointed by the Chairman of the Board of Directors.
- The Committee will consist of at least three members.
- Members will serve on the Committee until their resignation or replacement by the Chairman of the Board of Directors.



## CareerSource Central Florida Community Outreach and Engagement Committee Charter

### Purpose:

The Community Outreach and Engagement Committee will develop and recommend policies and strategies to ensure that CareerSource Central Florida, and its programs and services, workforce intelligence and career connections initiatives are aligned with community, business, civic and civic and economic development activities. Among other responsibilities, the committee will recommend an outreach and engagement plan to the Board of Directors for adoption.

### Responsibilities:

1. Understand the organization's vision, mission and goals to and develop provide guidance and counsel on a communication and outreach strategy for -communication to internal and external customers-constituencies consistent with the Board's strategic plan and the branding needs of the agency.
2. Provide insight regarding the Central Florida business community and climate to ensure a the organization maintains a business focus and needs are addressed throughout its outreach strategies.  
Develop a usable platform of consistent messages connecting the organization's services to the community organizations, businesses and career seekers.
3. Create a plan for regional outreach and engagement with targeted stakeholders that utilizes all methods, including social media and non-traditional formats, to showcase the brand and demonstrate its unique value proposition..
4. Identify key regional stakeholders for outreach, including but not limited to, -key regional interests, population demographics, talent needs, along with business and economic development efforts, and -and collaboration with to include Local Elected Officials and members of the Consortium. This assessment will identify key regional interests, population demographics, talent needs, along with business and economic development efforts.
5. Create a plan for regional outreach and engagement with targeted stakeholders that utilizes all methods, including social media and non-traditional formats, to showcase the brand the agency and to tell the story of how the agency and demonstrate its unique value proposition, delivers services for regional businesses and career seekers.
6. Analyze whether CareerSource Central Florida can serve as a region-wide clearinghouse or facilitator of job placement, training, and recruitment services. Ensure an consistent internal communication plan is consistently delivered to inform and engage CSCF staff of strategic priorities and organizational goals.
7. Annually eEvaluate outreach and engagement efforts to measure level of stakeholder and public involvement engagement, and knowledge of the organization's programs and services.

### Skills/Expertise/Requirements:

- Experience as a board member OR regional subject matter expert in marketing, public relations, media, government relations, and/or communications.
- Commitment to attending and participating in committee meetings scheduled 4 to 6 times per year and being a part of the agency's communication efforts to the greater community.

### Structure:

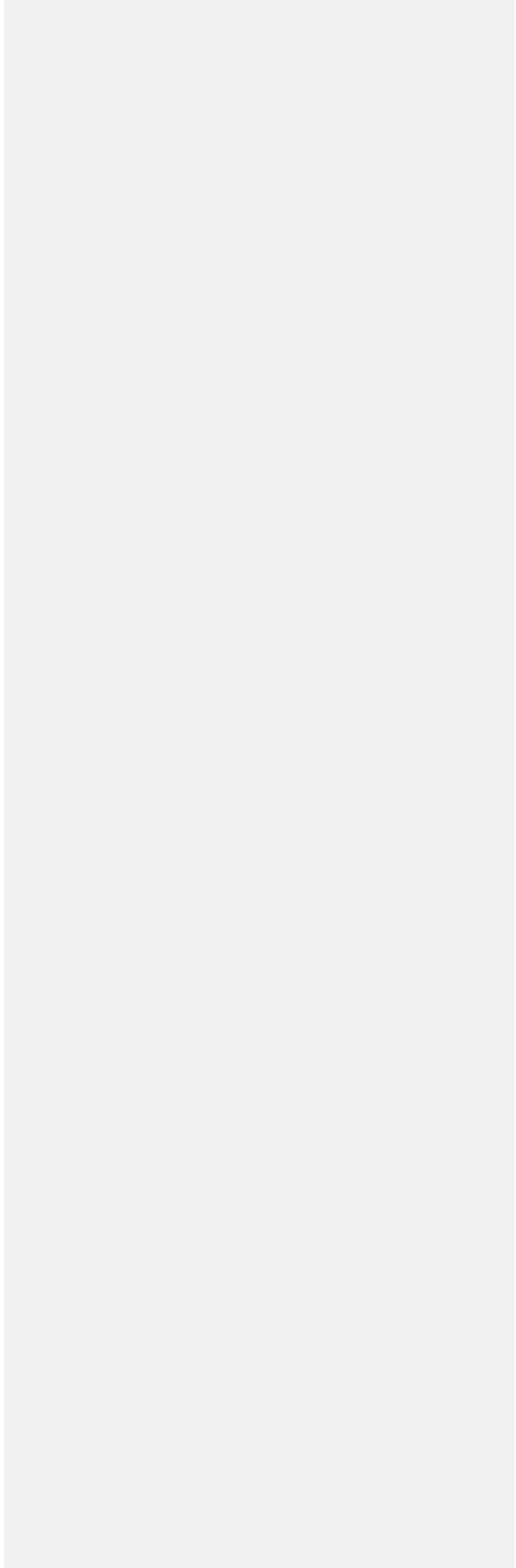
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- Membership: board members and subject matter experts from the region.
- Agenda and minutes—minutes to be kept and supplied in written form.
- Staff support will be provided by the agency's communications department.





**To: Executive Committee**  
**From: Mimi Coenen, Chief of Operations**  
**Subject: Recommendation for One Stop Operator, RFP OSO-18197**  
**Date: August 24, 2018**

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**PURPOSE:**

To approve a new entity to act as CareerSource Central Florida's One Stop Operator as required by the Workforce Innovation and Opportunity Act.

**BACKGROUND:**

CSCF's Board of Directors established the definition of a One Stop Operator in December 2016, to comply with the 2014 Workforce Innovation and Opportunity Act (WIOA) that requires that an entity be established to strategically coordinate collaborative agreements, strategies, and implementation plans between the Act's required partners: Vocational Rehabilitation, Division of Blind Services, Adult Education and Family Literacy, Career and Technical Education, Community Services Block Grant, Senior Community Service Employment Program, and Youth Build programs within the five county service area. In 2017, CSCF approved a contract with an entity to provide these services. During the 2017-2018 program year, the entity met the contract performance and completed required scope of work to support the organization, but as the entity's business status changed, it could no longer support the work required by CSCF. CSCF was required to issue a Request for Proposal (RFP) to identify a new entity that could provide the required services.

A review committee comprised of staff and a Career Services Committee member reviewed the two RFP responses. The two entities – WorkEd Consulting LLC and LDW Group LLC – provided the team with their individual qualifications to provide the outlined services, cost proposal, and approach to working with CSCF's required partners. The committee scored the two proposals, with LDW Group LLC scoring a 95; WorkEd Consulting LLC scoring an 80.

**ACTION:**

Based on the committee's review, it is recommended that the Board allow staff to move forward with negotiations with LDW Group LLC, and to not exceed \$60,000 as budgeted for this initiative.



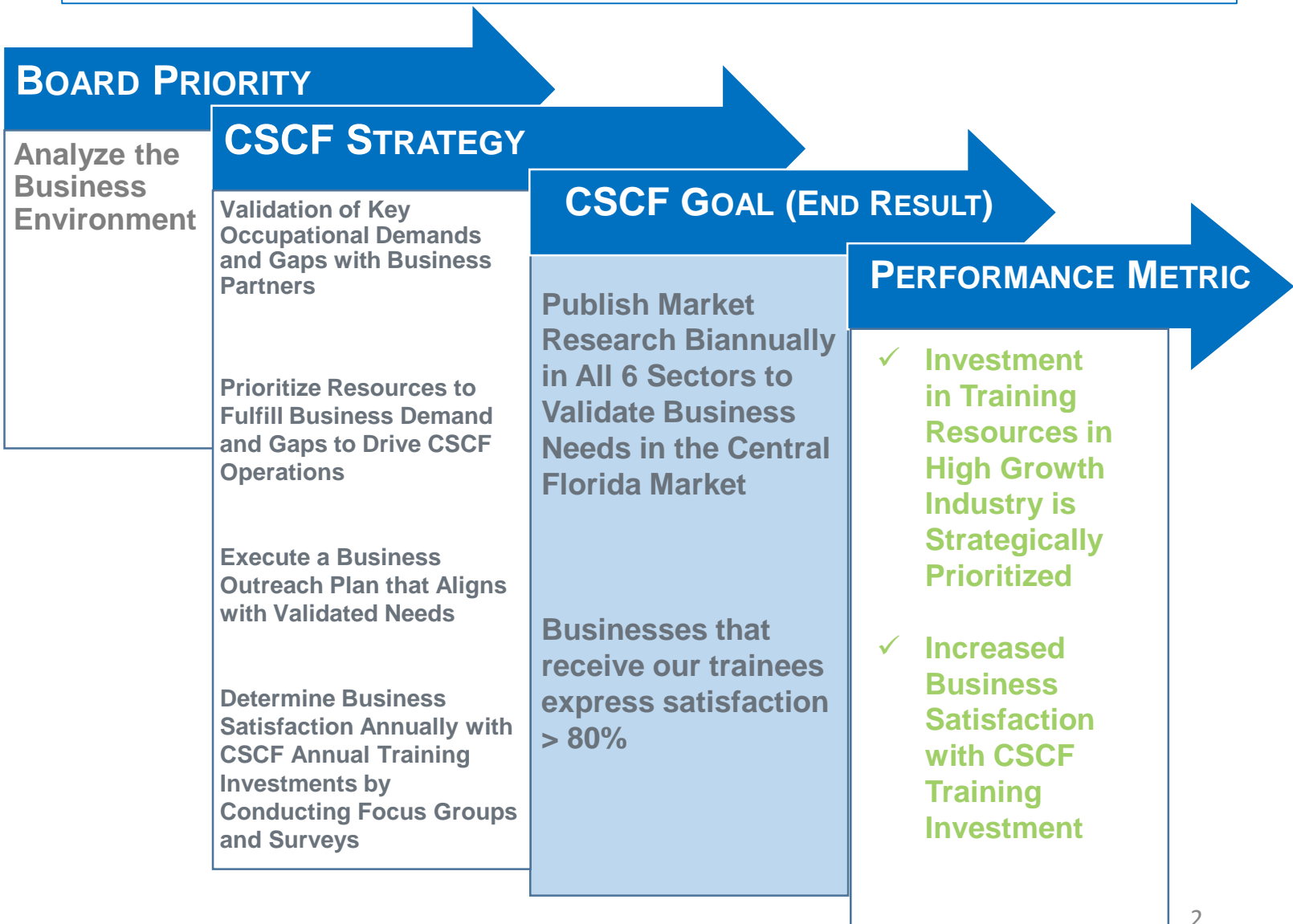
# *President's Report*

## 9-27-18

**Pam Nabors**  
**President & CEO**

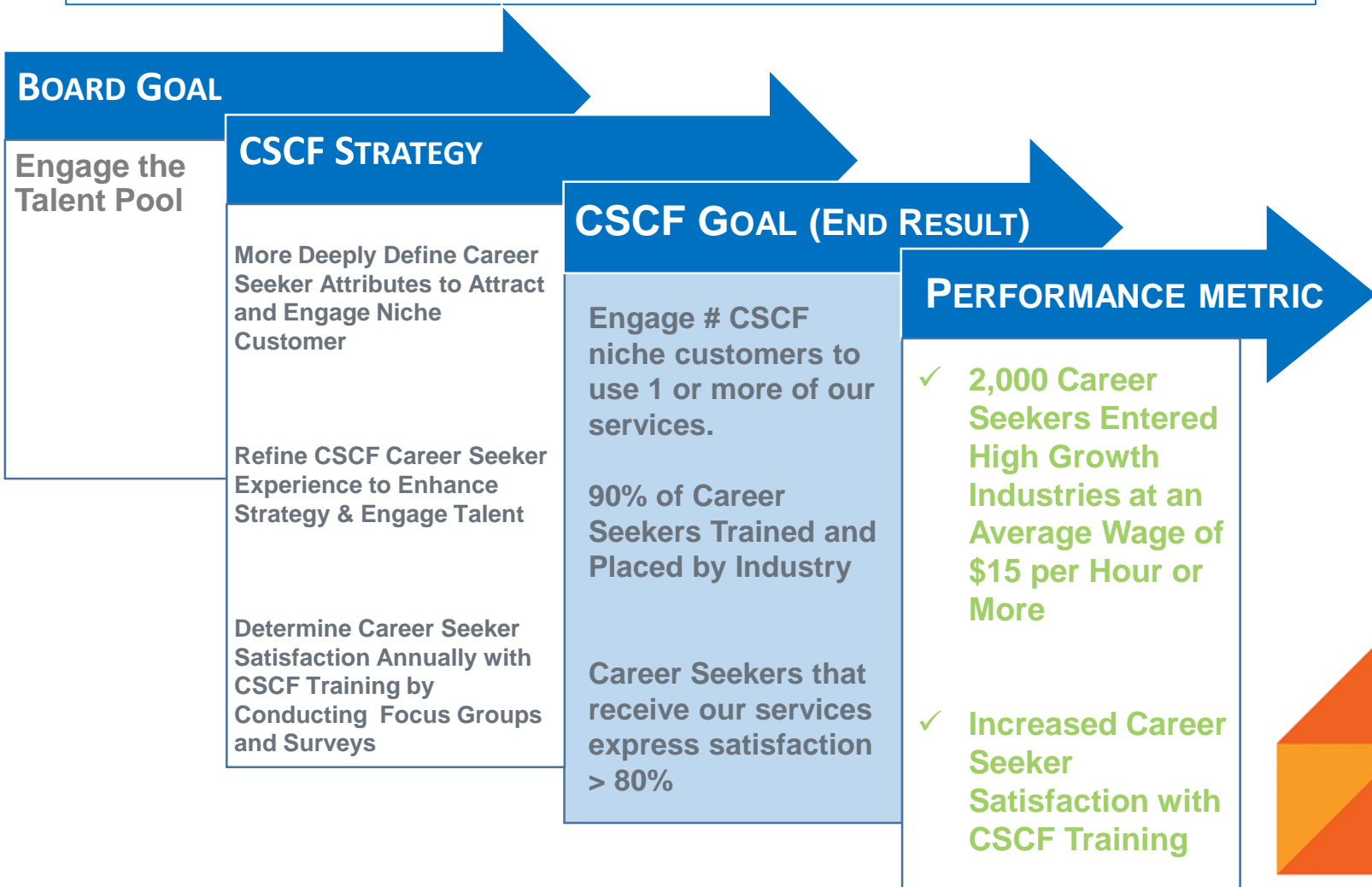
# CSCF BOARD PRIORITIES

## #1 ANALYZE THE BUSINESS ENVIRONMENT



# CSCF BOARD PRIORITIES

## #2 ENGAGE THE TALENT POOL



## QUARTER 1 – SETTING FOUNDATION

- **Strategic Alignment for Tracking & Analyzing Data**
- **Research Customer Relationship Management System**
- **Crafting the Scorecard to Measure Priority #1 & #2**
- **Business Outreach & Communication Strategy Underway**
  - **Launch Board Newsletter**
  - **Drive Unique Value Proposition to Businesses, Career-Seekers, Community, and Media through Consistent Messaging**



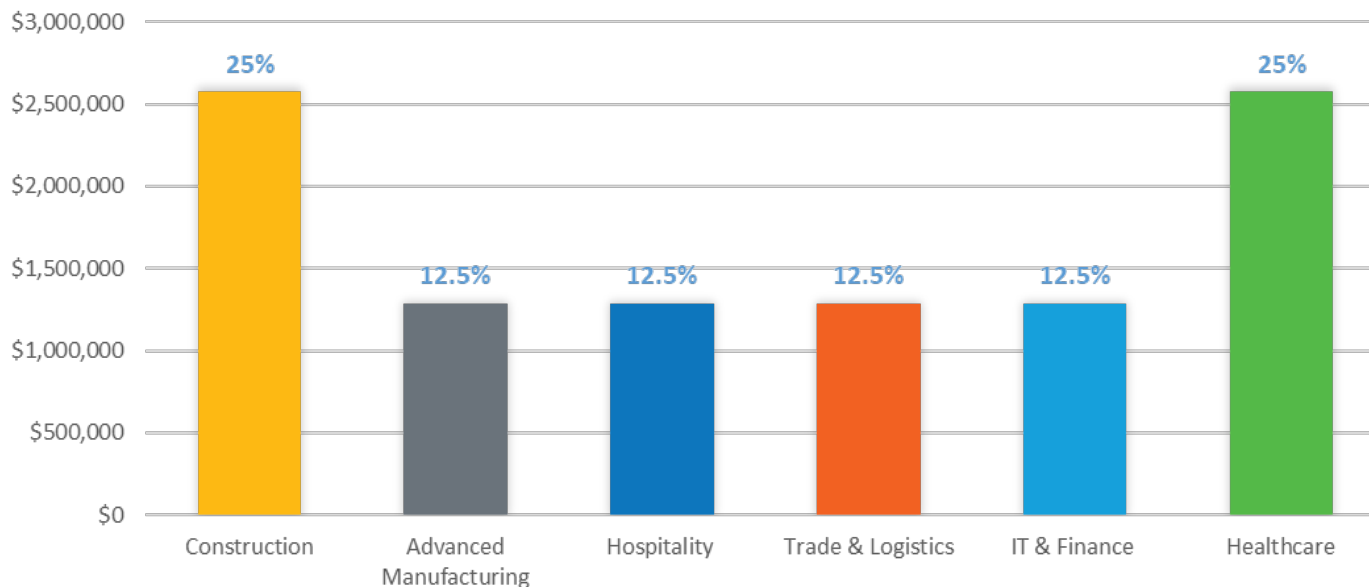


# *Scorecard*



# Talent Development Targets by Industry

## IMPACT MODEL



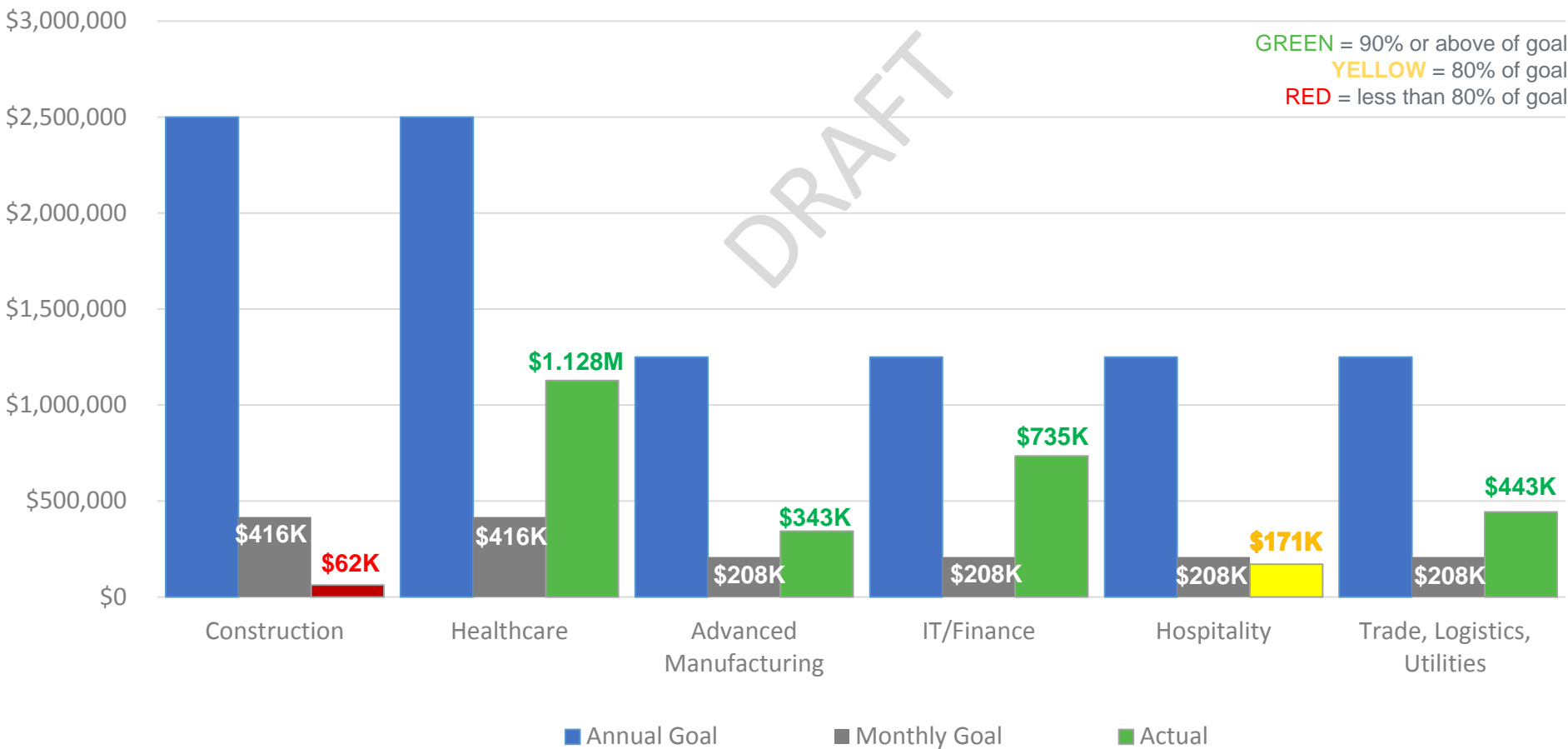
- **Equally Invest the Most in the Healthcare and Construction Industries Due to High Volume of In-Demand Professions**
- **Invest in Remaining Four Industries Evenly**
- **500 Career Seekers will Receive Training in Construction and Healthcare, respectively**
- **250 Career Seekers will Receive Training in Advanced Manufacturing, Hospitality, Trade, Logistics, Utilities, IT & Finance, respectively**



# ANALYZE THE BUSINESS

## TRAINING INVESTMENTS SCORECARD

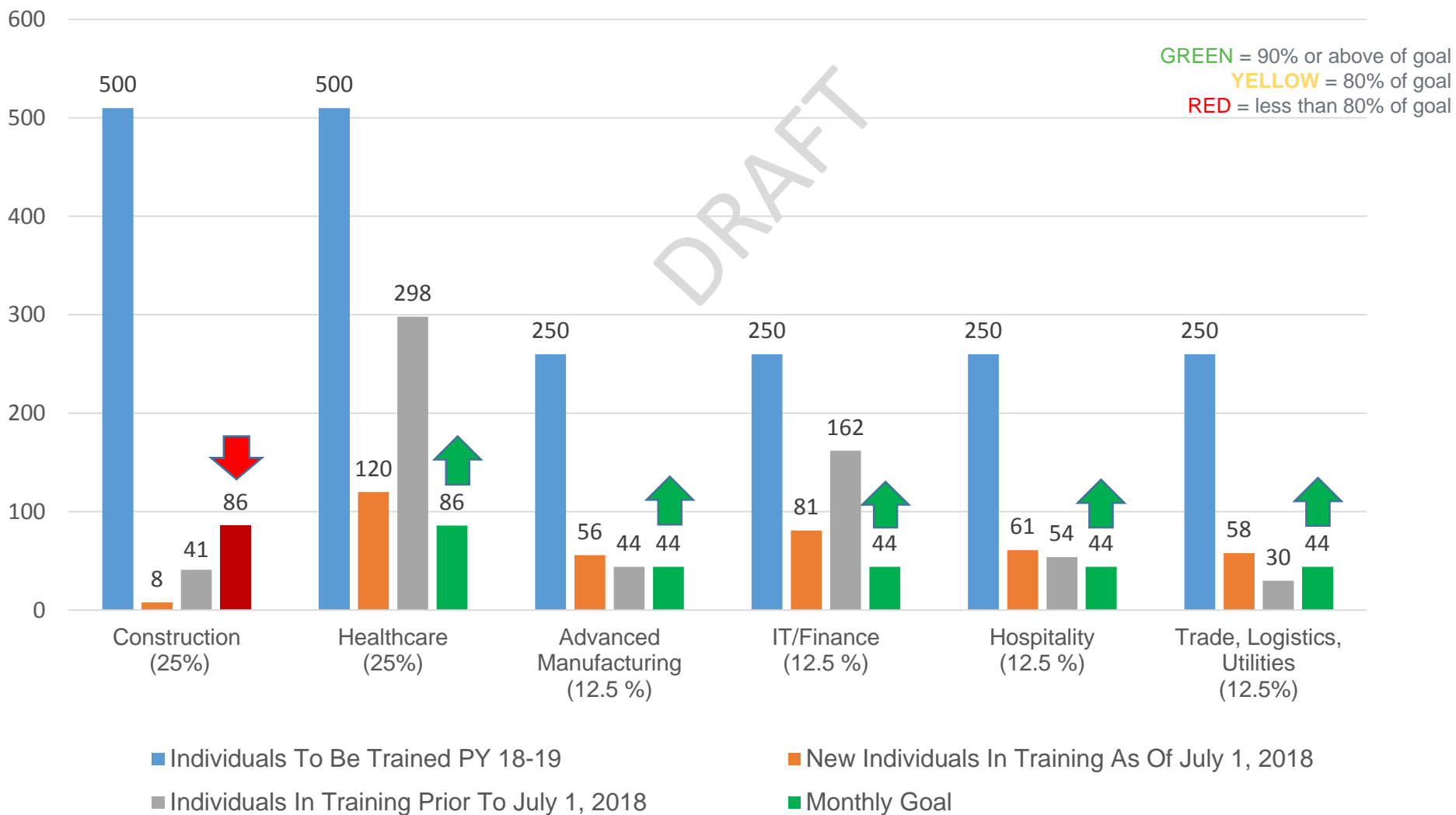
**\$10.3M Training Investment is Strategically Prioritized to Support High Growth Industries**





# ENGAGE THE TALENT POOL

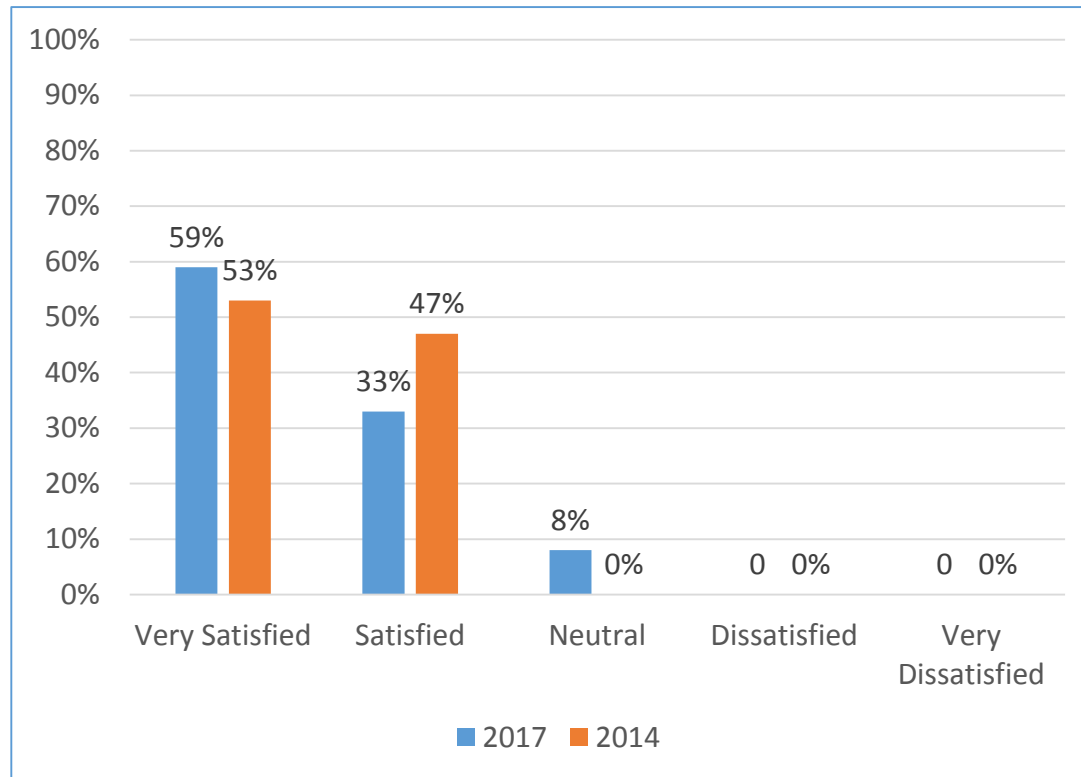
## INDIVIDUALS TO BE TRAINED SCORECARD



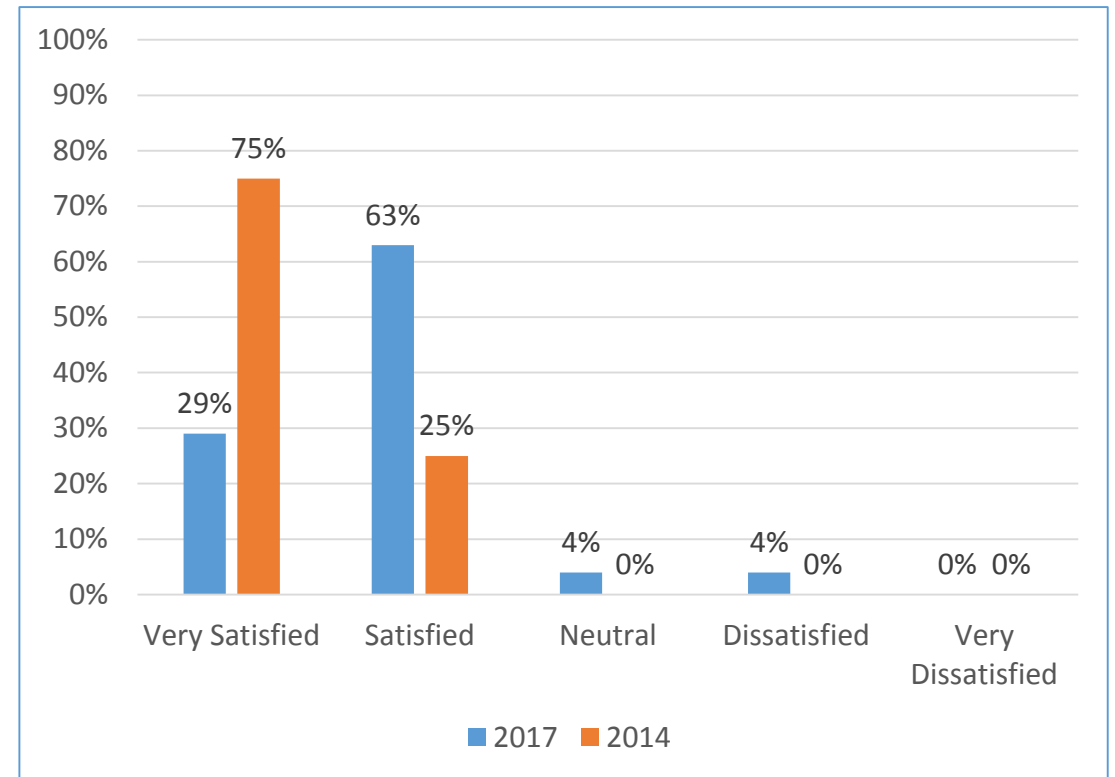
# CSCF Board Self-Evaluation Results

## 2017 vs. 2014 Comparison

### 1. Understanding and supporting the organization's mission?

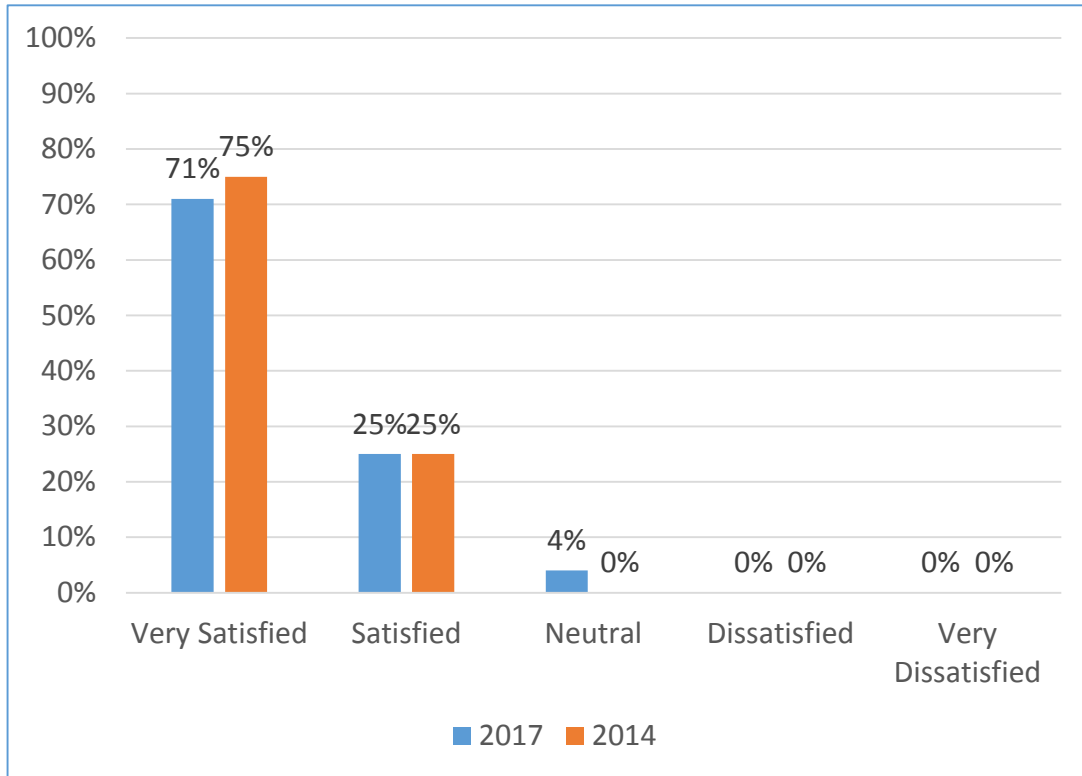


### 2. Having a good working relationship with other board members?

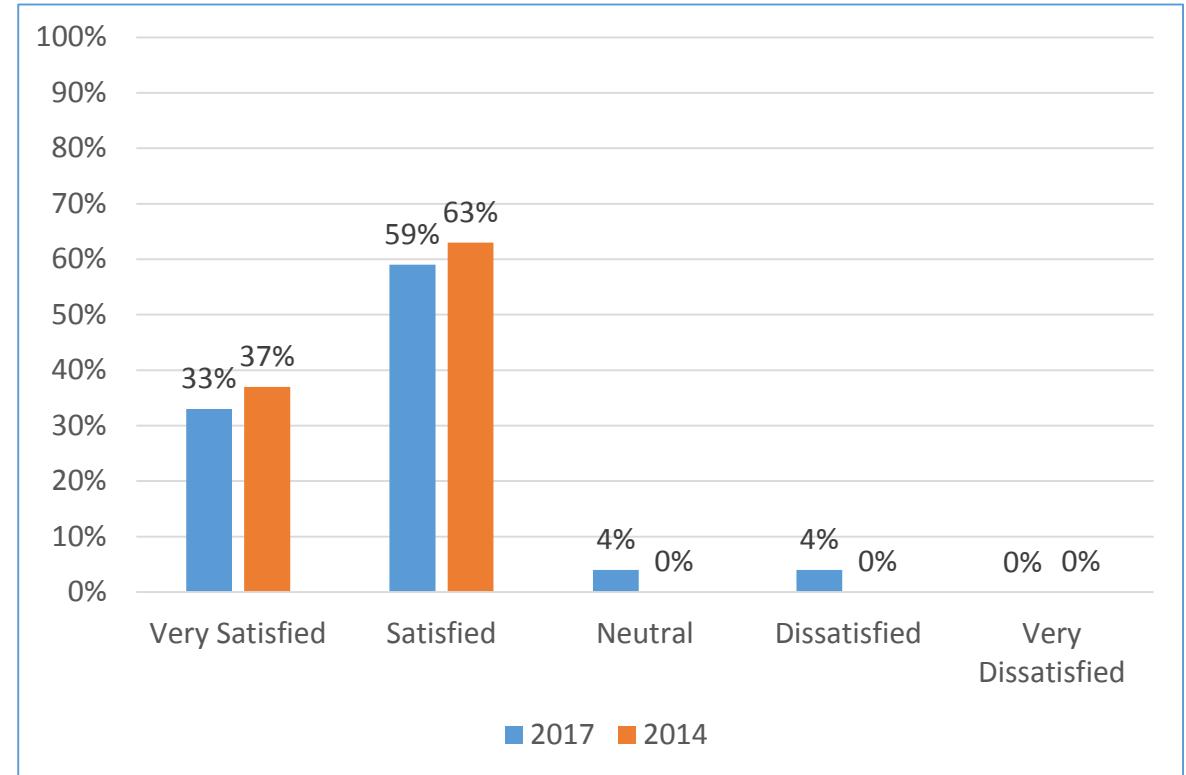




**3. Having a good working relationship with the chief executive?**

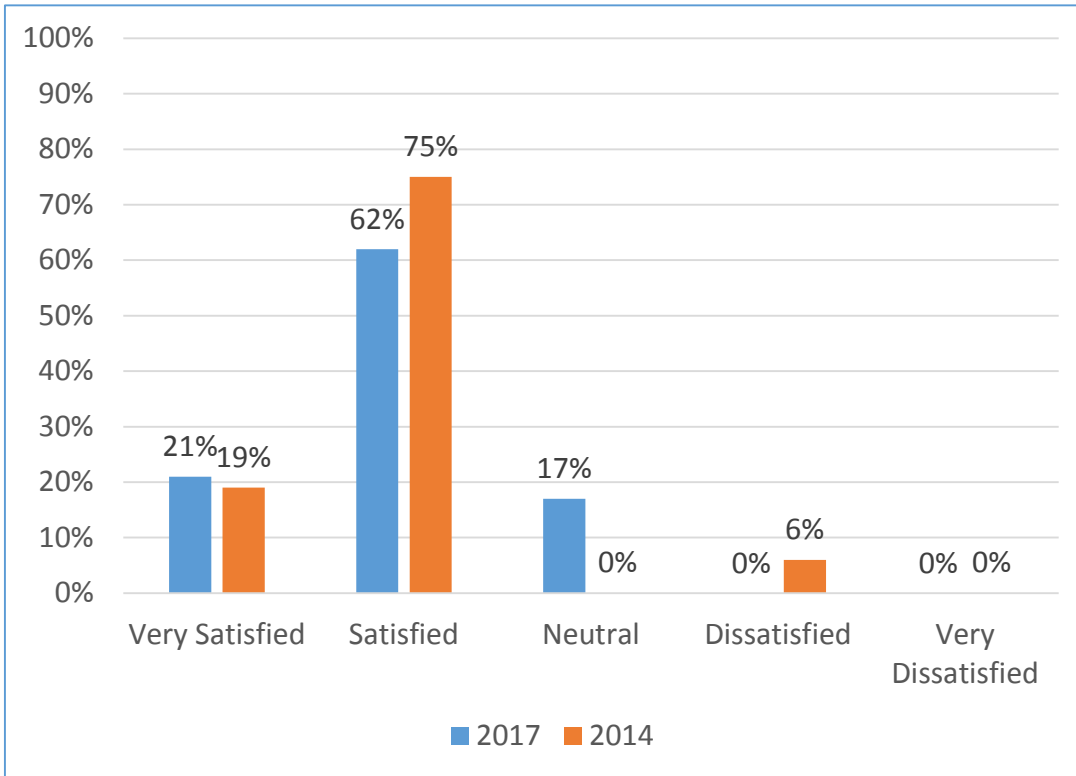


**4. Having knowledge about organization's major programs and services?**

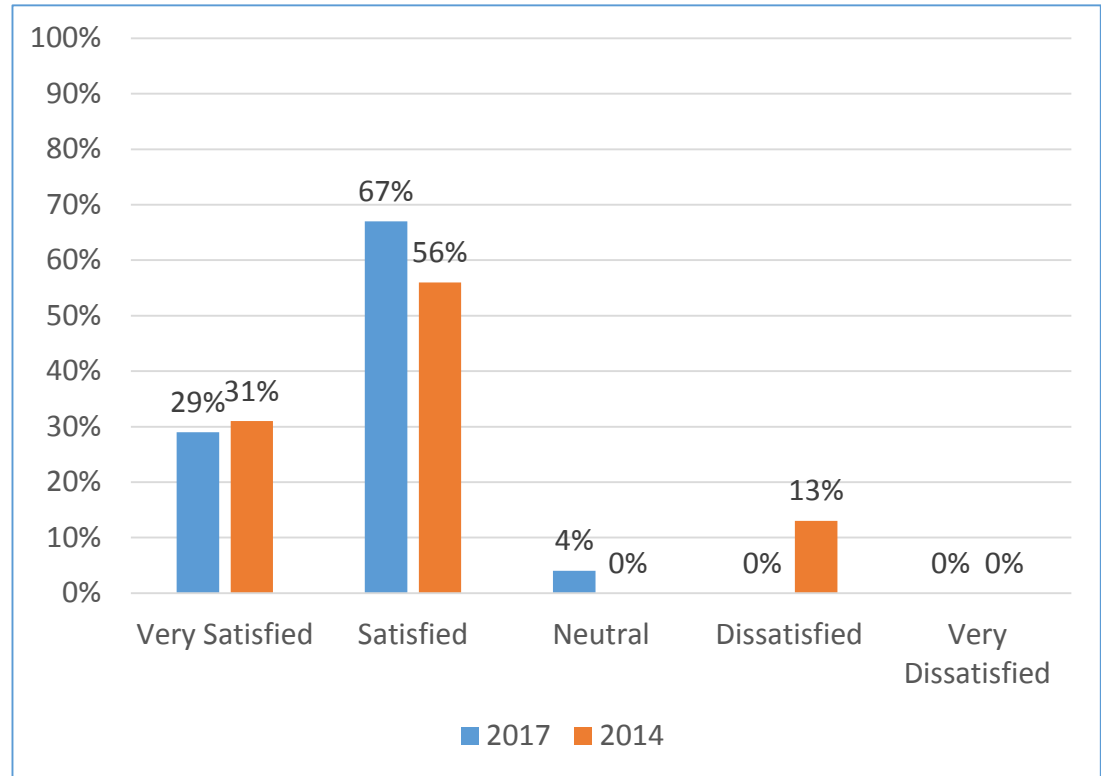




**5. Following trends and important developments in the organization’s substantive field of interest?**

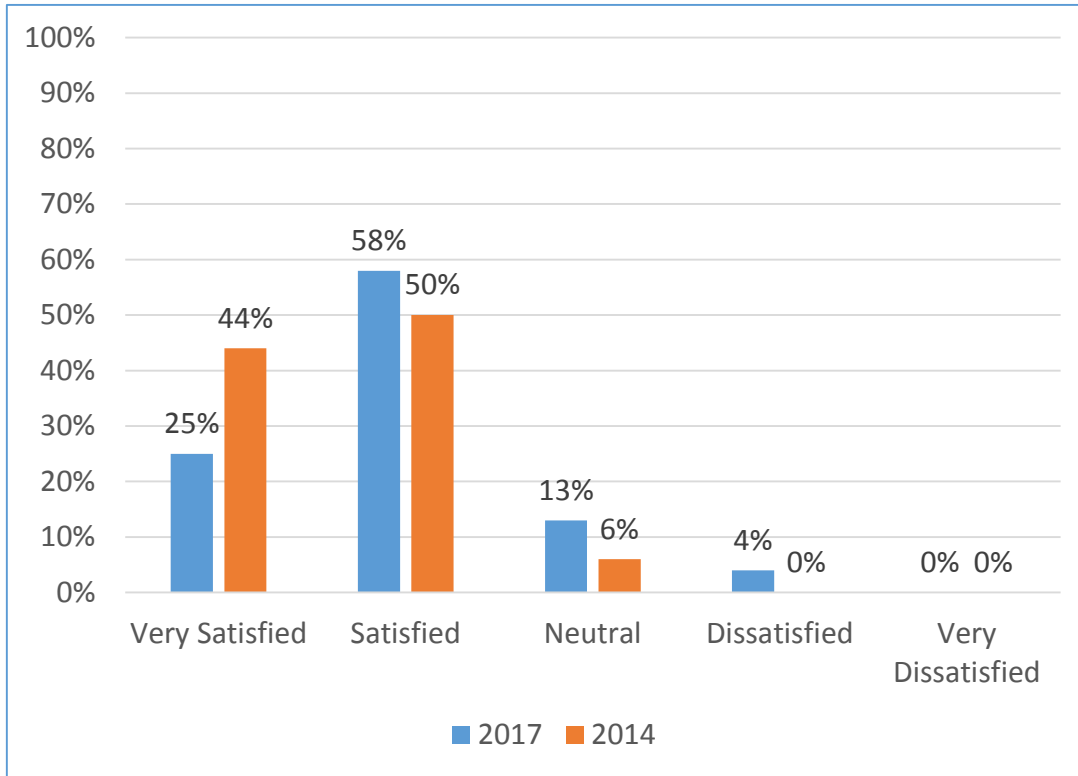


**6. Reading and understanding the organization’s financial statements?**

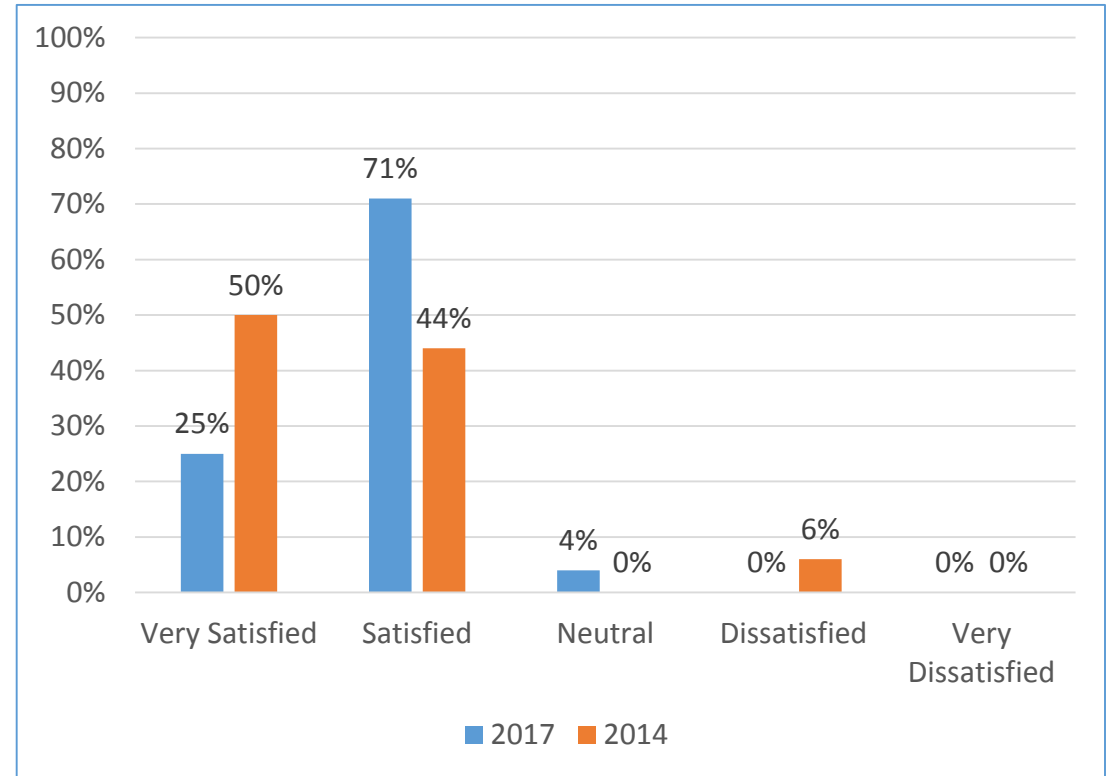




**7. Acting knowledgeably and prudently when making recommendations about how the organization's funds should be budgeted or spent?**



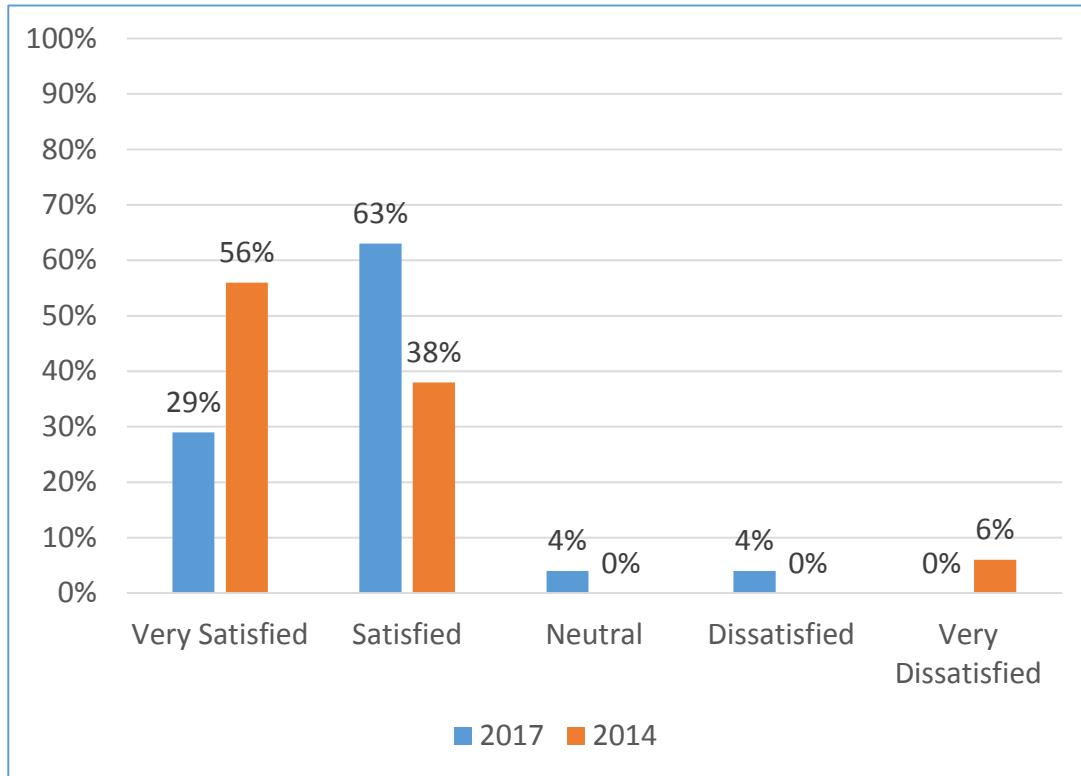
**8. Focusing my attention on long-term and significant policy issues rather than short-term administrative matters?**



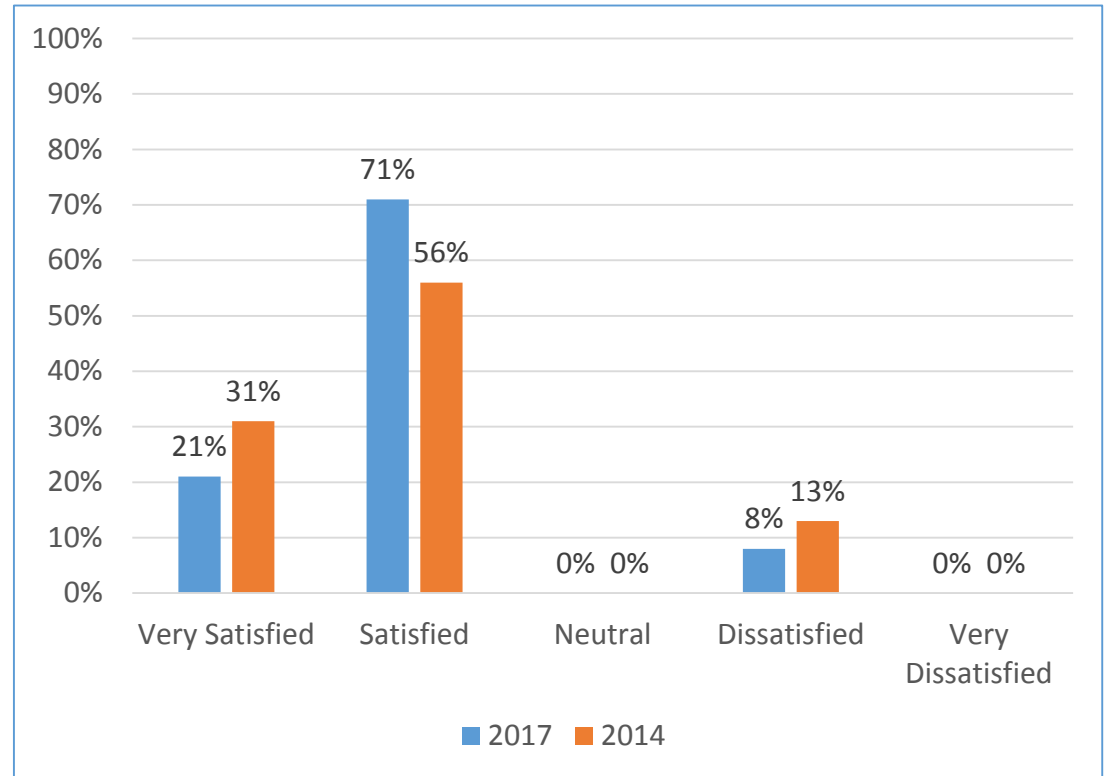




**9. Preparing for and participating at board and committee meetings, as well as other activities of the organization?**

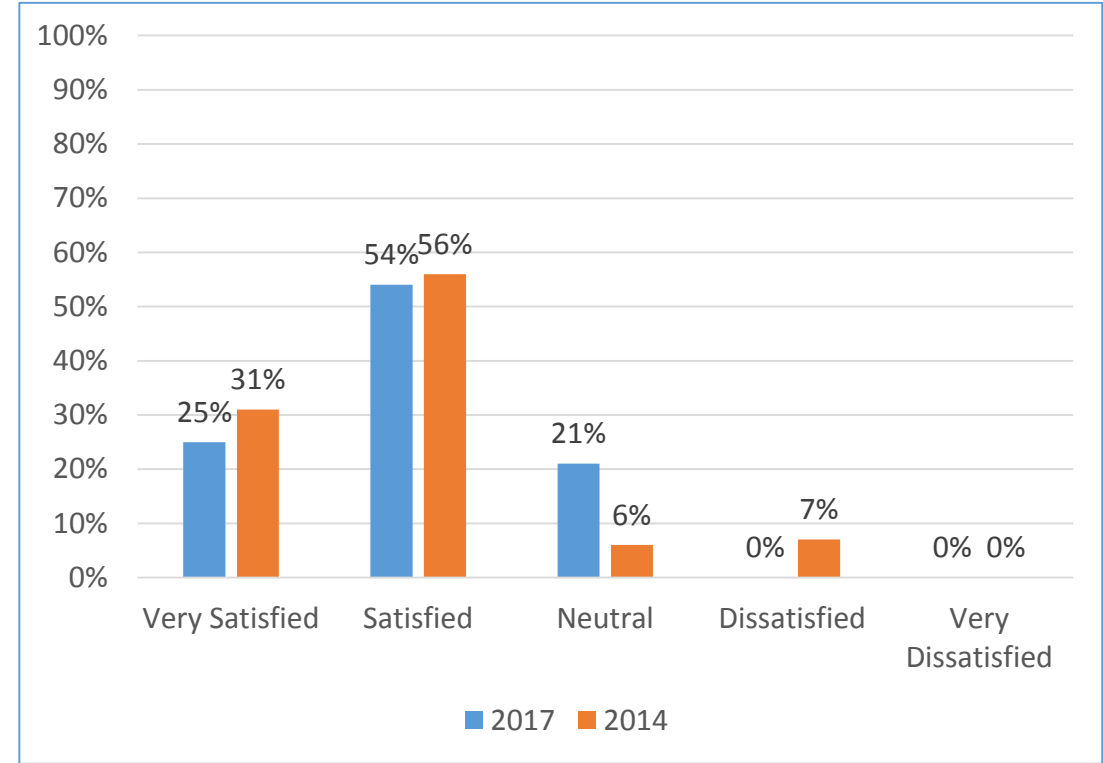
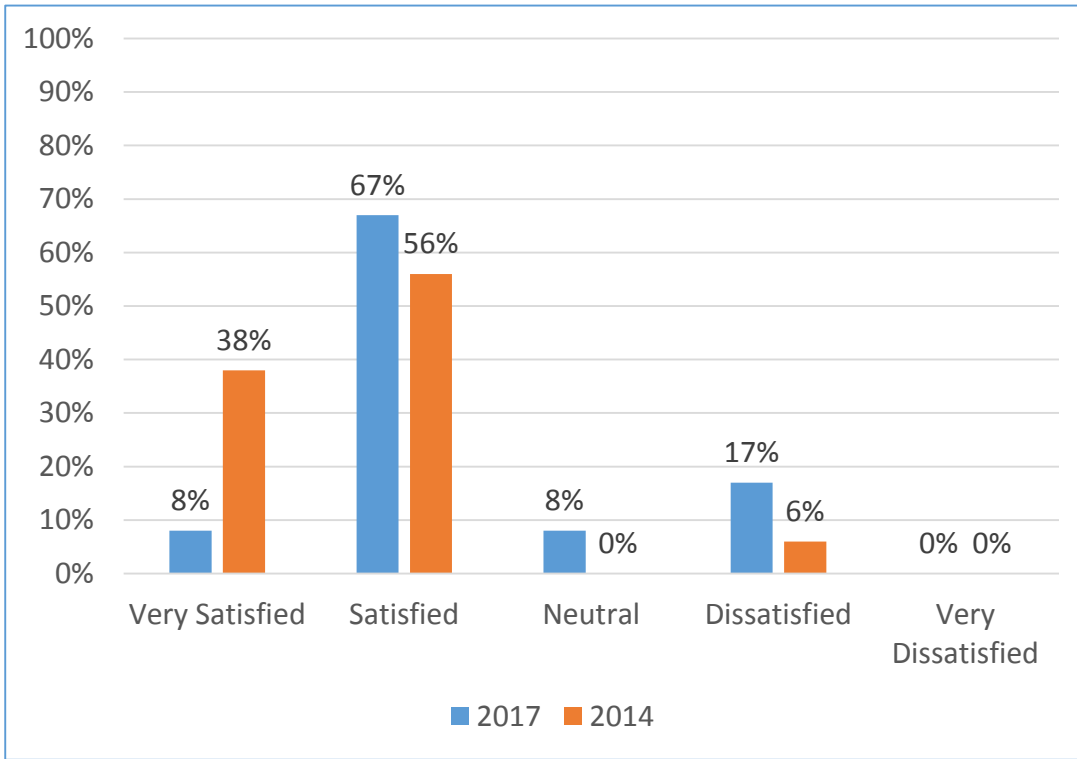


**10. Volunteering and using my special skills to further the organization's mission?**

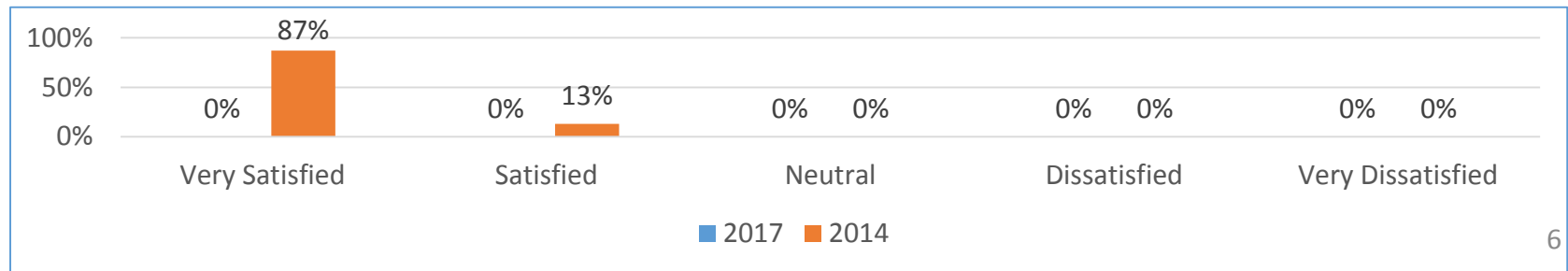




**11. Taking advantage of opportunities to enhance the organization's public image by periodically speaking to leaders in the community about CSCF's work?**

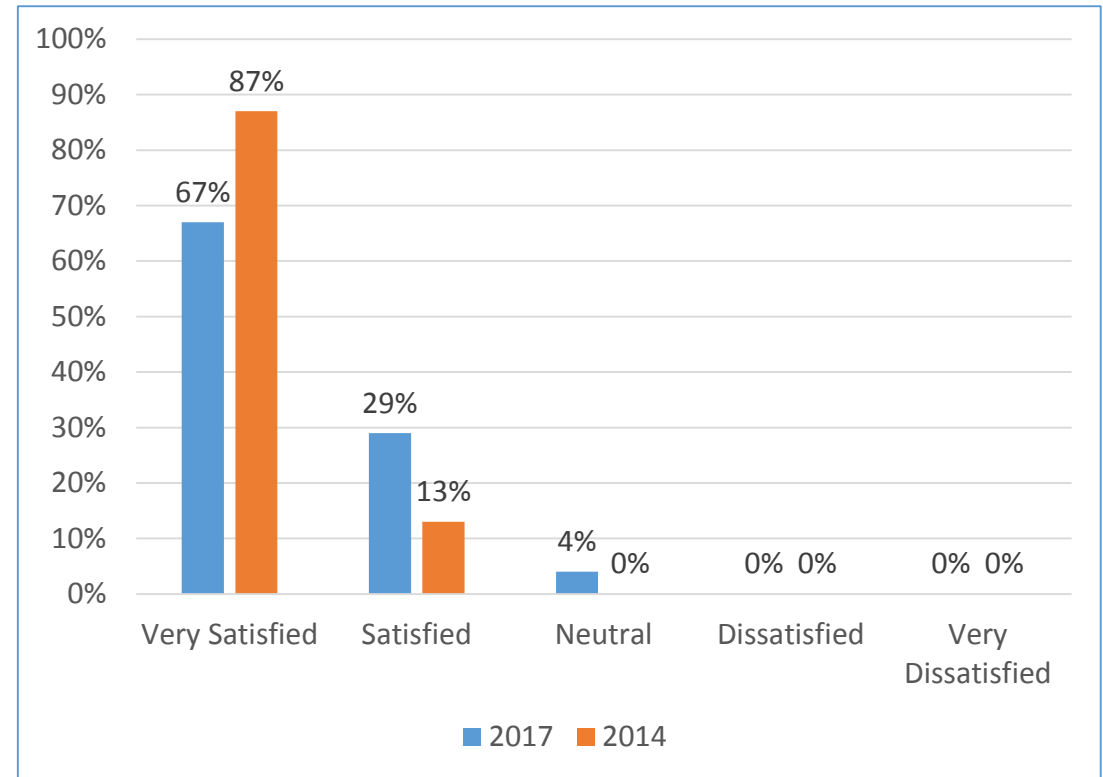
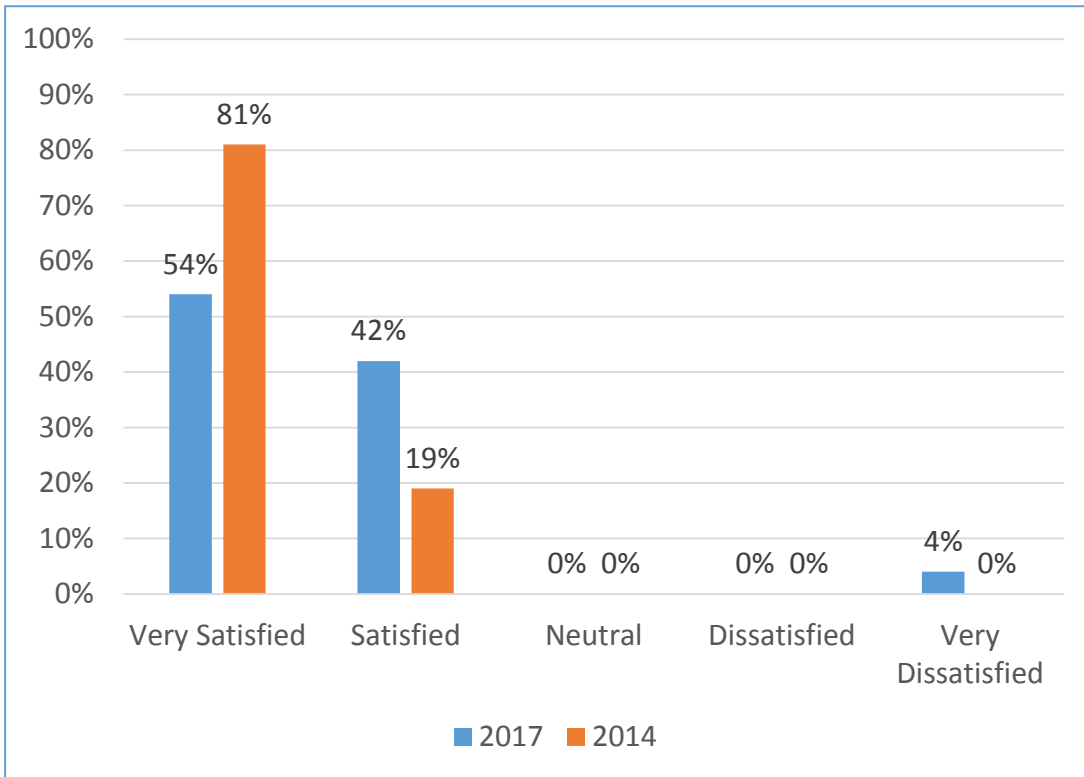


**12. \*\* Respecting the confidentiality of the board's executive decisions?  
Not asked in 2017**



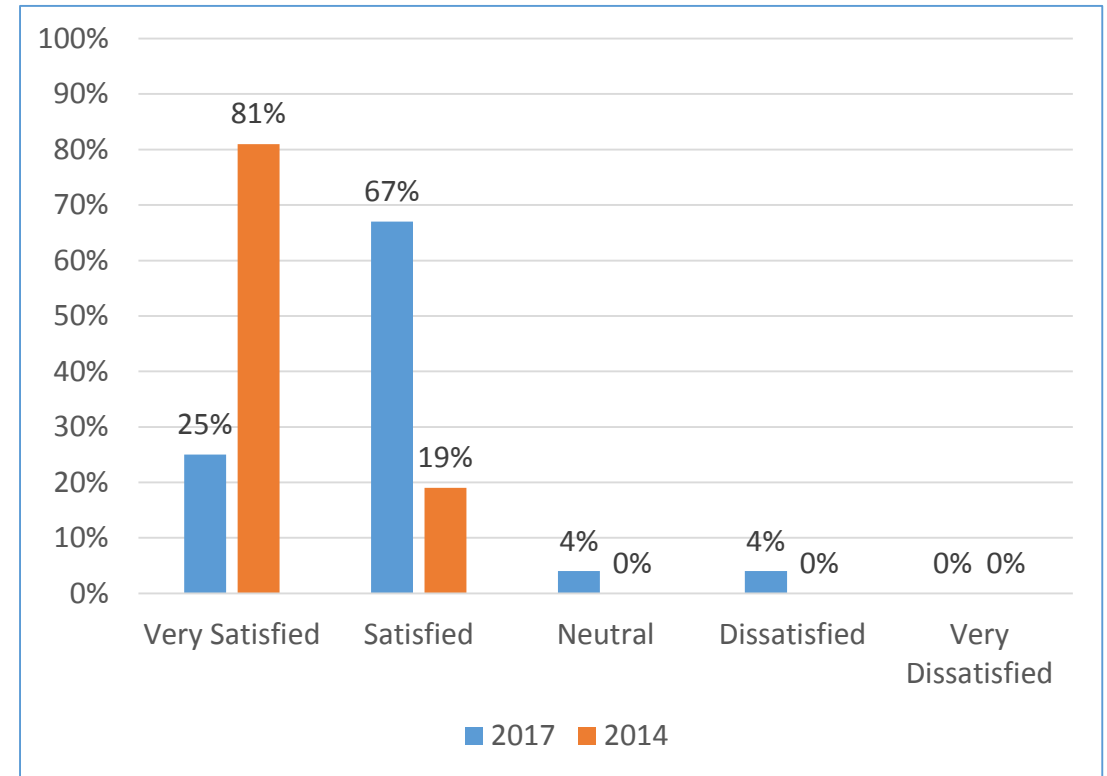
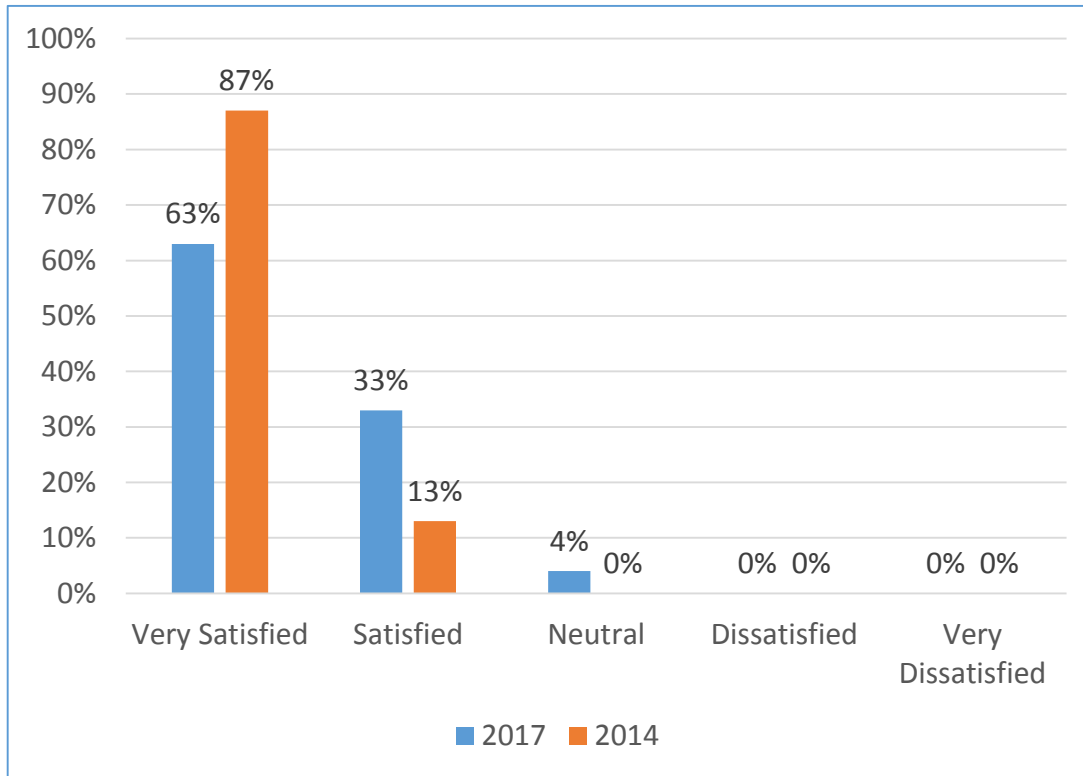


**14. Advising and assisting the chief executive when my help is requested?**





**16. Giving opinions and views that are heard and considered?**



RETURN TO AGENDA

CareerSource Central Florida

Budget Versus Actual Report

As of 08/31/18

CSCF Budget FY 2018 - 2019		INDIRECT COST	RESEA	WIOA Adult	Youth	WIOA DW	WT	TAA	SNAP	WP	DVOP	UC	LVER	Special Grants/ Other Awards	UNRESTRICTED	Actual Expenditures	% of Expenditures
Funding Sources	Total Revenue		119	20	22	30	60	81	85	90	94	96	98				
Carry In Funds From FY 17 - 18	11,048,130		-	3,088,550	2,964,814	-	581,577	-	-	441,320	-	-	-	3,971,869			
FY 18 - 19 Award	26,295,505		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	449,280	220,000		
Award Total - Available Funds	37,343,635		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	4,421,149	220,000		
LESS planned Carryover For FY 19 - 20	(5,043,636)		-	(1,259,460)	(2,000,000)	(1,298,735)	-	-	-	(485,441)	-	-	-				
<b>Total Available Funds Budgeted</b>	<b>32,300,000</b>		<b>528,000</b>	<b>6,673,493</b>	<b>5,632,755</b>	<b>3,896,205</b>	<b>7,555,807</b>	<b>250,000</b>	<b>934,555</b>	<b>1,897,643</b>	<b>150,232</b>	<b>246,318</b>	<b>113,842</b>	<b>4,421,149</b>	<b>220,000</b>		
<b>PROGRAM</b>	<b>Authorized Budget</b>																
Salaries/Benefits	13,578,000	280,565	61,559	477,370	308,126	56,555	431,716	1,497	90,812	61,767	25,893	16,035	16,979	166,343	9,002	2,004,220	14.8%
Program Services	13,600,000	683	537	452,403	328,690	74,774	810,153	4,688	785	2,844	605	150	553	183,742	6,994	1,867,600	13.7%
Professional Services	670,000	15,337	1,004	7,839	4,821	976	7,174	138	1,834	5,548	1,488	301	1,159	2,326	-	49,946	7.5%
Outreach	282,000	467	30	625	141	29	211	4	53	163	43	9	34	70	-	1,877	0.7%
Infrastructure/Maintenance & Related Cost	2,700,000	31,700	2,524	24,554	12,643	2,379	27,017	323	4,652	247,328	3,790	714	3,373	6,424	1,208	368,630	13.7%
IT Cost/Network Expenses	1,165,000	12,049	2,641	23,144	15,413	2,785	19,868	500	5,071	21,769	4,296	720	2,774	7,428	-	118,459	10.2%
Staff Development & Capacity Building	305,000	7,409	798	9,239	4,415	734	5,546	101	1,287	4,134	1,019	226	859	1,949	4,868	42,585	14.0%
Indirect Cost (10%)		(385,357)	6,897	99,588	66,134	13,802	130,010	722	10,409	11,018	3,681	1,809	2,547	36,777	1,963		0.0%
<b>EXPENDITURES</b>	<b>32,300,000</b>	<b>(37,146)</b>	<b>75,990</b>	<b>1,094,763</b>	<b>740,382</b>	<b>152,034</b>	<b>1,431,695</b>	<b>7,973</b>	<b>114,904</b>	<b>354,571</b>	<b>40,816</b>	<b>19,964</b>	<b>28,277</b>	<b>405,060</b>	<b>24,036</b>	<b>4,453,318</b>	<b>13.8%</b>
<b>FUNDING DECISIONS</b>	<b>-</b>	<b>8,886</b>	<b>-</b>	<b>12,111</b>	<b>7,942</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>(26,500)</b>	<b>(2,439)</b>	<b>(26,500)</b>	
<b>TOTAL BUDGET/EXPENDITURES</b>	<b>4,453,318</b>	<b>(28,260)</b>	<b>75,990</b>	<b>1,106,873</b>	<b>748,324</b>	<b>152,034</b>	<b>1,431,695</b>	<b>7,973</b>	<b>114,904</b>	<b>354,571</b>	<b>40,816</b>	<b>19,964</b>	<b>28,277</b>	<b>378,560</b>	<b>21,597</b>	<b>4,453,318</b>	<b>13.8%</b>
<b>TOTAL AVAILABLE FUNDS</b>	<b>27,846,681</b>	<b>28,260</b>	<b>452,010</b>	<b>5,566,619</b>	<b>4,884,431</b>	<b>3,744,171</b>	<b>6,124,112</b>	<b>242,027</b>	<b>819,651</b>	<b>1,543,072</b>	<b>109,416</b>	<b>226,354</b>	<b>85,565</b>	<b>4,042,579</b>	<b>198,402</b>		
<b>% OF FUNDS EXPENDED BY GRANT</b>	<b>13.8%</b>		<b>14.4%</b>	<b>16.6%</b>	<b>13.3%</b>	<b>3.9%</b>	<b>18.9%</b>	<b>3.2%</b>	<b>12.3%</b>	<b>18.7%</b>	<b>27.2%</b>	<b>8.1%</b>	<b>24.8%</b>	<b>8.6%</b>	<b>9.8%</b>		
	<b>ACTUAL</b>	<b>TARGET</b>															
ITA % (Adult DW)	50.3%	50.0%															
ITA% (Youth)	26.5%	20.0%															
ADIMINISTRATIVE COST %	9.1%	10.0%															

A- The states mandates that 50% of total WIOA adult and dislocated worker funds are spent in client intensive training activities.

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 08/31/18**

	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	26,295,505	33,365,447	(7,069,942)	
Award Total - Available Funds	37,343,635	39,022,856	(1,679,221)	
LESS planned Carryover For FY 19 - 20	(5,043,635)	(8,448,540)	3,404,905	
<b>Total Available Funds Budgeted</b>	<b>32,300,000</b>	<b>30,574,316</b>	<b>1,725,684</b>	<b>5.6%</b>

	Budget	CY Expenditures	PY Expenditures	\$ Difference	% Difference
Salaries/Benefits	13,578,000	2,004,220	1,933,796	70,425	3.6%
Career & Youth Services	13,600,000	1,867,600	765,302	1,102,298	144.0%
Professional Fees	670,000	49,946	94,220	(44,274)	-47.0%
Outreach	282,000	1,877	60,156	(58,279)	-96.9%
Infrastructure/Maintenance & Related Cost	2,700,000	368,630	428,896	(60,266)	-14.1%
IT Cost/Network Expenses	1,165,000	118,459	145,661	(27,202)	-18.7%
Staff Development & Capacity Building	305,000	42,585	24,281	18,304	75.4%
<b>TOTAL EXPENDITURES</b>	<b>32,300,000</b>	<b>4,453,318</b>	<b>3,452,312</b>	<b>1,001,006</b>	<b>29.0%</b>

	BUDGET	CY ACTUAL	PY ACTUAL
ITA %	50.0%	50.3%	20.3%
ADIMINISTRATIVE COST %	8.0%	9.1%	9.2%



# PANEL DISCUSSION

## HOSPITALITY TRENDS



# PANELISTS

**Dorathy Nevitt, Director of Human Resources**

Orlando World Center Marriott

**Eric Martinez, Executive Chef**

Orlando World Center Marriott

**Mark Havard, Area Director of Human Resources**

Hyatt Regency Orlando

**Melissa Stephan, Director of Curriculum & Instruction**

Lake Technical College

**Pete Folch, Founder / President**

Second Wind - Finish Strong, Inc.