



# CAREERSOURCE FLORIDA BOARD OF DIRECTORS

*Strategic Policy & Performance Council*

## STRATEGIC POLICY & PERFORMANCE COUNCIL

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- **Chairman** Brittany Birken
- **Vice Chairman** Rose Conry
- Tim Center
- Duane De Freese
- Robert Doyle
- Elli Hurst
- Rick Matthews
- Michael Myhre
- Bryan Nelson
- Stephanie Smith

October 2019



 <b>CareerSource FLORIDA</b>		<b>Strategic Policy Council Charter</b>	<b>CSF-BOD-06</b>
<b>Position Title:</b>	Strategic Policy Council		
<b>Adopted:</b>	<i>May 12, 2014</i>		
<b>Effective:</b>	<i>May 12, 2014</i>		

## I. INTRODUCTION

CareerSource Florida (or the Corporation), according to Florida Statutes § 445.004(2), is the principal workforce policy organization for the state. State statute defines CareerSource Florida's purpose as one of designing and implementing strategies that help Floridians enter, remain and advance in the workplace. CareerSource Florida's objectives are to help people become more skilled and successful thus benefiting the individual, Florida businesses and the entire state, and to assist in developing the state's business climate.

By law, CareerSource Florida is the statewide Workforce Investment Board charged with policy setting and oversight of the workforce system. CareerSource Florida is governed by an independent Board of Directors consisting of public and private sector representatives. CareerSource Florida reports to the Governor and, in its role, aligns and supports the Governor's economic and workforce goals through the development of strategic workforce policies and plans.

The strategic workforce policies developed by the Board give overall direction to the state's workforce system. In addition, the Board takes actions and makes decisions regarding workforce programs, ensures that there are sufficient and appropriate human and financial resources for CareerSource Florida to accomplish its work and ensures the health of the organization.

As specified in Florida Statutes, the Chairman of the Board has the authority to appoint committees or councils to fulfill the Board's responsibilities, to comply with federal requirements or to obtain technical assistance. Under this authority, the Strategic Policy Council is thus chartered.

Individual members have no authority to control or direct the operations of Workforce Florida, Inc. (d/b/a CareerSource Florida) or the actions of its officers and employees, including the President.

## **II. AUTHORITY**

This Council operates under the authority and responsibilities specified in Section 445, Florida Statutes, and the Bylaws of Workforce Florida, Inc. As such, the Strategic Policy Council has the authority assigned to it by the Chairman of the Board. In coordination with the President/CEO, the Council shall have the resources and authority necessary to discharge its duties and responsibilities and may, after consultation with the Chairman of the Board, designate ad hoc committees to facilitate the Council's role.

If this document is in conflict with federal or state statute or the bylaws of the corporation, those documents shall take precedence.

## **III. TERM**

The members of the Strategic Policy Council, including a Chairman and Vice Chairman, shall be appointed by the Chairman of the Board and shall serve for a period of time determined by the Chairman. All Council members shall serve at the pleasure of the Chairman of the Board.

## **IV. COMPOSITION**

The Council shall comprise individuals appointed by the Chairman of CareerSource Florida from the membership of the Board and individuals from outside CareerSource Florida who possess relevant experience or expertise in the subject area of the Council. In all matters pertaining to Council business, Council members shall report directly to the Council Chairman (or, in the Chairman's absence, the Council Vice Chairman). The Council Chairman shall report to the Chairman of the Board. In selecting members, the Chairman must incorporate at least one member from a regional workforce development board into the Council.

Should the Council form ad hoc committees, the Chairman of CareerSource Florida shall designate committee membership. A majority of the membership of each Council must be members of the Board of Directors of CareerSource Florida.

Membership on the Strategic Policy Council makes no presumption concerning future roles on the Board.

## **V. MEETINGS**

The Strategic Policy Council meets quarterly – whether in person, by telecommunications or webinar – in conjunction with the regular quarterly meetings of the Board of Directors if there is business that needs to go before the Council. Additional meetings, whether held in person or by telephone, may be conducted at the request of the Board Chairman or the Council Chairman.

## **VI. RESPONSIBILITIES**

The Strategic Policy Council is formed to make recommendations to the CareerSource Florida Board of Directors on specific policies, strategies, programs and activities affecting workforce development. Florida law gives CareerSource Florida the authority to create state employment,

education and training policies that ensure programs are preparing workers responsive to present and future business and industry needs and complements the initiatives of Enterprise Florida, Inc., the state's economic development organization (Section 445.004(6)(a), F.S.). Consistent with CareerSource Florida's strategic goals, priority is given to addressing workforce needs for businesses in the state's target and infrastructure industries.

The Strategic Policy Council's role is both to review existing policies as well as develop new strategies and policies designed to foster a performance-driven talent delivery system with the ability to serve individuals at all levels, businesses of all sizes and entrepreneurs in order to meet the demands of Florida's growing and diversifying economy.

**VII. STRATEGIC POLICY COUNCIL PRIMARY POINT OF CONTACT**

In order to conduct its business and administer its affairs the primary point of contact for the Strategic Policy Council is:

Mary Lazor, Vice President of Strategic Policy and Performance  
Phone: (850) 692-6887  
Email: [mlazor@careersourceflorida.com](mailto:mlazor@careersourceflorida.com)

**VIII. REVISION INFORMATION (IF APPLICABLE)**

<b>Date</b>	<b>Description of Revision</b>
05/07/14	Version for Chairman's review and approval.
05/12/14	Approved by Chairman
05/9/18	Updated Roster and Primary Point of Contact