

CareerSource Florida
Board of Directors Meeting
May 16, 2018
Consent Item 1
Approved X
Disapproved _____

Consent Item 1

FEBRUARY 2018 BOARD MEETING MINUTES

In accordance with Article VII, Section 7.3, of the approved bylaws, the corporation is required to keep correct and complete books and records of account and shall keep minutes on the proceedings of the board of directors.

NEEDED ACTION

Approve the draft minutes of the February 14, 2018, meeting of the CareerSource Florida Board of Directors to include any modifications or changes noted by the board.

**MINUTES
CAREERSOURCE FLORIDA
BOARD OF DIRECTORS MEETING
FEBRUARY 14, 2018**

CALL TO ORDER

Britt Sikes called the meeting of the CareerSource Florida Board of Directors to order at approximately 9:00 a.m. ET on February 14, 2018, by welcoming all board members and partners to the meeting. Mr. Sikes invited CareerSource Capita Region Local Veterans Employment Representative Derrick Sykes to lead the Pledge of Allegiance. After the Pledge of Allegiance, roll was called.

ROLL CALL/QUORUM

A quorum was present with the following board members in attendance:

Britt Sikes	Taylor Hatch *
Robert Campbell	Elli Hurst
Steve Capehart	Bill Johnson
Rose Conry	Camille Lee-Johnson
Duane De Freese	Rick Matthews
Kevin Doyle	Tony McGee
Robert Doyle	Stephanie Smith
Rod Duckworth	Ardian Zika
Arnie Girnun	

Board members not in attendance were: Governor Rick Scott, Brittany Birken, Tim Center, Stan Connally Jr., Elisha Gonzalez, Elli Hurst, Senator Bill Montford, Alex Moseley, Mike Myhre, Bryan Nelson, Rep. Elizabeth Porter, Todd Rebol

*Designees

CHAIRMAN'S WELCOME & REMARKS

Mr. Sikes welcomed the board members, the CareerSource Florida professional team and local workforce development boards to the meeting. Mr. Sikes acknowledged the new board member, Stephanie Smith and invited her to say a few words about herself. Chairman Sikes thanked board members who participated in the 5th annual Day at the Capitol. Mr. Sikes recognized Rose Conry for her appointment to the Florida Rehabilitation Council for the Blind.

Mr. Sikes provided a recap of activities for the last quarter.

- The state board received an audit with no findings for the 17th year in a row.
- Over the past three months, our professional team has been moving forward on plans for a Statewide Apprenticeship Summit, monitoring the Florida Legislative Session and state

budget appropriations process, and continuing to work with our partners at the Department of Economic Opportunity on both CareerSource Florida's Performance Funding Model and the statewide Skills Gap and Job Vacancy Survey.

MISSION MOMENT

Mr. Sikes took a moment to mention a couple of issues that have gotten a great deal of attention lately and stated that integrity, accountability and transparency of Florida's taxpayer-funded state workforce system remains the board's highest priorities. Mr. Sikes referenced a message that the board received from President Dennard regarding the investigations of the CareerSource Pinellas and CareerSource Tampa Bay. He assured the Board that President Dennard and the CareerSource professional team are in close contact with DEO and the local workforce development board partners. Chairman Sikes stated that the Mission Moment reminds us of why improvements are part of the process to ensure we continue to maintain the highest level of accountability. The Mission Moment was in form of a video from CareerSource Gulf Coast. After the video Mr. Sikes invited CareerSource Gulf Coast Executive Director Kim Bodine up to tell a little more about her team's efforts.

PRESIDENT'S REPORT

President Dennard thanked everyone for coming to Tallahassee. President Dennard said she is looking forward to the results of the investigations in CareerSource Tampa Bay and CareerSource Pinellas. She reemphasized that CareerSource Florida has been in frequent contact with the Department of Economic Opportunity and that as our administrative agency, they are taking all the right steps to analyze data, evaluate processes and tools, also committed to continuous improvement. President Dennard stated that she values the Department of Economic Opportunity's partnership and said they have our full commitment to help any way we can. President Dennard stated that we can all take pride in strictly observing all regulations and requirements with full and proper disclosure, and being responsible stewards of the federal and state funds that are entrusted to us. The priority from the beginning is to be transparent; then and now she wants the public to know what we do and how we do it to ensure trust and confidence in our operations, our management, and most importantly, results.

President Dennard challenged everyone to remain focused on The Goal, and to remain focused on jobseekers.

President Dennard shared updates to the corporate goals:

Communicate our Vision

CareerSource Florida's efforts to increase awareness of the network and what we can offer have led to enhanced partnerships with the state college system.

President Dennard shared that she was recently invited by the Florida College System to join the Florida Student Success Center's Advisory Board. The center will create a robust, statewide framework for action to foster strategies grounded in developing student-centered pathways

focusing on board-scale change affecting the daily experience of students. The center will unify college initiatives, programs, and reform efforts to accelerate and scale best practices.

Leverage Strategic Partnerships

President Dennard stated that the objective of the goal is to build customized capacity in Florida's local workforce development boards through implementing sector strategies.

She states that progress was made, as demonstrated by the Strategic Policy Council's approval of a statewide strategic policy on sector strategies.

Late last December, Florida was invited to apply to be part of a nationwide Business Services Cohort effort. CareerSource Florida completed the application and was chosen. The cohort will convene the best and brightest across the nation to showcase ideas, work on challenges and advance solutions. CareerSource Capital Region, and CareerSource North East Florida, are joining CareerSource Florida in this effort, as are representatives from the Department of Economic Opportunity, Higher Education, Vocational Rehab, Career and Adult Education, Economic Development, and Community Organizations.

CareerSource Florida Senior Vice President for Business and Workforce Development, Andra Cornelius will serve as the Florida lead for this great team.

Keeping the System Accountable

President Dennard expressed that this goal is especially relevant today. CareerSource Florida has committed to provide new opportunities for performance measurement training for our local boards. Seeking their feedback on what training is critical, and working with DEO to identify those areas, we are working to utilize third party experts to be sure all local boards have the information they need to be successful.

Strategic Initiatives

President Dennard reminded everyone that last May, the board approved several funding opportunities to build capacity and innovation in our local boards.

The Pathways to prosperity opportunity, encourages our local boards to think about those jobseekers who have unique challenges, breaking the generational cycle of poverty that our board members, Brittany Birkin and Tim Center helped to educate us about.

Legislative Update

President Dennard thanked everyone who participated in the Day at the Capitol. She stated that CareerSource Florida is tracking several bills related to workforce issues.

- HB 3: Economic Development and Tourism Promotion Accountability
- SB 1122: Florida Business and Workforce Competitiveness Trust Fund/Department of Economic Opportunity
- HB 711: Apprenticeship and Preapprenticeship Programs

Recovery Assistance

President Dennard thanked the Board and Governor Rick Scott's leadership for allowing CareerSource Florida to provide \$1 million in assistance to 12 local workforce development boards to specifically help Puerto Ricans coming to Florida to rebuild their lives.

LOCAL LEADERSHIP TASK FORCE

Chairman Sikes stated that the board is committed to accountability, transparency and integrity. Several of our local workforce development board chief executives have established a task force to discuss ideas and practices that can further enhance the accuracy and validate the integrity of performance data. Mr. Sikes introduced Kim Bodine president of the Florida Workforce Development Associations and Richard Williams, executive director of CareerSource Chipola, who chairs the Local Leadership Task Force to discuss ideas for enhanced accountability.

Mr. Williams stated that the issues in CareerSource Pinellas and CareerSource Tampa Bay are not state-wide issues. Once the Inspector General investigation report is released the Task Force will use the report as a tool to improve future practices. The Task Force recommends baseline monitoring for the regions and more face-to-face training.

CONSENT AGENDA

Mr. Sikes introduced the Consent Agenda:

Consent Item 1 – October 25, 2017, Board of Directors Meeting Minutes.

Consent Item 2 – CareerSource Research Coast Individual Training Accounts Waiver.

Consent Item 3 – CareerSource Polk One-Stop Operator Request

Mr. Sikes asked for a motion to approve the Consent Agenda as presented.

Motion: Kevin Doyle

Second: Rick Matthews

Mr. Sikes opened the floor for discussion and corrections. Hearing none, Mr. Sikes opened the floor for public comment. The motion passed.

STRATEGIC POLICY AND PERFORMANCE COUNCIL REPORT

Strategic Policy and Performance Council Chairman Kevin Doyle announced that board member Bob Campbell was appointed to the Florida Rehabilitation Council, representing CareerSource

Florida. Warren Davis presented the Sector Strategies Strategic Policy for approval by the Council. Mary Lazor provided an updated on the Performance Funding Model. Steve Collins provided an update on the Workforce Innovation and Opportunity Act Unified Plan Two Year Modification. Kevin Doyle called upon Warren Davis to explain the Career and Professional Education Act (CAPE) 2018-2019 Industry Certifications.

ACTION ITEMS

Action Item1 – Career and Professional Education Act (CAPE) 2018-2019 Industry Certifications

Mr. Sikes asked for a motion to approve the Action Item as presented.

Motion: Rick Matthews

Second: Bill Johnson

Chairman Sikes opened the floor for discussion. Mr. Sikes opened the floor for public comment. The motion passed.

Action Item 2 – Sector Strategies Strategic Policy

Mr. Sikes asked for a motion to approve the Action Item as presented.

Motion: Rick Matthews

Second: Duane De Freese

Chairman Sikes opened the floor for discussion. Hearing none, Mr. Sikes opened the floor for public comment. The motion passed.

SKILLS GAP AND JOB VACANCY SURVEY STATEWIDE RESULTS PREVIEW

Chief of the Bureau of Labor Market Statistics, Adrienne Johnston presented members of the board with a preview of the Skills Gap and Job Vacancy Survey. Refer to the CareerSource Florida February 2018 meeting agenda packet and PowerPoint presentation on the CareerSource Florida website for more information careersourceflorida.com/boardroom

OPEN DISCUSSION/PUBLIC COMMENT

Mr. Sikes opened the floor for public comment.

President Dennard recognized CareerSource Florida's new Chairman, Kevin Doyle. President Dennard and Chairman Kevin Doyle presented Britt Sikes with a token of appreciation for his service to the CareerSource Florida Board of Directors.

CHAIRMAN'S CLOSING REMARKS

Mr. Sikes thanked the board and local partners for their participation and engagement. He reminded board members to visit their local career center or set up a call with the local workforce development board chair or chief executive between now and the next meeting in May.

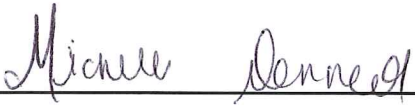
Chairman Sikes highlighted upcoming meetings:

- April 11, 2018: Executive Committee meeting in Orlando
- May 15 – 16, 2018: Council and Board meetings in St. Augustine
- Sept. 24-28, 2018: Workforce Professional Development Summit, CareerSource Florida Board of Directors and related meetings and the Future of Florida Forum in Orlando
- Dec. 12, 2018: Board Teleconference

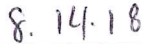
The meeting adjourned at approximately 10:36 a.m. ET. Refer to the CareerSource Florida February 2018 meeting agenda packet and PowerPoint presentation on the CareerSource Florida website for more information at careersourceflorida.com/boardroom.

BOARD SECRETARY CERTIFICATION

In accordance with Article VII, Section 7.3, I hereby certify that these minutes reflect the proceedings by the Board of Directors of CareerSource Florida, have been reviewed by the Board, and approved or approved with modifications which have been incorporated herein.



Michelle Dennard
Board Secretary



Date

