

Consent Item 1

Approved _____
Disapproved _____

Consent Item 1

FEBRUARY 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 accounts and shall keep minutes on the proceedings of the board of directors.

FOR CONSIDERATION

Approval of February 2019 Board Meeting Minutes, to include any modifications or changes noted by the board.

**MINUTES
CAREERSOURCE FLORIDA
BOARD OF DIRECTORS MEETING
Feb. 13, 2019**

CALL TO ORDER

Chairman Kevin Doyle called the meeting of the CareerSource Florida Board of Directors to order at approximately 9 a.m. ET on Feb. 13, 2019, by welcoming board members and partners to the meeting. Chairman Doyle asked CareerSource Capital Region CEO and U.S. Army veteran Jim McShane to lead everyone in the Pledge of Allegiance. The Pledge of Allegiance was recited and Chairman Doyle asked Lisa Cramer to call roll.

ROLL CALL/QUORUM

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

Kevin Doyle	Arnie Gimun
Brittany Birken	Elisha Gonzalez
Robert Campbell	Bill Johnson
Steve Capehart	Ken Lawson
Tim Center	Tony McGee
Rose Conry	Bryan Nelson
Duane De Freese	James Nolan
Robert Doyle	Stephanie Smith
Rod Duckworth*	

Board members not in attendance were: Gov. Ron DeSantis, Richard Corcoran, Elli Hurst, Camille Lee-Johnson, Rick Mathews, Sen. Bill Montford, Mike Myhre, Alex Moseley, Todd Rebol and Joe York.

*Designee

CHAIRMAN'S WELCOME & REMARKS

Chairman Doyle introduced new board members:

- Governor Ron DeSantis
- Florida Department of Economic Opportunity Executive Director Ken Lawson
- Florida Department of Education Commissioner Richard Corcoran

Chairman Doyle stated the board last met in December by teleconference and heard from a couple of local workforce development board partners on the network's efforts to help veterans find rewarding careers after leaving military service. Chairman Doyle also shared there was a special presentation on the Florida Chamber Foundation's Florida 2030 Blueprint, looking ahead to future talent and education needs as industries evolve over the next decade and beyond.

MISSION MOMENT

Chairman Doyle invited CareerSource Suncoast President and CEO Ted Ehrlichman to the microphone. Chairman Doyle stated CareerSource Suncoast was the first local workforce development board in the state to become a sponsor of an apprenticeship program. Working with PGT Innovations, CareerSource Suncoast developed an advanced manufacturing apprenticeship program.

Mr. Ehrlichman introduced Bayne Beecher with PGT Industries. Mr. Beecher thanked CareerSource Florida and CareerSource Suncoast for their great work. Mr. Beecher reported what great success PGT Industries has had with the apprenticeship program. Mr. Beecher also shared a video with the board.

CONSENT AGENDA

Chairman Doyle introduced the Consent Agenda:

Consent Item 1 – December 2018 Board of Directors Meeting Minutes

Consent Item 2 – Selection of Firm for Audit and Tax Preparation Services

Motion: Ken Lawson

Second: Arnie Girnun

Chairman Doyle opened the floor for discussion and corrections. Hearing none, Chairman Doyle opened the floor for public comment. Hearing none, Chairman Doyle called for a vote. The motion passed. None were opposed. President Michelle Dennard will sign and annotate the Meeting Minutes for the official record.

PRESIDENT'S REPORT

Chairman Doyle introduced President Dennard and congratulated her on her DCI 40 Under 40 Leaders in Economic Development award. President Dennard welcomed everyone to Tallahassee. She stated the goals of the state workforce development board are to:

- Communicate the Vision
- Leverage Strategic Partnerships
- Keep Our System Accountable

Communicate the Vision

President Dennard stated CareerSource Florida is communicating the vision with all the transitions in the Governor's office and legislature. She stated the new Governor has set a strong vision for Florida and CareerSource Florida is excited to support his vision. President Dennard stated recently issued executive order 19-31 begins the process of making Florida the number one state in the nation for workforce education as well as ensuring Florida students are prepared to fill the high-demand, high-wage jobs of today and the future.

President Dennard then stated the Governor's Budget recommendations includes \$9 million for Quick Response Training and \$3 million for Incumbent Worker Training. CareerSource Florida looks forward to championing efforts in support of those recommendations for those two

programs. Another opportunity for communicating the vision comes with the Governor's appointments of new agency heads. CareerSource Florida is happy to welcome Ken Lawson, Executive Director of the Florida Department of Economic Opportunity, and Richard Corcoran, Commissioner of Education to the CareerSource Florida Board of Directors.

Leverage Strategic Partnerships

President Dennard stated in January, several of the CareerSource Florida team members had the opportunity to participate at the International Economic Development Council Leadership Summit in Fort Lauderdale. President Dennard gave the keynote address at a plenary session focused on talent, inclusive economic development and opportunities for collaboration with the workforce system.

Senior Vice President of Business & Workforce Development Andra Cornelius had the opportunity to moderate a panel at the conference, talking about the future leaders of economic development and how to cultivate talent for the profession.

The CareerSource Florida Strategic Initiative Funding opportunities have been well-received. This year, CareerSource Florida received more proposals than there was funding. The majority of the awards have been given.

Keeping the System Accountable

President Dennard shared that in September, the board discussed additional training opportunities for CareerSource Florida's local workforce development boards and partners. In January, CareerSource Florida facilitated a training, hosting about 50 participants from 17 of the 24 local workforce development boards. The training was designed to focus on strategies related to the Workforce Innovation and Opportunity Act local plan implementation as it relates to performance outcomes. The training was customized, intended for a smaller, more focused group, with executive directors strategically selecting the participants. The training, as well as other trainings CareerSource Florida has implemented over the last few months, engaged over 300 participants in both webinars and in-person workshops, with a goal of enhancing the understanding and use of the Workforce Innovation and Opportunity Act Primary Indicators of Performance, and to provide tools for aligning performance with the development of local strategies to better serve our customers.

President Dennard concluded her report.

DRIVING COMPETITIVENESS AND PROSPERITY THROUGH FLORIDA'S TRAINING GRANTS

Chairman Doyle introduced Senior Vice President of Business & Workforce Development Andra Cornelius to lead the conversation on CareerSource Florida's two vital programs that help spur economic development and prosperity in our state – Quick Response Training and Incumbent Worker Training.

Ms. Cornelius told the board the two grant programs help Floridians gain new skills, often resulting in wage and productivity gains but also aid in building a skilled talent pool.

Ms. Cornelius stated Quick Response Training was created in 1993 and has served more than 600 businesses and trained at least 139,463 workers. Incumbent Working Training was created in 1999 and has served more than 2,600 businesses and trained at least 166,000 workers.

Ms. Cornelius stated Incumbent Worker Training provides grants for continuing education through training of current employees at existing Florida businesses, and reimburses businesses for pre-approved training costs.

Ms. Cornelius reported the Office of Program Policy Analysis and Government Accountability and the Office of Economic and Demographic Research are required to provide a detailed analysis of state economic development programs per Section 288.0001, F.S.

Analysis Highlights for Quick Response Training:

- 96% of companies surveyed reported the program had a positive impact on their business
- 83% reported employee productivity improved or greatly improved
- 33% reported the grant played a role in the decision to expand or establish in Florida
- 63% reported an increase in employment growth and 14-18% increase in wages
- 81% of QRT trainees still employed in Florida

Analysis Highlights for Incumbent Worker Training:

- 91% of companies surveyed reported the grant had a positive impact on their business
- 25% reported they gained new business, contracts or sales increased due to the grant
- An average of 26% increase in employment growth and an 18% average increase in wage growth – even higher than the statewide averages (12% and 9%)
- 82% of the trainees still employed in Florida

Ms. Cornelius concluded her report and asked Chairman Doyle if he had any questions. Chairman Doyle had no questions.

STRATEGIC POLICY AND PERFORMANCE COUNCIL REPORT

Chairman Doyle introduced Strategic Policy and Performance Council Chair Brittany Birken to recap yesterday's meeting. Ms. Birken thanked staff and council members for their collaboration. Ms. Birken stated Elisia Norton and Warren Davis presented on the CareerSource Florida Apprenticeship Policy and Mary Lazor provided an update on several Strategic Policy and performance initiatives this year. Stephanie Smith, John Kaliski and Evan Enarson-Hering provided an update on a study on the Gig Economy for Florida's Workforce System.

Ms. Birken concluded her report and invited Mary Lazor to present the Apprenticeship Strategic Policy.

Ms. Lazor reported the Workforce Innovation and Opportunity Act clearly establishes sector strategies as a primary approach for meeting employer needs while simultaneously building and defining careers pathways for individuals. The Apprenticeship Policy defines CareerSource Florida's vision for apprenticeship. Ms. Lazor thanked everyone who contributed to the Apprenticeship Strategic Policy.

Arnie Girnun congratulated CareerSource Florida for being a leader of the apprenticeship initiative.

Chairman Doyle introduced the Action Items:

Action Item 1 – Apprenticeship Strategic Policy

Motion: Brittany Birken

Second: Ken Lawson

Chairman Doyle opened the floor for discussion and corrections. Hearing none, Chairman Doyle opened the floor for public comment. Hearing none, Chairman Doyle called for a vote. The motion passed. None were opposed.

Chairman Doyle introduced Warren Davis and asked him to explain the Career and Professional Education Act Action Item.

Mr. Davis stated the Career and Professional Education Act helps attract, expand and retain targeted, high-value industries and sustain a strong, knowledge-based economy. It also helps prepare students for further education and employment. Schools districts are awarded additional full-time equivalent funding for students who earn certifications.

Each year, CareerSource Florida, the Florida Department of Economic Opportunity and the Department of Education complete a comprehensive review of certifications submitted for addition to the annual Career and Professional Education industry certifications list. Upon completion of this year's review, they recommended adding 22 new certifications to the list and removing five obsolete certifications. This list is the foundation for a final postsecondary funding list that is approved by the State Board of Education.

James Nolan stated the Jacksonville Electrical Joint Apprenticeship Association submitted five certifications for the list but they were not approved. He requested additional information regarding which certifications were not approved during the state review and why.

Mr. Davis explained the review team's recommendations for additions and deletions to the industry certifications list are based on applicable state statutes and rules. Mr. Davis offered to schedule a meeting with Mr. Nolan to review the association's application and answer additional questions.

Robin Wikle of Alpha UMi Inc. also submitted a certification for approval to add to the list and wanted to know why it was not approved. President Dennard thanked Ms. Wikle for her comment and stated soft skills training, as recommended, does not meet the certification list guidelines. President Dennard also noted there are available opportunities for partnerships with local workforce development boards and state funding to support soft skills training, which is important.

Action Item 2 – Career and Professional Education Act 2019-2020 Industry Certifications

Motion: Robert Doyle

Second: Brittany Birken

Chairman Doyle opened the floor for discussion and corrections. Hearing none, Chairman Doyle opened the floor for public comment. Hearing none, Chairman Doyle called for a vote. The motion passed. None were opposed.

PARTNER'S UPDATE

Chairman Doyle invited Florida Workforce Development Association President Kim Bodine to the microphone to provide an update. Ms. Bodine provided a handout with the Local Workforce Development Board updates.

Jose Alfaro with KPMG LLP in Tallahassee also addressed the board — speaking about disaster recovery.

OPEN DISCUSSION/PUBLIC COMMENT

Chairman Doyle opened the floor for public comment.

CHAIRMAN'S CLOSING REMARKS

Chairman Doyle thanked the board and local partners for their participation and engagement. Chairman Doyle reminded board members of the upcoming meetings:

- April 9, 2019 – Executive Committee Meeting
- May 23, 2019 – Board of Directors Meeting

BOARD SECRETARY CERTIFICATION

In accordance with Article VII, Section 7.3, I hereby certify 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

