

Consent Item 1

Approved _____ ✓
Disapproved _____

Consent Item 1

DECEMBER 11, 2019, 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 Dec. 11, 2019, Board Meeting Minutes, to include any modifications or changes noted by the board.

- Florida Skills Assessment
- Hands-on assistance in using the Employ Florida portal
- Resume development
- Group discussion/activities
- Mock interviewing sessions

A copy of the presentation can be located [here](#).

CONSENT AGENDA

Arnie Girnun introduced the Consent Agenda:

Consent Item 1 – Consideration of September 2019 Board Meeting Minutes

Consent Item 2 – Consideration of Ruth Dillard as Florida Department of Economic Opportunity Designee to the board

Motion: Elisha Gonzalez

Second: Duane DeFreese

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

PRESIDENT’S REPORT

Arnie Girnun introduced President and CEO Michelle Dennard. President Dennard welcomed and thanked board members and partners for attending the teleconference meeting. Ms. Dennard aligned her report with CareerSource Florida’s Corporate Goals:

COMMUNICATE THE VISION

President Dennard noted one of the corporate objectives and key results identified this year was related to board engagement. She thanked everyone for taking the time to complete the board member survey that was sent out and said the results have been very helpful.

During April’s Executive Committee meeting, out of school youth and rural populations were specifically mentioned. To better understand this population, including how to reach, communicate and serve them, CareerSource Florida has initiated a research project to help inform how to be more successful in doing so. The goal is for this to inform the work and priorities of the local workforce development boards and result in an enhanced outreach effort to improve services to that population.

LEVERAGE STRATEGIC PARTNERSHIPS

The second corporate goal is to leverage strategic partnerships to cultivate local, regional and state capacity building that increases economic opportunity. Apprenticeship expansion remains a priority for this board and Governor DeSantis, who sets the CareerSource Florida vision. As the state workforce policy and investment board, CareerSource Florida has been a strong supporter of apprenticeship expansion, which is providing a pathway to middle and high-skill careers for Floridians in diverse industries that support Florida’s growing economy. The most recent round of

reporting practices and other troubling issues more than two years ago in 2017, under prior leadership of both the boards and the Department of Economic Opportunity. Many steps have been taken subsequently by all parties including this board to correct operational deficiencies and implement policies to ensure clarity around federal requirements and responsibility for maintaining the integrity of the workforce system. Mr. Girnun then introduced Ruth Dillard from the Department of Economic Opportunity to provide an update on the status of the federal inquiry.

Ms. Dillard stated the United States Department of Labor (USDOL) wants to provide technical assistance to the state. USDOL has set up a series of calls with DEO to address each of the findings. USDOL will provide technical assistance and guidance. USDOL wants to make sure processes are in place and DEO is involved in the review process for training that is developed. DEO is identifying guidance that is provided from USDOL on technical assistance calls that can inform an in-depth training program. DEO has met with leaders of the Florida Workforce Development Association and requested the FWDA provide a team to help develop a comprehensive training program.

Mr. Girnun asked if there were any questions. Bill Johnson asked if the local workforce development boards' annual independent audit includes an audit verifying individual placements. Ms. Dillard stated she will research his question and get back to him.

Mr. Girnun stated as a next step, while DEO is managing the process of responding to the outstanding issues raised by USDOL, he requests, at the chairman's direction, that the professional team at CareerSource Florida come back to the board at the February Strategic Policy and Performance Council and Board meetings with recommendations for strategic statewide policies and/or investments that may be needed to further address the issues raised in the report.

COUNCIL REPORT

Finance Council Update

Finance Council Chairman Arnie Girnun noted the council's unanimous approval to accept the audit for the fiscal year that ended June 30, 2019, prepared by Carr Riggins & Ingram, CPAs and Advisors. Mr. Girnun stated this was the 19th year consecutive year CareerSource Florida received an audit with zero findings. Chairman Girnun asked if there were any questions and, hearing none, concluded his report.

A copy of the audit can be located [here](#).

Strategic Policy and Performance Council Update

Chair Brittany Birken shared the following priority initiatives that have been the main areas of focus for the Strategic Policy and Performance Council:

- Florida's Continuous Improvement Performance Initiative – three primary metrics have been identified to provide incentives to improve performance outcomes: employment, training and business penetration. Two statewide webinars with local workforce development boards have been conducted with strong engagement from participants. CareerSource Florida is developing a performance website to provide ongoing

