

Consent Item 1

Approved _____
Disapproved _____

Consent Item 1

JUNE 2020 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 June 4, 2020, Board Meeting Minutes, to include any modifications or changes noted by the board.

**MINUTES
CAREERSOURCE FLORIDA
BOARD OF DIRECTORS MEETING
June 4, 2020**

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 June 4, 2020, by welcoming board members and partners to the meeting. Chairman Doyle asked Lisa Cramer to call roll.

ROLL CALL/QUORUM

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

Kevin Doyle	Bill Johnson
Brittany Birken	Rep. Chris Latvala
Tim Center	Ken Lawson
Duane De Freese	Tony McGee
Ruth Dillard*	Alex Moseley
Eric Hall*	Mike Myhre
Robert Doyle	Todd Rebol
Arnie Girnun	Stephanie Smith
Elisha Gonzalez	

*Designee

Board members not in attendance were: Gov. Ron DeSantis, Rose Conry, Elli Hurst, Rick Matthews, Sen. Bill Montford, Bryan Nelson and Joe York.

CHAIRMAN'S WELCOME & REMARKS

Chairman Doyle reminded the board a series of operational and strategic policies to further strengthen compliance and accountability within the state workforce system was approved at the last meeting. The board also approved a list of industry certifications available to Florida's middle and high school students through the state Career and Professional Education Act for the coming school year.

In February, Florida's unemployment rate was at a record low of 2.8% and quadrupled to 12.9% in April. More than two million Reemployment Assistance claims have been submitted to the state Department of Economic Opportunity since March 15. This created a challenge for CareerSource Florida's partners at the Department of Economic Opportunity, as well as local workforce development boards serving their communities while protecting their customers and employees.

The CareerSource Florida network has provided uninterrupted employment and training services throughout the pandemic. Local workforce development boards began providing virtual, telephone and email services and, in some cases, in-person services by appointment early on in this crisis. The CareerSource Florida network also assisted Floridians applying for unemployment benefits through the Reemployment Assistance program managed by the Florida Department of Economic Opportunity.

CareerSource Florida launched an integrated public and business outreach campaign, *Help is Here*, to direct job seekers and businesses to support needed for employment, recruitment, hiring and training as well as COVID-19 relief programs.

MISSION MOMENT

Chairman Doyle introduced Kelly Smallridge, President and CEO of Palm Beach County's public/private economic development agency, the Business Development Board of Palm Beach County. Ms. Smallridge also is chair of the Florida Economic Development Council.

A copy of Ms. Smallridge's presentation can be located [here](#).

CONSENT AGENDA

Chairman Doyle introduced the Consent Agenda:

Consent Item 1 – Consideration of February 2020 Board Meeting Minutes

Consent Item 2 – Local Workforce Development Boards – Approval of Local Plans

Consent Item 3 – Local Workforce Development Boards – Direct Providers of Workforce Services

Consent Item 4 – CareerSource Florida Administrative Policies

Motion: Tim Center

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 opposed. President Dennard will sign and annotate the Meeting Minutes for the official record.

PRESIDENT'S REPORT

President Dennard reflected upon the corporate goals and provided updates on the strategic initiatives identified by the board in alignment with the Governor's vision.

Communicate the Vision

The CareerSource Florida professional team has been in frequent contact with local workforce development board executives to be sure their needs are met. The Help is Here outreach campaign focused on ensuring that every Florida job seeker or business looking for help knows that Florida's workforce system has continued assisting the public with virtual services.

CareerSource Florida participated in webinars with the Florida Chamber of Commerce, learning from Dr. Jerry Parrish and Mark Wilson about the impact of the pandemic on Florida's economy and recovery-related issues. The board's efforts in response to COVID-19 are framed around 4 R's:

- **Relieve:** What can Florida's workforce system do to provide immediate relief to Florida businesses and residents?
- **Restart:** What can Florida's workforce system do to help restart Florida's economy?
- **Recover:** What strategic initiatives or investments can this board make to aid in the recovery of Florida's economy?
- **Reimagine:** How can the CareerSource Florida network reimagine Florida's workforce system to seize the opportunities provided by this disruption?

Leverage Strategic Partnerships

Through the board-approved Continuous Improvement Performance Initiative, CareerSource Florida has highlighted measures identified as most important by the Governor and this board – encouraging enhanced performance in serving businesses in targeted industries, focusing on training, and serving opportunity populations. The policy and performance team, led by Mary Lazor, has refined these metrics, working with local board leaders to be sure those metrics are clear, and setting targets that recognize the opportunity for improvement for each local board. CareerSource Florida has made two rounds of awards based on those metrics and looks forward to the final round.

Keeping the System Accountable

The CareerSource Florida team worked with state-level partners on the required update to the federal Workforce Innovation and Opportunity Act (WIOA) four-year unified plan. The CareerSource Florida team convenes and staffs the workgroup across agencies working toward a plan update, demonstrating the network's work and success, as well as the Governor's priorities to make Florida the No. 1 state for workforce education by 2030. This plan has been submitted and approved by the U.S. Department of Labor.

The WIOA plan includes strategies to further improve the operational structure of Florida's workforce system through expansion of shared data that support the integrated nature of providing services to job seekers and businesses across the WIOA core programs and further develops approaches for reporting additional performance data.

COUNCIL REPORT

Strategic Policy and Performance Council Update

Chairman Doyle introduced Brittany Birken to provide an update. Ms. Birken noted the importance of the action item recommended for the board's approval – the CareerSource Florida Strategic Policy: State Workforce Development Board Roles and Responsibilities. The policy is designed to help ensure Florida's workforce system is best positioned to build on state and local policies and programs to address the employment and training needs of job seekers, workers and businesses.

As noted by President Dennard, the Workforce Innovation and Opportunity Act requires states to submit a four-year state plan. The WIOA state plan was submitted in March with acceptance received on May 29, 2020. Important to the effort, the federal negotiations of state-level performance on WIOA Primary Indicators of Performance for the next two program years was recently completed. Several local workforce development boards provided valuable input on establishing performance targets for the state prior to the USDOL negotiations meeting. The state

plan encourages implementation and integration of workforce development services among core and primary partners, as well as businesses and community stakeholders.

Also as noted by President Dennard, the board approved the implementation of the Continuous Improvement Performance (CIP) Initiative last May to support key performance outcomes including increases of individuals placed in employment, participants receiving high-quality training, focused on skills and credentials, and to expand high-value staff assisted in business services.

Ms. Birken stated she met with the CareerSource Florida Strategic Policy and Performance team members to establish an examination of the impact of COVID-19 on opportunity populations, as barriers to employment are identified for Florida's citizens. The following highlights local workforce development boards' increasing performance.

Employment: First quarter after exit – 22 boards met the target.

Training Rate – 19 boards met the target.

Business Penetration – 19 boards met the target.

Every eligible board received some level of performance award funding for the quarter.

Annual totals to date within local workforce development boards – 133 performance targets hit of 168 opportunities – 79%.

Awards: \$2,271,522

Council member Stephanie Smith worked with the Strategic Policy and Performance team members to establish a Statewide Gig Economy Workgroup with members representing local workforce development boards to provide input on this study. The Statewide Gig Economy Workgroup will continue to determine the needs of independent workers this month as a review of components of a Gig Toolkit for businesses, entrepreneurs and job seekers.

Finance Council Update

Chairman Doyle introduced Arnie Girnun to provide an update. Mr. Girnun stated that the board's Finance Council approved the annual budget. The board's Finance Council members have the additional duty to review and move forward recommendations for next year's budget to the full board for consideration.

The agenda packet outlines a budget proposal that aligns with the priorities of Governor DeSantis, and the responsibilities as a state workforce development board under the federal Workforce Innovation and Opportunity Act.

Mr. Girnun continued, stating Florida is experiencing the worst unemployment crisis in many decades. The CareerSource Florida network is working toward a swift economic recovery. The network and board will continue to:

- Advance industry sector strategies
- Expand apprenticeships
- Invest in training to support small businesses

- Strengthen the talent delivery system in rural areas
- Reward continuous improvement and high performance

Mr. Girnun introduced CareerSource Florida CFO & COO Andrew Collins to review the budget recommendations. A copy of Mr. Collins' presentation can be located [here](#).

ACTION ITEMS

Action Item 1 – Fiscal Year 2020-2021 CareerSource Florida Network Funding

Motion: Arnie Girnun

Second: Mike Myhre

Chairman Doyle opened the floor for board discussion followed by public comment. Hearing none, Chairman Doyle called for a vote. The motion passed unanimously.

Action Item 2 – Strategic Policy on State Board Roles and Responsibilities

Motion: Brittany Birken

Second: Tim Center

Chairman Doyle opened the floor for board discussion followed by public comment. Hearing none, Chairman Doyle called for a vote. The motion passed unanimously.

FEDERAL UPDATE AND BOARD DIALOGUE

Chairman Doyle introduced Assistant Secretary for the U.S. Department of Labor Employment and Training Administration John Pallasch and U.S. Department of Labor Acting Regional Administrator Winston Tompoe to the board.

Secretary Pallasch said the challenge the state faces due to the COVID-19 pandemic is trying to process reemployment assistance. The national workforce system is facing unprecedented times – 40 million individuals have filed for unemployment since the beginning of April. He encourages states to have conversations about state workforce development board governance. The state board is important to effectuate the Governor's vision and what he/she wants the workforce system to look like in their state. State and local boards need to listen to businesses to find out which sector strategies are important within the state. Secretary Pallasch stated his job at the federal level is to facilitate what happens at the local level and provide guidance to help the state and local boards best serve customers.

Chancellor Henry Mack asked if there was any insight into apprenticeships. Deputy Assistant Secretary Amy Simon said they are continuing to see interest and growth in apprenticeships and work-based learning.

Brittany Birken asked if there were any conversations happening at the federal level that address the low-income population and long-standing barriers specifically due to the pandemic. Deputy Assistant Secretary Amy Simon said there are conversations happening on how to support those communities.

DEPARTMENT OF ECONOMIC OPPORTUNITY REPORT

Ruth Dillard with the Florida Department of Economic Opportunity said the State Comprehensive Review by the U.S. Department of Labor has been suspended due to the COVID-19 pandemic.

The final Grantee/Subgrantee Agreements were distributed to the local workforce development boards on May 25, 2020, and are due back to the Department of Economic Opportunity on July 17, 2020.

PARTNERS UPDATE

Chairman Doyle invited Florida Workforce Development Association President Robin King to provide an update. Ms. King outlined some recent best practices of various local workforce development boards.

OPEN DISCUSSION/PUBLIC COMMENT

Chairman Doyle opened the floor for public comment. There were no comments.

CHAIRMAN'S CLOSING REMARKS

Chairman Doyle acknowledged CareerSource Escarosa CEO Sheryl Rehberg and her second retirement from the workforce system. Dr. Marcus McBride will be Ms. Rehberg's successor.

President Dennard announced that the President and CEO of CareerSource Broward, Mason Jackson, is also retiring. Chairman Doyle adjourned the 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

Michelle Dennard
Board Secretary

10-6-2020

Date