

Consent Item 1

Approved _____
Disapproved _____

Consent Item 1

DECEMBER 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 Dec. 3, 2020, Board Meeting Minutes, to include any modifications or changes noted by the board.

**DRAFT MINUTES
CAREERSOURCE FLORIDA
BOARD OF DIRECTORS MEETING
Dec. 3, 2021**

CALL TO ORDER

Strategic Policy and Performance Council Chair Brittany Birken called the meeting of the CareerSource Florida Board of Directors to order at approximately 2 p.m. ET on Dec. 3, 2020, by welcoming board members and partners to the meeting. Dr. Birken asked Lisa Cramer to call roll.

ROLL CALL/QUORUM

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

Jennifer O’Flannery Anderson	Cheryl Kirby
Brittany Birken	Rep. Chris Latvala
Tim Center	Chancellor Henry Mack
Duane De Freese	Jonathon Miller
Eric Hall*	Bryan Nelson
Robert Doyle	Samuel Robbin
Dane Eagle	Patsy Sanchez
Sophia Eccleston	Stephanie Smith
Bill Johnson	Emmanuel Tormes
Allison Kinney	

*Designee

Board members not in attendance were: Gov. Ron DeSantis, Holly Borgmann, Elli Hurst, Rick Matthews.

CHAIRMAN’S WELCOME & REMARKS

Dr. Birken gave the eight new board members the opportunity to introduce themselves. The new board members include Jennifer O’Flannery Anderson, Sophia Eccleston, Allison Kinney, Jonathon Miller, Samuel Robbin, Patsy Sanchez, Emmanuel Tormes and Holly Borgmann. Dr. Birken extended her gratitude to the past board members whose terms recently concluded after many years of exemplary service. Past board members include Board Chairman Kevin Doyle, Finance Council Chairman Arnie Girnun, Strategic Policy and Performance Council Vice Chair Rose Conry, Finance Council Vice Chair Elisha Gonzalez, Tony McGee, Alex Moseley, Senator Bill Montford and Todd Rebol.

Dr. Birken provided a recap from the last meeting in October and activities since then.

Dr. Birken stated President and CEO Michelle Dennard has participated in multiple presentations and discussions with business, education, workforce and economic development leaders on the workforce system’s role in supporting businesses and Floridians affected by the pandemic. Senior Vice President of Business and Workforce Development Andra Cornelius and her team have been leading presentations to support the continued expansion of apprenticeship opportunities in Florida and total talent solutions associated with business retention, expansion, or new-to-Florida job creation opportunities. Vice President of Strategic Policy and Performance Dan McGrew presented with education partners on entrepreneurship.

MISSION MOMENT

Each year, the Florida Department of Economic Opportunity and the CareerSource Florida network host Paychecks for Patriots career fairs to connect veterans and military family members with hundreds of employers throughout the state. The network embraced a creative solution this year to ensure these events allowed for safe, convenient access. Thanks to the board's investment, CareerSource Florida was able to provide a virtual career fair platform for the entire network to use. Steve Edwards and Michael Corbit provided a presentation on the success of this year's virtual Paychecks for Patriots events. A copy of the presentation can be accessed [here](#).

CONSENT ITEMS

Dr. Birken introduced the Consent Items:

Consent Item 1 – Consideration of October 2020 Board Meeting Minutes

Consent Item 2 – CareerSource Florida Administrative Policies

- a. Local Workforce Development Board Composition and Certification
- b. Job Seeker Registration, Application and Services
- c. Supportive Services and Needs-Related Payments

Motion: Jennifer O'Flannery Anderson

Second: Bryan Nelson

Dr. Birken opened the floor for discussion and corrections. Hearing none, Dr. Birken opened the floor for public comment. Hearing none, Dr. Birken called for a vote. The motion passed. None were opposed. President Dennard will sign and annotate the board's approval of the minutes for the official record.

ACTION ITEM

Dr. Birken invited CareerSource Florida Chief Operating and Financial Officer Andrew Collins to introduce the Action Item. Mr. Collins invited Michael Carter of Carr, Riggs and Ingram to provide an overview of the 2019-2020 CareerSource Florida Audit.

Action Item – Independent Auditors' Annual Report – Fiscal Year 2019-2020 by Carr, Riggs & Ingram, LLC

Motion: Jennifer O'Flannery Anderson

Second: Samuel Robbin

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

PRESIDENT'S REPORT

President Dennard started her report by talking about the launch of the CareerSource Florida [Help is Here](#) workforce outreach campaign. The campaign provided an immediate means by

which to connect job seekers and businesses to critical resources needed in the wake of the global pandemic.

In June, the CareerSource Florida Board of Directors approved \$750,000 in additional funding for work-based learning and apprenticeships. These funds are being used to establish Apprenticeship Navigators within the state workforce system, tasked with raising awareness about and facilitating apprenticeships with education, business and economic development partners.

The Apprentice Florida campaign, jointly managed by CareerSource Florida and the Florida Department of Education, continues to drive interested employers and other Floridians to the [Apprentice Florida website](#), connecting businesses and job seekers to information on apprenticeships.

Lockheed Martin and CareerSource Florida partnered to develop and refine a unique registered apprenticeship program that has reached significant milestones this year. Lockheed Martin's Ocala facility became home to the new pilot program with strong support from the local workforce development board, CareerSource Citrus Levy Marion.

Andra Cornelius co-hosted a webinar for education professionals across the state to ask direct questions about meaningful collaboration with the workforce system in expanding registered apprenticeship.

CareerSource Florida Vice President of External Affairs Adriane Grant participated in the Lumina Foundation State Policy Retreat where she shared Florida's focus with other states and learned best practices from counterparts in other areas.

CareerSource Florida hosted a Partners Council meeting. The meeting provided an opportunity for CareerSource Florida to meet with the chief executives of each local workforce development board to think about long-term strategic needs and goals. A few topics of considerable interest included:

- Service to youth populations
- Modernizing the approach to eligible training provider lists
- Considering new ways of assisting long-term unemployed Floridians

President Dennard concluded her report.

A LEADERSHIP DIALOGUE — RECOVERY, REIMAGINE AND RESILIENCE: SUPPORTING AN INCLUSIVE AND SUSTAINABLE ECONOMIC RECOVERY IN FLORIDA

The board then heard from several leaders who also are working to ensure an inclusive economic recovery and had the opportunity to ask questions and share insights.

Panelist and Secretary of the Florida Department of Children and Families Chad Poppell stated the agency has set an aggressive goal to reduce the number of families in crisis by 20% by the summer of 2021. The agency was on its way to reaching its goal until the COVID-19 pandemic hit and the DCF Team had to rethink their strategy. The agency is focused on helping families achieve self-sufficiency.

Executive Director of the Florida Department of Economic Opportunity Dane Eagle stated Florida has had six consecutive months of month-over-month job growth and has gained

private-sector jobs over the last month, lowering the unemployment rate. Priorities for the Department of Economic Opportunity are to:

- Continue to enhance the delivery of Reemployment Assistance
- Ensure disaster recovery funding is distributed timely to communities
- Work closely with Enterprise Florida to attract new businesses and expand existing businesses within Florida
- Help Floridians find gainful employment through partnership with CareerSource Florida

President and CEO of The Able Trust Tony Carvajal stated The Able Trust does its work in three primary strategic areas: a comprehensive grant award effort that helps community organizations with programs that provide people with disabilities employment training, coaching and placement; an extensive and successful youth program, which addresses the need to encourage high school youth with disabilities to plan for their education and employment future; and programs directed at providing workforce experiences for people with disabilities — internships, mentoring, job shadowing, part and full-time jobs.

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

PARTNERS UPDATE

Dr. Birken invited Florida Workforce Development Association Vice President and CareerSource Polk President and CEO Stacy Campbell-Domineck to provide an update on activities at local workforce development boards statewide. Ms. Campbell-Domineck provided an update, including the following highlights:

- In addition to reconfiguring career centers to promote physical distancing, several of the local workforce development boards, in partnership with local elected officials, have served as mask and personal protective equipment distributors within their communities to ensure safety while minimizing the burden of residents having to purchase masks when they are already financially stressed.
- Several local workforce development boards are still working diligently to serve as support to the reemployment assistance team at DEO by assisting customers with filing for benefits and claiming weeks.
- CareerSource Pinellas held its first Drive-up Career Fair, an event well received with five employers and over 30 job seekers attending.
- To support small businesses and community-based organizations facing financial impacts and potential layoffs from the COVID-19 pandemic, CareerSource South Florida established a COVID-19 Layoff Aversion Fund, providing grants to small businesses and community-based organizations experiencing economic distress. As of Nov. 23, 2020, 1,116 applications were received, requesting more than \$6.4 million dollars in assistance. A total of 13,116 employees were affected within the 1,116 businesses.
- To help promote enrollment in rapid credentialing programs available through Indian River and South Florida State Colleges, along with approval of the programs as appropriate, CareerSource Heartland entered into contracts with two Early Learning Coalitions to assist with funding for childcare for Workforce Innovation and Opportunity Act participants enrolled in training.

She also noted local workforce development boards sincerely appreciated the decision to launch CareerSource Florida's Help is Here campaign. This outreach campaign, along with new

