

Board of Directors Meeting Agenda

WEBINAR

FEB. 7, 2023 • 9 A.M. ET

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Audio Only: 850-629-7293, ID: 428 427 950#

Chair's Welcome and Remarks

Stephanie Smith

Consent Item

- December 15, 2022, Board Meeting Minutes

Introduction and Remarks

***Stephanie Smith
Adrienne Johnston***

Action Item

- Appointment of Governor's Recommendation for CareerSource Florida President and CEO

Open Discussion/Public Comment

Chair's Closing Remarks

Stephanie Smith

UPCOMING MEETINGS

Board Tour, CareerSource Capital Region – Feb. 21, Tallahassee

Board and Council Meetings – Feb. 22 - 23, 2023, Tallahassee

collaborate.
innovate.
lead.



Consent Item 1

Approved _____
Disapproved _____

Consent Item

DECEMBER 15, 2022, 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 December 15, 2022, Board Meeting Minutes, to include any modifications or changes noted by the board.**

**CareerSource Florida
Board of Directors Meeting Minutes
December 15, 2022**

I. CALL TO ORDER

Chair Stephanie Smith called the virtual meeting to order at 1:30 p.m. on December 15, 2022.

II. ROLL CALL

Lisa Cramer conducted a roll call. The following members were present:

Stephanie Smith, Chair
John Adams
Abe Alangadan
Jennifer O'Flannery Anderson
Mayor Erik Arroyo
Bayne Beecher
Holly Borgmann
Kiley Damone
Manny Diaz Jr./Henry Mack, designee
Robert Doyle
Dane Eagle/Adrienne Johnston, designee
Shevaun Harris
Bill Johnson
Allison Kinney
Joe Marino
Kevin McDonald
Brent McNeal
Mayor Bryan Nelson
Kevin O'Farrell
Commissioner Mel Ponder
Robert Salonen
Patsy Sanchez
Brian Sartain
Andrew Schmadeke
Les Sims
Meredith Stanfield
Rep. Dana Trabulsky

A quorum was present.

III. MISSION MOMENT – Hurricane Recovery

Chair Smith introduced President and CEO of CareerSource Southwest Florida Peg Elmore and President and CEO of CareerSource Flagler Volusia Robin King to provide an update on hurricane recovery efforts in their areas.

IV. CONSENT AGENDA

1. **September 12, 2022, Meeting Minutes**
2. **CareerSource Research Coast Request to Serve as One-Stop Operator**
3. **Workforce Innovation and Opportunity Act Local Workforce Development Board Two-Year Plan Modifications**

Chair Smith called for a vote to approve the Consent Agenda.

Motion: Erik Arroyo

Second: Jennifer O’Flannery Anderson

There was no discussion or members of the public wishing to comment on the Consent Agenda. The Consent Agenda passed unanimously.

V. ACTION ITEM

Independent Auditor’s Annual Report – Fiscal Year 2021-2022 by Carr, Riggs & Ingram, LLC

Beth Duncan provided the results of the audit report. There were no control, compliance, or internal control findings.

Chair Smith called for a vote to approve the Action Item.

Motion: Meredith Stanfield

Second: Erik Arroyo

There was no discussion or members of the public wishing to comment on the Action Item. The Action Item passed unanimously.

VI. ALIGNMENT EVALUATION INITIATIVE UPDATE

Amy Holloway and Chris Ward with Ernst and Young LLP (EY) updated the board on the Local Workforce Development Board Alignment Evaluation initiative.

The goals of the alignment are to:

- Eliminate multiple layers of administrative entities to improve coordination on the workforce development system.
- Establish consistent eligibility standards across the state to improve the accountability of workforce programs.
- Provide greater flexibility in the allocation of resources to maximize the funds directed to training and business services.

During phase one of the initiative, EY conducted background research and discovery, initial stakeholder engagement and state case studies. Phase two has consisted of

statewide data collection, research and analysis, continued stakeholder engagement and development of future state options.

In a series of in-person engagement sessions with local workforce development board leaders and their identified partners and other stakeholders, the project team asked attendees to prioritize key factors for alignment considerations. In summary, stakeholders present at the in-person engagement sessions prioritized the Florida college system areas, industry composition, commuting patterns, unemployment and labor force participation rates and metropolitan statistical areas.

EY will present the alignment options at the February CareerSource Florida Board meeting.

VII. DEPARTMENT OF ECONOMIC OPPORTUNITY REPORT

Adrienne Johnston, deputy secretary of the Division of Workforce Services at the Department of Economic Opportunity, stated the department continues to work through corrective action plans resulting from the compliance reviews for CareerSource North Central Florida and CareerSource South Florida. Four of the original 50 findings from the comprehensive review of CareerSource South Florida from 2020 remain unresolved, but Johnston said the board expects to resolve all the findings. The enhanced desk monitoring review of CareerSource North Central Florida shows three of the original 21 findings unresolved, but DEO and the board are finalizing plans to resolve all but one of the findings.

Johnston stated the FLWINS project has moved from the feasibility study to funding and is nearing the end of the initiation and planning phases. By the end of the year, the department expects to finalize a contract with a provider who will collect system requirements and also assist partners with change management and communications.

The law enforcement recruitment bonus program has approved bonuses to more than 800 newly employed officers who were hired and certified this fiscal year. The program's rule was also adopted and became effective Nov. 30.

The department has made significant strides to modernize the Reemployment Assistance claims and benefits information system. Several major software upgrades were implemented, and 20 federally mandated reports were developed, validated, and are now submitted directly to U.S. Department of Labor. Reemployment Assistance business processes have been evaluated and reengineered to increase efficiency.

VIII. PRESIDENT'S REPORT

President Dennard provided an update on the Florida Credentials Review Committee, the REACH Act Alignment Evaluation stakeholder engagement effort and CareerSource Florida events.

Florida Credentials Review Committee: The committee voted to approve a Framework of Quality for the state. The framework will be used to determine inclusion on a Master Credentials List for the state of Florida. The committee will work with the Department of Economic Opportunity and the Department of Education to evaluate new submissions as well as the existing Master Credentials List, and is preparing to submit a 2023 Master Credentials List for approval.

REACH Act Alignment Evaluation Stakeholder Engagement: Phase two has begun and more than 650 stakeholders have been engaged to date. Phase two has focused on conducting research, data and analysis. The next steps are to continue stakeholder engagement.

President Dennard updated the board on the CareerSource Florida team's attendance and participation in several partner events.

IX. LOCAL PARTNERS REPORT

Stacy Campbell-Domineck, president of the Florida Workforce Development Association and president and CEO of CareerSource Polk, presented an update on behalf of Florida's 24 local workforce development boards. Campbell-Domineck said the local workforce development boards have been very engaged in ensuring participation in all the sessions on board realignment and they are appreciative of the process for the development of the letter grades that were recently released.

X. OPEN DISCUSSION/PUBLIC COMMENT

Jennifer O'Flannery Anderson requested there be a virtual option for the February meeting.

Sophia Eccleston thanked the professional team for all their hard work.

XI. CHAIR'S CLOSING REMARKS

Chair Smith thanked everyone for the engagement and participation. To obtain the meeting presentation, please visit the CareerSource Florida website at [CareerSource Florida Boardroom](#).

XI. 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.

Board Secretary

Date

Approved _____
Disapproved _____

Action Item

APPOINTMENT OF GOVERNOR'S RECOMMENDATION FOR CAREERSOURCE FLORIDA INC. PRESIDENT AND CEO

CareerSource Florida Board Chair Stephanie Smith recommends the appointment of Adrienne Johnston to the position of president and CEO of CareerSource Florida Inc., the Governor's principal workforce policy and investment board. Johnston has been recommended for the position by the Executive Office of the Governor of the state of Florida and is highly qualified for this vital role to lead CareerSource Florida.

As deputy secretary for the Florida Department of Economic Opportunity Division of Workforce Services and chief economist for the department, Johnston is currently DEO's designee on the state board. She previously served as chief of the department's Bureau of Workforce Statistics and Economic Research. Johnston's biography is attached.

Pursuant to CareerSource Florida Bylaws and Section 445.004(4)(a), Florida Statutes, the board of directors is responsible for hiring the president and CEO. The president and CEO reports to the board of directors and serves at the pleasure of the Governor.

The action before the board is to consider the Governor's recommendation to hire Johnston as the president and CEO of CareerSource Florida. If that is the board's decision by a majority vote of the quorum, then the board should delegate to Johnston the authority reasonable and necessary to fulfill the duties of the office of CareerSource Florida Inc. president, executive director and secretary, pursuant to Section 445.004(4)(a), Florida Statutes.

Chair Smith has the authority to negotiate and execute an employment agreement with the new president as outlined in the Bylaws.

FOR CONSIDERATION

- **Approve the recommendation to hire Adrienne Johnston as the new president and CEO of CareerSource Florida.**
- **Delegate the reasonable and necessary authority to fulfill the duties of the office of president of CareerSource Florida Inc. to the president and CEO.**



RON DESANTIS
GOVERNOR

STATE OF FLORIDA

Office of the Governor

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January 19, 2023

Ms. Stephanie Smith
Board of Directors and Executive Committee Chair
CareerSource Florida

Dear Ms. Smith:

I am writing to recommend Adrienne Johnston, the Department of Economic Opportunity's Deputy Secretary for the Division of Workforce Services, to be the next President and Chief Executive Officer of CareerSource Florida.

Please take this important action at your next available opportunity to meet.

Thank you,

A handwritten signature in blue ink, appearing to read "James Uthmeier".

James Uthmeier
Chief of Staff to Governor Ron DeSantis

cc: Meredith Ivey, Department of Economic Opportunity Acting Secretary



Adrienne Johnston

Deputy Secretary, Florida Department of Economic Opportunity Division of Workforce Services

Adrienne Johnston serves as deputy secretary of Workforce Services and chief economist for the Department of Economic Opportunity. In her role, she emphasizes a data-driven approach to process improvement and policy development for reemployment assistance and workforce training services.

Previously, Johnston served as chief of the Bureau of Workforce Statistics and Economic Research. With extensive experience in labor market information, she led the Workforce Statistics and Economic Research team to deliver quality data analysis, informative data

visualizations and applied research to better serve the agency and stakeholders across the state. During her tenure in the bureau, Johnston expanded the role of Workforce Statistics and Economic Research to provide effective analytics for the entire agency.

Prior to joining DEO in 2015, Johnston served as project manager for Evergreen Solutions, at which she analyzed local labor markets and developed custom compensation and benefits plans for community colleges and local government organizations. Previously, she served as labor market research director for Brandt Information Services, expanding the service portfolio of the unit beyond data collection to include data visualization tools, survey design and data analysis.

Johnston holds a master's degree from Florida State University. She lives in Tallahassee with her husband, two hound dogs and brand-new baby girl.