Board of Directors Meeting

December 11, 2024



Welcome and Remarks



Stephanie Smith

Chair

FOR PUBLIC COMMENT:

Please email Madison Frazee at <u>mfrazee@careersourceflorida.com</u> and wait to be recognized by the Chair.



Consent Agenda

For Consideration:

- 1. Approval of September 11, 2024, Board of Directors Meeting Minutes, to include any modifications or changes noted by the board.
- 2. Approval of the October 22, 2024, Executive Committee Meeting Minutes, to include any modifications or changes noted by the board.
- 3. Sunset CareerSource Florida Strategic Policy 2000.06.21.A.1 Incumbent Worker Training Program.
- Sunset CareerSource Florida CareerSource Florida Strategic Policy 2000.08.15.8D – Certification of Local Workforce Development Areas and Local Workforce Development Boards.
- 5. Sunset CareerSource Florida CareerSource Florida Strategic Policy 2020.02.20.A.1 Board Governance and Leadership.
- 6. Approve delivery to the Florida State Board of Education of the updated 2024-2025 Master Credentials List.



President's Report

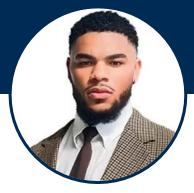


Adrienne Johnston

President and CEO, CareerSource Florida

New Team Members





Victoria Gaitanis

Vice President Workforce Program Development

Jordan Wilson

Communications Manager



- Steady unemployment rate of 3.3%, lower than the national average for four consecutive years.
- 163,992+ new businesses formed in 2024, more than any other state.
- Emerging Industries: Manufacturing, Semiconductors, Broadband, Healthcare, Information Technology, and Aviation and Aerospace.
- By 2030, Florida is expected to grow from 23 million to 26 million in population, requiring over 1 million net new jobs to accommodate the expected population growth.



2023-2024 Annual Report



- Available on CareerSourceFlorida.com > About Us > Reports & Publications
- 63,417 job seekers served, now employed
- 75,976 businesses served, an increase of 49.7% year-over-year
- 3,997 military veterans assisted, now employed
- 15,148 individuals who received training services



- Advancing Florida's Workforce System. Three components:
 - Ongoing support for newly consolidated boards
 - Ongoing system-wide improvements
 - o Regional Planning
- Requests for Proposals:
 - Master Credentials List
 - o Digital Literacy
- Purple Star Designation
- Legislative Update



- 3,660+ job seekers, 900+ veterans, and 621 employers
- 71 confirmed job offers
- Showcase how the Paychecks for Patriots events not only connect veterans to employers, but also offer them guidance in navigating life's challenges through our Hope Florida Navigators











From the Field Highlights



Upcoming Meetings:

- Board of Directors Information Meeting
 - January 15th 10:00 a.m. 11:00 a.m., Virtual
- Joint Council Meeting
 - February 19th, 10:00 a.m. 12:00 p.m., *Tallahassee*
 - Residence Inn by Marriott Tallahassee Universities at the Capitol
- Board of Directors Meeting
 - February 20th, 9:00 a.m. 12:00 p.m., *Tallahassee*
 - Residence Inn by Marriott Tallahassee Universities at the Capitol



Finance Council Meeting Report



Kevin McDonald

Chair

Strategic Policy and Performance Council Meeting Report



Sophia Eccleston

Chair

Action Items 1-3



Adam Briggs

Senior Director, CareerSource Florida

Workforce Policy 091 – Local Workforce Development Board Composition and Certification

For Consideration:

 Approve revised Workforce Policy 091 – Local Workforce Development Board Composition and Certification.



Workforce Policy 110 – Local Workforce Development Area and Board Governance

For Consideration:

 Approve revisions to CareerSource Florida Workforce Policy 110 – Local Workforce Development Board Area and Board Governance.



Workforce Policy – CareerSource Florida Ethics and Transparency

For Consideration:

 Approve revisions to CareerSource Florida Workforce Policy – Ethics and Transparency.





Karmyn Hill

Bureau Chief, One-Stop and Program Support, FloridaCommerce

WIOA Local Plans

For Consideration:

• Approve the WIOA local and regional plans for the following local workforce development boards:

CareerSource Escarosa CareerSource Okaloosa Walton CareerSource Chipola CareerSource Gulf Coast CareerSource North Florida CareerSource Northeast Florida CareerSource Citrus Marion Levy CareerSource Suncoast CareerSource Broward CareerSource South Florida CareerSource Southwest Florida CareerSource Brevard Flagler Volusia CareerSource Hillsborough Pinellas

WIOA Local Plans

For Consideration:

 Conditionally approve the WIOA local and regional plans for the following local workforce development boards, contingent on receipt of any additional information or approval signatures required, through February 28, 2025.

CareerSource Capital Region CareerSource Central Florida CareerSource Pasco Hernando CareerSource Polk CareerSource Heartland CareerSource Research Coast CareerSource Palm Beach County CareerSource North Central Florida





Jason McCandless

Chief Operations Officer

Acceptance of CareerSource Florida 2023-2024 Annual Audit

For Consideration:

 Acceptance of the annual financial audit for the fiscal year ending June 30, 2024, conducted and prepared by Carr, Riggs & Ingram, LLC.





Brent McNeal

Senior Attorney

CareerSource Florida Bylaws

For Consideration:

• Approve Amended Bylaws of CareerSource Florida, Inc.



Sunshine Law Ethics and Open Government



Brent McNeal

Senior Attorney



Chapter 112, Part III, Florida Statutes

- Applicable to "Public Officers" includes "any person elected or appointed to hold office in any agency, including any person serving on an advisory body." § 112.313(1), Fla. Stat.
- Includes:
 - Standards of Conduct
 - Financial Reporting
 - Gift Law and Lobbying Expenditure Ban



Standards of Conduct topics include:

- Solicitation or Acceptance of Gifts
- Unauthorized Compensation
- Misuse of Public Position
- Disclosure or Use of Certain Information



Solicitation or Acceptance of Gifts

- A board member may not solicit or accept anything of value based upon any understanding that any official action by the board member would be influenced by the gift.
- A board member may not solicit any gift from a vendor, lobbyist, or lobbyist's principal.
- A board member or a person on their behalf may not accept a gift valued over \$100 from a vendor, lobbyist, or lobbyist's principal.



Unauthorized Compensation

• A board member or their spouse or minor child may not accept any compensation, payment, or thing of value when they know or should know that it was given to influence a vote or other action.



Disclosure or Use of Certain Information

• A board member may not disclose or use information not available to the general public and gained by reason of their official position for their personal gain or benefit.



Standards of Conduct

 Chapter 112 also includes prohibitions on doing business with one's "agency" and conflicting contractual relationships, but these may be waived upon disclosure and board vote.



Financial Reporting

- Board members must file disclosure of financial interests under section 112.3145. § 445.004(4)(g), Fla. Stat.
- Must be filed electronically with the Commission on Ethics no later than July 1 each year.
- Grace period is in effect until September 1, after which automatic fine of \$25/day will begin to accrue, up to \$1,500.



Article I, Section 24. Access to public records and meetings

- Every person has the right to inspect or copy any public record made in connection with the official business of any public body of the state, except with respect to confidential or exempt records.
- All meetings of any collegial public body at which public business is to be discussed shall be open and noticed to the public.



- The Sunshine Law provides a right of access to the decisionmaking process of public boards and commissions. § 286.011, Fla. Stat.
- It expressly applies to CareerSource Florida. § 445.004(1), Fla. Stat.



Three basic requirements:

- Meetings must be open to the public;
- Reasonable notice of such meetings must be given; and
- Minutes of the meetings must be taken and promptly recorded.



What is a meeting?

- *Any gathering*, formal or informal, of *two or more members* of the same board or commission where the members deal with some matter on which *foreseeable* action will be taken by the board.
- Includes email, text messages, phone, informal conversations.
- Prohibited: Use of other individuals/staff to act as liaisons or to conduct a de facto meeting of board members.



Open to the public means. . .

- Accessible meeting locations large enough to accommodate all those who wish to attend.
- No inaudible discussion among board members.
- Opportunity for public comment before the board takes official action.
- Board may maintain orderly conduct but may not ban nondisruptive recording devices.



Notice and Minutes

- "Reasonable notice" of meetings is required.
- At least 7 days prior to meeting, except for emergency or special meetings.
 - Should include time and place and, if available, an agenda.
- Minutes must be promptly recorded and open to public inspection.
- Verbatim transcript is not required; brief summary reflecting events is sufficient.



Voting

- A member who is present at a meeting **may not abstain** from voting and a vote shall be recorded for each member present, *unless* there is a possible conflict of interest.
- Voting conflicts and disclosure of those conflicts are addressed in section 112.3143.
- Questions may be referred to the Florida Commission on Ethics. See <u>https://ethics.state.fl.us/</u>.



Remedies and Penalties

- Civil actions for injunctive or declaratory relief.
- Criminal penalties.
- Noncriminal infraction.
- Suspension or removal from office.
- Official action taken in violation of law is void.



Public Records

- Chapter 119, Florida Statutes, provides a right of access to the records of state and local governments as well as to private entities acting on their behalf.
- If a record meets the broad definition of "public record," it must be disclosed upon request unless there is a statutory exemption.



Public Records

- Defined as "all documents, papers, letters, maps, books, tapes, photographs, films, sound recordings, data processing software, or other material . . . made or received pursuant to law or ordinance or in connection with official business. . . . "
- Florida Supreme Court: all materials made or received by an agency in connection with official business which are used to *perpetuate, communicate or formalize knowledge*.



What to do if you receive a public records request for CSF materials:

- Share with Keri Nucatola, VP of External Affairs & Strategic Initiatives.
- A CSF team member will contact the requester.
- CSF will promptly provide responsive records; may charge statutory fee if response requires extensive time/resources to fulfill.
- Confidential/exempt information will be withheld or redacted.



Remedies and Penalties

- Civil action to enforce the law.
- Criminal penalties for knowing violation.
- Suspension/removal.
- Noncriminal infraction \$500 fine.



Additional Resources

- Government in the Sunshine Manual, available at <u>www.myfloridalegal.com</u>.
- <u>ethics.state.fl.us/Training/Training.aspx</u>

Advancing Florida's Workforce System

December 2024 Board of Directors Meeting



INTRODUCTION

Agenda

- 1. Overview
- 2. New and Aligned Boards
- 3. Continuous Workforce System Improvements
- 4. Regional Planning
- 5. Next steps

Presenter:



Garrick Wright

Executive Program Director CareerSource Florida



ADVANCING FLORIDA'S WORKFORCE SYSTEM OVERVIEW CareerSource Florida continues to remain focused on achieving better outcomes for businesses and job seekers by actively seeking opportunities to improve effectiveness and increase efficiencies.

New and Aligned Board Engagement

Support the continued transitional activities and progress for new and aligned boards.

Systemwide Improvements (SWIs)

Conduct analyses to identify best practices and implement change management efforts.

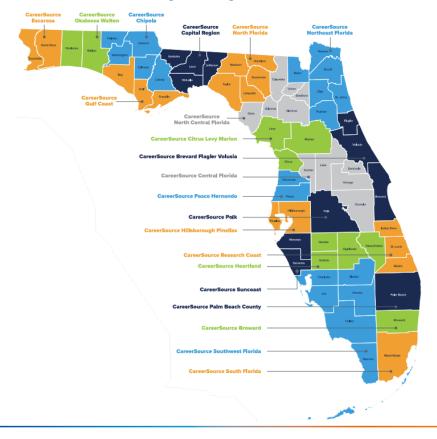
Regional Planning Support

Provide guidance assistance on regional planning activities.



NEW AND ALIGNED BOARDS

New and aligned boards continue to make progress on operational and governance efforts as well as communicating change to their communities and partners.



New Boards

- CareerSource Brevard Flagler Volusia
- CareerSource Hillsborough Pinellas
- CareerSource North Central Florida

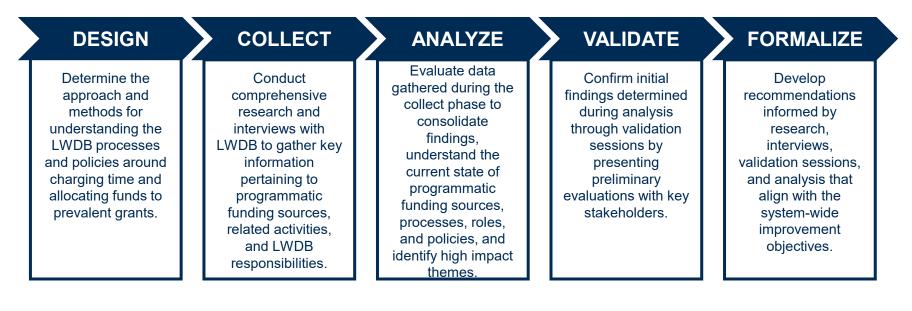
Aligned Boards

- CareerSource Capital Region (realigned Jefferson County)
- CareerSource Southwest Florida (realigned Monroe County)



CONTINUOUS WORKFORCE SYSTEM IMPROVEMENTS

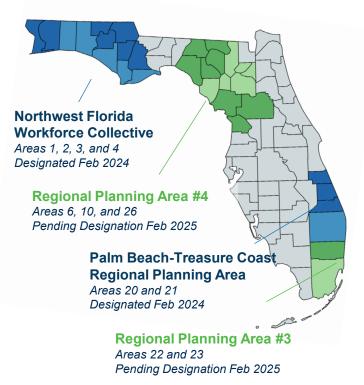
As part of CareerSource Florida's ongoing commitment to continuous improvement, CareerSource Florida launched a Programmatic Funding Sources Analysis to understand processes, best practices, and insights for charging customer support activities to core workforce programs.





REGIONAL PLANNING

Regional planning activities will continue through FY25 as regional plans and designation requests are submitted by regional planning areas (RPAs).



Upcoming FY25 Milestones

Date	Activity	Regional Planning Area (RPA)
October 2024	Submit Regional Plan	Northwest Florida Workforce Collective Palm Beach-Treasure Coast RPA
November 2024	Submit Letters of Intent	Remaining local areas
February 2025	Submit Designation Request	RPA #3: CS Broward & CS South Florida RPA #4: CS North Florida, CS Citrus Levy Marion, CS North Central Florida
June 2025	Submit Designation Request	Remaining local areas



REGIONAL PLANNING – LETTERS OF INTENT

Three groups of local workforce development boards have submitted letters of intent to CareerSource Florida to affirm their intention of partnering and forming together as a regional planning area.

Board of Directors should expect to receive and review their designation requests in June 2025.

CareerSource Hillsborough Pinellas CareerSource Pasco Hernando CareerSource Polk CareerSource Suncoast	CareerSource Brevard Flagler Volusia CareerSource Central Florida	CareerSource Heartland CareerSource Southwest Florida
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NEXT STEPS

- Finalize new board check-ins and Transition Council to ensure progress and provide support.
- Finalize Programmatic Funding Sources Analysis recommendations and next steps on charging customer support activities to workforce grant programs.
- Prepare for submission of regional planning designation requests in February and June.



THANK YOU!

QUESTIONS AND ANSWERS



FloridaCommerce Report



J. Alex Kelly

Secretary, FloridaCommerce

Broadband Update

State Grant Program – Fully Awarded

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Federal Grant Programs – Fully Awarded

□ Capital Projects Fund Program:

- □ Broadband Infrastructure Program \$249 million awarded for 74 grants in 48 counties
- Multi-Purpose Community Facilities Program (workforce, health, digital literacy) \$87 million for 29 grants in 17 counties
- Digital Connectivity Technology Program \$11 million for 15 grants in 24 counties

□ Many of the recipients mirrored the Multi-Purpose Community Facilities grants

Federal Grant Programs – New; Grant Competitions in 2025

- Digital Capacity Grant Program \$70 million awarded to Florida (\$40 million in-hand), with the intent to have competitive grant application window in Spring 2025
- BEAD Program \$1.16 billion awarded to Florida, with the intent for competitive grant application windows in Spring 2025 and Summer 2025
 - □ Infrastructure \$900 million (\$200 million prioritized for Seminole and Miccosukee Tribes)
 - Workforce \$110 million
 - □ Digital Literacy and Cybersecurity \$30 million

Underlined Red Text indicates: Proactively targeted/ing participation of state colleges, technical colleges, and local workforce boards

Broadband Update Fiber Technician Training Plan



INDUSTRY CERTIFICATIONS

CompTIA Network+ Fiber Optics Association's Fiber Optics Installer (FOI) Fiber Optics Association's Fiber Optics Technician (FOT) CAREER TECHNICAL CERTIFICATE

Telecommunication and Fiber Optic Technician



COLLEGE CREDIT CERTIFICATES

Cable installation Network Communications (WAN/LAN) Wireless Communications

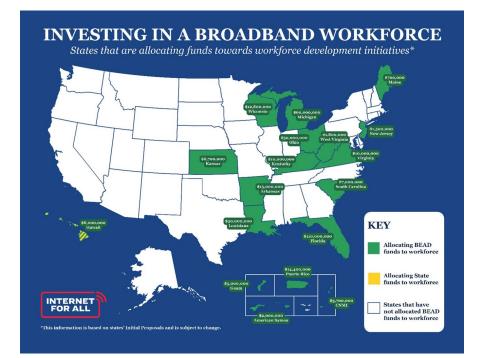


ASSOCIATE IN SCIENCE DEGREE

Telecommunications Engineering Technology



Broadband Update States w/ a BEAD Workforce Plan





Post Disaster Business Recovery Response

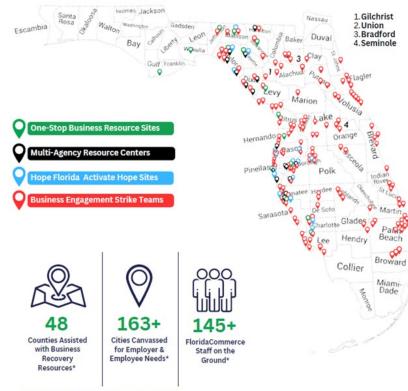
- \$83 million approved 2,100 of Florida's small businesses impacted by Hurricanes Debby, Helene, and Milton through the Florida Small Business Emergency Bridge Loan program:
 - Debby: 117 approved for \$4,788,500
 - □ Helene: 634 approved for \$25,266,400
 - □Milton: 1,344 approved for \$51,805,582

Disaster Unemployment Assistance (DUA) – 13,141 claims submitted:
Debby: 1,156
Helene: 6,439
Milton: 5,546



Post Disaster Business Recovery Response

Highlighting FloridaCommerce's disaster recovery response following Hurricanes Debby, Helene and Milton -- partnering with state agencies and economic development groups to connect impacted employers and employees with Business Recovery Resources.



* Following Hurricanes Debby, Helene and Milton

Following Hurricanes Debby (D), Helene (H) and Milton (M). FloridaCommerce rapidly deployed business recovery resources to impacted communities to engage in person with employers and employees and offer help through programs like the Florida

Small Business Emergency Bridge Loan and Disaster Unemployment Assistance.

Pasco County One-Stop Business Besource Sites Zephyrhills (M) Holiday (H) Charlotte County New Port Richey (H) Port Charlotte (H Port Charlotte (M) **Pinellas County** Largo (M) Pinellas Park (M) **Citrus County** Crystal River (M)

Franklin County

Apalachicola (H)

Spring Hill (H)

Monticello (H)

Lafayette County

Tampa (H)

Mayo (H)

Lee County

Ft. Myers (H)

Levy County

Chiefland (M)

Madison (H)

Madison County

Pinellas County

Sarasota County

Sarasota (M) (H)

Live Oak (D)

Taylor County

Wakulla County

Crawfordville (H)

Hope Florida Activate Hope Sites

Perry (H) (D)

Suwannee County

Clearwater (H)

Hernando County

Polk County Lakeland (M) Sarasota County Sarasota (M)

Taylor County Hillsborough County Perry (D) Perry (H) Steinhatchee (M) Jefferson County

Multi-Agency Besource Centers

Dixie County Horseshoe Beach (H) Old Town (M) Suwannee (H)

Hamilton County Jasper (H)

Hillsborough County Plant City (M) Ruskin (M) Tampa/Barksdale (M) Town 'N' Country (M)

Lafayette County Mayo (D Mayo (M)

Manatee County Lakewood Ranch (D)

Pinellas County Largo (M) St. Petersburg (M)

Hudson (M)

Charlotte County Port Charlotte (M)

Hillsborough County Plant City (M) Temple Terrace (M)

Lafayette County Mayo (H)

Lee County Ft. Myers (M)

Madison County Madison (H)

Manatee County Bradenton (H Bradenton (M)

FLORIDAC®MMERCE

Brevard County Cape Canaveral (M) Cocoa (M) Cocoa Beach (M) Titusville (M)

Lake County

Claremont (M)

Groveland (M)

Yalaha (M)

Lee County

Captiva (M)

Ft. Myers (M)

Pine Island (M)

Estero (M)

Sanibel (M)

Levy County

Cedar Key (M)

Chiefland (M)

Inglis (M)

Cedar Island (H)

Yankeetown (M)

Madison County

Manatee County

Bradenton (D)

Bradenton (M)

Anna Maria Island (M)

Bradenton Beach (M)

Holmes Beach (M)

Longboat Key (M)

Marion County

Martin County

Hobe Sound (M)

Port Salerno (M)

Okeechobee (M)

Orange County

Winter Park (M)

Osceola County

Palm Beach County

Kissimmee (M)

St. Cloud (M)

Aventir (M)

Jupiter (M)

Pahokee (M)

Wellington (M) West Lake (M)

Pasco County

Dade City (M) Holiday (M)

Hudson (M)

Odessa (M)

Port Richey (M)

Lutz (M) Land O'Lakes (M)

Belle Glade (M)

Canal Point (M)

Juno Beach (M)

Loxahatchee (M)

Palm Beach Gardens (M)

Rural Palm Beach (M)

New Port Richey (M)

Apopka (M)

Okeechobee County

Dunellon (M)

Ocala (M)

Stuart (M)

Lakewood Ranch (D)

Lakewood Ranch (M)

Greenville (D)

Greenville (H)

Madison (D)

Madison (H)

Boca Grande (M)

Bonita Springs (M) Cape Coral (M)

Broward County Coral Springs (M) Parkland (M) Weston (M)

Charlotte County Manasota Key (M) Port Charlotte (M) Punta Gorda (M)

Citrus County Crystal River (M) Floral City (M) Homosassa (M) Inverness (M)

Clay County Keystone Heights (M) **Columbia County**

Mikesville (M) **DeSoto County**

Arcadia (M) **Dixie County** Horseshoe Beach (H)

Old Town (H) Suwanee City (H)

Flagler County Bunnell (M) lagler Beach (M) Palm Coast (M)

Gilchrest County Trenton (M)

Glades County Moore Haven (M) Hamilton County

Jasper (H) Hardee County Wauchula (M)

Zolfo Springs (M) Hendry County Clewiston (M)

Hernando County Aripeka (M)

Brooksville (M) Hernando Beach (M) Nobleton (M) Springhill (M)

Highlands County Avon Park (M) Lake Placid (M)

Brandon (M) Channelside (M)

Jefferson County Monticello (D) Monticello (H)

Pinellas County Dunedin (M) Oldsmar (M Ozona (M) Palm Harbor (M) Tarpon Springs (M)

Polk County Auberndale (M) Bartow (M) Lakeland (M) Mulberry (M Polk City (M) Winter Haven (M)

Putnam County Crescent City (M) Palatka (M) Welaka (M)

Sarasota County

Englewood (M. Sarasota (D) Sarasota (H Sarasota (M Siesta Key (D) siesta Key (H) Siesta Key (M) Lido Key (M) Longboat Key (H) Longboat Key (M) Venice (M)

Seminole County Altamonte Springs (M) Lake Mary (M)

St. Johns County St. Augustine (M)

St. Lucie County Fort Pierce (M) Lakewood Park (M)

Port St. Lucie (M) Sumter County

Bushnell (M) Coleman (M) Lake Panasoffkee (M) Sumterville (M) Webster (M) Wildwood (M)

Suwannee County Branford (H) Live Oak (D) Live Oak (H)

> **Taylor County** Dekle Beach (H Keaton Beach (H) Perry (D) Perry (H) Spring Warrior (H) Steinhatchee (H)

Union County Lake Butler (M) Providence Village (M)

Volusia County Daytona (M) Daytona Beach Shores (M) De Leon Springs (M) Holly Hill (M) New Smyrna Beach (M) Ormond Beach (M) Pierson (M) South Daytona (M)



Sarasota County Sarasota (D) **Taylor County** Keaton Beach (H) Perry (D) Steinhatchee (H Steinhatchee (M) Business Engage Strike Teams

Alachua County Alachua (M) High Springs (M) Newberry (M)

Starke (M)

Bradford County

Hillsborough County

Pasco County Sebring (M)

Ybor City (M)

Plant City (M) Rivercrest (M) Riverview (M) Ruskin (M)

Seven Springs (M) Zephyrhills (M)

Pelican Island (M)

Indian River County

www.floridadisaster.biz





Ongoing Investments

- \$20 million awarded for 17 infrastructure projects through the Rural Infrastructure Fund in Dixie (2), Hardee (2), Highlands, Holmes, Jackson (3), Levy, Madison, Okeechobee, Suwannee, Taylor, Wakulla, Washington (2) counties.
- Awarded \$2.1 million to 11 projects through the Defense Reinvestment Grant Program in Okaloosa, Bay (2), Orange, Brevard, Escambia, Santa Rosa, Clay, Hillsborough, Miami-Dade and Pinellas counties.
 Working with partners to build out 2-3 more proactive projects regarding existing military workforce, military defense startups, and military defense small business supports.
- Awarded 300 new Law Enforcement Recruitment Bonus checks, reaching 6,400 total bonuses, to date; and with more than 1,560 law enforcement officers from 49 other states and two territories relocated to Florida, and the program distributing more than \$43.3 million.
- Soon to award \$7.0 million to 8 projects through the Defense Infrastructure Grant program.
- Soon to award \$15.0 million to Small Cities CDBG grant awards on a rolling basis, and thereafter will be launching a second grant application window, with approximately \$35.0 million remaining, with a focus on recovery from Debby, Helene and Milton.



Italy Trade Mission

Governor led mission

85 Florida delegates, including FloridaCommerce, DOT, Space Florida, AHCA, DOS, 5 Ports, 5 Hospitals, 6 Universities

Met with 310+ Italian companies in Rome, Viareggio, Florence, Milan, Turin, Maranello and Bologna, including:

Leonardo, Fincantieri, MSC, Pininfarina, Sanlorenzo, Benetti, Overmarine, Ferrari

Highlights:

SelectFlorida will establish an Italy office

□ MOU: ERAU, and Sapienza Universita di Roma

□ MOU: FIU, Insightec, and Neurological Instituto Besta

□ MOU: USF, Tampa General, and MMI, Inc.

□New Direct Shipping Connection from Italy: MSC and JAXPORT

□ Multiple reciprocal visits from Italian companies in planning



FL WINS: PROGRAM UPDATE

□ FL WINS is an innovative, consumer-first workforce development system that seeks to provide Floridians improved access to workforce programs and services through interoperable systems and shared integrated data. *Florida Statute 445.001*- Consumer-First Workforce System







Consumer First

No Wrong Door Integrated Data







Local Partners Report



Marcus McBride, Ph.D.

President, Florida Workforce Development Association CEO, CareerSource Escarosa

OPEN DISCUSSION AND PUBLIC COMMENT



Closing Remarks



Stephanie Smith

Chair