

CareerSource Escarosa

BOARD OF DIRECTORS MEETING JANUARY 16, 2020 MINUTES

Members Present: Kathaleen Cole (Vice Chair), Tawana Gilbert, Michael Johnson, Michael Listau, and Lloyd Reshard

Members Participating via Teleconference: Michelle Kaufman and Charlin Knight

Members Not Present: Steve Rhodes (Chair), Dana Mullins (Secretary/Treasurer), Tina Stewart (Member at Large), Russell Branch, Russell Green, and Anna Weaver

Others Present: Eric Flora, Naeemah T. Frazier, Belinda Todd, Sheryl Rehberg, and Janay Sims – CareerSource Escarosa

Vice Chair Kathaleen Cole called the meeting to order at 3:30 p.m. at the Pensacola Career Center (3670 N. L Street, Pensacola, FL 32505). She confirmed the attendance of those participating in the meeting.

CALL FOR PUBLIC COMMENT

No public comments were noted.

READING OF PUBLIC DISCLOSURES

No public disclosures were noted.

MISSION MOMENT

Belinda Todd, Manager – CSE Business Services, presented a powerpoint presentation on the services and activities of the business services department. Services included job fairs, recruitment events, On-the-Job Training (OJT) and Employed Worker Training (EWT), and business collaborative services.

CONSENT AGENDA

MINUTES: NOVEMBER 21, 2019

The minutes were made available to the board for review.

Action Taken: Motion by Michael Johnson and seconded by Lloyd Reshard to approve the November 21, 2019 Board of Directors meeting minutes. Motion carried.

ITEMS FOR CONSIDERATION

FINANCIAL EXPENDITURES REPORT – NOVEMBER 30, 2019

The financial expenditure report for November 30, 2019 was made available to the Board.

Naeemah Frazier, CSE Chief Finance Officer, report on the financial expenditures for November 30, 2019. The report reflects being at 41.7% of the year and expenditures at 41.2%. The variance on the expenditure summary report are over 20% and are reflective of: 1) the need for the 2019 WIOA Dislocated Worker funds

to be expended before using the 2020 funds. The 2019 Dislocated Worker funds are being used for dislocated worker activities and to support the WIOA Adult program, as the 2019 adult program funds have been depleted; 2) the support of the Wagner Peyser Incentive funds to support the down payment on the new office furniture at the Eastgate location; and 3) Veterans/LVER funds being released in small portions and expenditure of those funds as they are released.

Ms. Frazier also reported the administrative and indirect rates are within what is allowed, 8.4% (10%) and 11.51% (12.33%), respectively.

Action Taken: Motion by Lloyd Reshard and seconded by Michael Johnson to approve the financial expenditures report for November 30, 2019. Motion carried.

CSE REGIONAL 4-YEAR PLAN

CSE's Regional 4-Year Plan was made available to the Board.

A Request for Public Comment on the 4-Year Plan was issued from December 5, 2019. The comment period was for 30 days, ending January 6, 2020. No public comments were received. Questions and comments were welcomed from the Board.

Mrs. Rehberg noted the format of the plan is without change from the last modification two years ago, but it has been simplified as far as submission – submission online. The plan must go through approval from the CSE Board and the Boards of County Commissioners. All approvals are expected in early March. It is felt that the plan is in order and in line with federal and state requirements, as well as in compliance with the laws, rules and regulations. It mostly deals with how we fulfill the laws by the rules and regulations set by USDOL and the State of Florida. She gave a brief description of what is in the plan. After DEO and CSF review and approval, the plan will be submitted to the Governor. Approval of all workforce plans are expected in May from the state workforce board. Inquiry was made as to every area's plan being different. It was noted that every plan fits each local area, they have the same format and questions to answer, and many have different methods of service delivery. The outline for the plan is the same regarding standards and compliance. Each area may have a different governance policy, and the industry sectors may be different as well.

It was noted the plan can be subject to modification.

Action Taken: Motion by Michael Johnson and seconded by Tawana Gilbert to Approve CSE's Regional 4-Year Plan. Motion carried.

TRIUMPH GULF COAST PRE-APPLICATION

Local Workforce Delivery Area 1 and CSE is jointly pursuing a grant for workforce funds from Triumph Gulf Coast (BP oil spill dollars). The process includes submission of a pre-application. If accepted an invitation to submit a full application will be in order. The grant funds will support expansion to what WIOA funds will not support due to income eligibility and other factors; prior incarcerated individuals with training and recovery of talents; and exiting military personnel with training and placement prior to their exit; reinforcement of the Military Family Program; and assistance with obtaining certifications for individuals with higher learning educations. The CSE Board will be informed of submission of the pre-application.

UPDATE ON RELOCATION OF THE PENSACOLA CAREER CENTER

Mrs. Rehberg informed of the walk-through at the Eastgate facility this week. Completion of construction is expected at the end of February. The furniture for the facility is in a local warehouse and is expected to be placed in the facility in March. IT infrastructure is complete and sound masking will be installed.

CHIEF EXECUTIVE OFFICER'S REPORT

The Chief Executive Officer's report was made available to the Board

Additions to the report includes:

- Resignation of Board Member Kristine Rushing who is with Beck Partners and represents business on the CSE Board. Michelle Kaufman's term is set to expire this year. She will not seek reappointment due to a duty change, from HR to lending, at Navy Federal. Her representation on the board is business. A recommendation for replacement within Navy Federal is in order from Mrs. Kaufman.
- Mrs. Rehberg has been invited to present an overview of the S.O.A.R. Pilot Program next month at the State Board meeting. Current SOAR funding has been extended to March 31, 2020. The June extension has been approved but is awaiting approval from the Governor's office.
- No award has been received for the Apprenticeship Expansion grant yet.
- Legislation has proposed SB 1244, a bill that will impact the state workforce board and the DEO on how decisions are going to flow at the state level. The bill will be on the agenda for Senate Commerce and Tourism on January 21, 2020. There's also a house matching bill. The FWDA has engaged Pinpoint Solutions, a consulting firm in Tallahassee, FL on their behalf. Updates from Pinpoint Solutions to FWDA will be relayed as they become available. The Early Learning Education System Bill will impact design and govern where the ELC will sit within the Department of Education.
- Board membership development includes the loss of CSE's one labor representative – two representatives are required on the board. Mrs. Rehberg noted communicating with the Communication Workers of America Local Chapter regarding representation on the CSE Board. With the workers being hourly wage workers, not management level, makes it difficult to comply with workforce law. She is scheduled to meet with the local chapter of the AFL-CIO next week. There is interest in serving on the board from the chapter as well as interest at I.B.E.W.
- The Century lease agreement with CSE has not been signed but is in progress for signature. Transition from the Century career center current location to Century City Hall is complete. Internet service will be available on tomorrow.

There being no further business, the meeting adjourned at 4:20 p.m.



Kathaleen Cole, Vice Chair
for Dana Mullins, Secretary/Treasurer
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