

CareerSource Escarosa

BOARD OF DIRECTORS JUNE 1, 2022 MINUTES

Members Participating In-Person: Kathaleen Cole (Chair), Lloyd Reshard (Secretary/Treasurer), Steve Rhodes (Immediate Past Chair), Tawana Gilbert, Shannon Ogletree, Michele Kelson, Steven Harrell, Michael Listau, and Jeffrey Hondorp

Members Participating via virtual/teleconference: Scott Luth (Vice Chair), Douglas Brown, Anthony Eman and Dianne Hatke

Members Not Participating: Laura Hessler

Others Participating: Andrew Merchel (DEO)/CSE, Dr. Marcus McBride, Bill Barron, and Janay Sims – CareerSource Escarosa

Kathaleen Cole, Chair, called the meeting to order at 3:30 p.m. at the Pensacola Career Center (6913 N. 9th Avenue, Pensacola, FL 32504). Ms. Cole called the roll to confirm members participating in the meeting.

CALL FOR PUBLIC COMMENT

No public comments were noted.

READING OF PUBLIC DISCLOSURES

No public disclosures were noted.

APPROVAL OF AGENDA

The agenda was reviewed by the Board.

Action Taken: Motion by Steven Harrell and seconded by Steve Rhodes to approve the agenda as printed. Motion carried.

BOARD EDUCATION MOMENT

Andrew Merchel, Jobs and Benefits Supervisor, presented information on the upcoming November 2022 hiring event – “Paychecks for Patriots.” There was discussion regarding planning for the event – location, sponsorships, business, food trucks, etc. CSE has reached out to the City of Pensacola regarding a location. The board offered support of the event. Sponsorship values was not determined at this time. Shannon Ogletree who is with Santa Rosa Economic Development Alliance offered support (\$1,000.00) of the event.

Mr. Merchel reported during the federal reporting period, October 2021-May 2022, 50 veterans were placed into employment. Region 1 placed #2 (Janet Taylor - Pensacola) and #5 (Craig Briggs - Milton) with veteran placement of 10 and 8, respectively. The 50 veteran placements put Region 1 in the #2 spot in the state.

CONSENT AGENDA: MINUTES – MARCH 17, 2022

The minutes were reviewed. The following corrections were noted to the minutes:

- Members Participating In-Person: Kathaleen Cole (Chair), Anthony Eman, Dianne Hatke, Laura Hessler, and Jeffrey Hondorp
- Members Participating via virtual/teleconference: Scott Luth (Vice Chair), Anna Weaver (Member-at-Large), Douglas Brown, and Michael Johnson
- Members not Participant: Lloyd Reshard (Secretary/Treasurer), Steve Rhodes (Immediate Past Chair), Tawana Gilbert, Steven Harrell, Michele Kelson, Michael Listau, and Shannon Ogletree
- Board Governance: Update on Board Membership
Michele Kelson represents non-joint labor management apprenticeship program.

Action Taken: Motion by Lloyd Reshard and seconded by Steven Harrell to approve the March 17, 2022, Board Meeting minutes with the noted corrections. Motion carried.

ITEMS FOR CONSIDERATION

FINANCIAL EXPENDITURE REPORT

The financial expenditure report for the month ending April 30, 2022, was presented. The following was noted: It was noted

- Several program awards ending June 30, 2022, are totally expended. CSE will request from DEO a transfer of funds from the WIOA Dislocated Worker program to the WIOA Adult program.
- Other programs noted with an award end date past June 30th was the Hurricane Sally program. Staff is working with BRACE and QLM for services to expend the funds.
- It is uncertain of a possible extension to the Military Family Employment Advocacy Program.
- The SNAP Program award ends September 30, 2022. Funds are totally expended to date.
- The Welfare Transition Program award ends September 30, 2022. The Summer Youth Employment Program and the WT Summer Teen Pregnancy Prevention Programs will be support with Welfare Transition program funds.
- The “Get There Faster” grants are special grants to support veterans and Military Spouses, and at-risk Floridians. CSE is in the process of completing staffing for these program grants.

Inquiry was made regarding the financial summary report balance verses the transfer request (from WIOA Dislocated Worker to the Adult program) amount to be submitted to the DEO. There was discussion on how the transfer funds will be utilized to support the WIOA adult program, as well as the 2021 audit and general ledger findings.

Action Taken: Motion by Steve Rhodes and seconded by Shannon Ogletree to approve the financial expenditure report for the month ending April 30, 2022. Motion carried.

WIOA YOUTH SERVICES CONTRACT AWARDS (FY 2022-2025)

CSE issued a Request for Proposals (RFP) for WIOA youth services on February 23, 2022. Proposals were received from four organizations – Children’s Home Society, Santa Rosa County School District, The School Board of Escambia County, and The Urban Development Center. A committee (Tawana Gilbert, Dianne Hatke, Michael Listau, and Doug Brown) was identified to rate the proposals. Mr. Doug Brown had a conflict with one of the proposing organizations, so Tarae Donaldson rated in his stead.

Once CSE received rating scores from the Rating Committee, CSE averaged and ranked them as follows:

Ranking	Organization	Requested Funding	Average Score
1	Children's Home Society of Florida	\$353,207	127.50 (130/130/120/130)
2	Santa Rosa County School District	\$300,000	127.25 (130/121/128/130)
3	The School Board of Escambia County	\$246,018	119.50 (130/112/111/125)
4	The Urban Development Center	\$313,750	113.75 (104/111/125/115)

The Rating Committee meet to review the cumulative scores and how the proposals ranked.

The Executive Committee met to review the proposal ratings/rankings summary. The committee discussed the process for funding proposals. Based on the summary, the committee recommended awarding the top three organizations a youth services contract. After administrative related costs are identified, the number one ranked organization will be funded at their requested amount and the remaining funds amount will be split amongst the second and third ranked organizations. It was noted after review of all available funding for the youth programs, all recommended organizations will be funded at their requested amount.

Inquiry was made regarding outcomes in respect to cost per student. There have been discrepancies in cost from past year's cycles. The proposing organizations' proposed cost per participant was made available as requested. There was discussion regarding the population being served by each provider and cost; documentation that speak to variances in calculating cost to serve individuals; and CSE's monthly reports that identifies costs to serve individuals. It was expressed that it would be helpful to have the provider come and speak about their program, as well as present reports later in the program year that explains discrepancies in cost to serve.

Action Taken: Motion by Doug Brown and seconded by Shannon Ogletree to approve the WIOA youth services contract awards (FY 2022-2025) as outline above. Motion carried. Steven Harrell and Lloyd Reshard abstained from voting.

BOARD GOVERNANCE: BOARD ATTENDANCE

The board attendance for this current fiscal year was presented for review.

REVISED DRAFT OF THE INTERLOCAL AGREEMENT

At the March 17, 2022, Board of Directors Meeting, the board reviewed and approved a draft of the Interlocal Agreement. CSE submitted the approved agreement to both Boards of County Commissioners (Santa Rosa and Escambia) for review and approval. CSE received approval from the Santa Rosa County Board of Commissioners, but the Escambia County Board of Commissioners revised the agreement.

With revisions to the agreement, all parties will need to review it for further revisions or approval. The Santa Rosa County Board of Commissioners have received the revised draft agreement to review for further revisions and/or approval.

A mark-up of the agreement was not available, but it was noted by the Escambia County liaison that the revisions did not include any statutory changes, but formatting and grammatical related changes.

Action Taken: Motion by Shannon Ogletree and seconded by Lloyd Reshard to approve the revised draft of the Interlocal Agreement. Motion carried.

ADD-ON ITEM

WORKFORCE INNOVATION AND OPPORTUNITY ACT (WIOA) ADULT AND DISLOCATED WORKER FUNDS TRANSFER

CareerSource Florida Administrative Policy Number 118 outlines the requirements to transfer funds between the Workforce Innovation and Opportunity Act (WIOA) Adult and Dislocated Worker programs. All requests to transfer funds that exceeds 25% of the program's annual allocation will require full board approval.

CSE has \$799,005.00 of available funds in the WIOA – Dislocated Worker program. The WIOA Adult program funds are 100% expended. An initial request was made to the DEO to transfer 25% (\$199,750.00) of PY 2020 Dislocated Worker funds between WIOA Adult and Dislocated Worker programs. CSE is looking to submit an additional request for 50% (\$398,532.21), for a cumulative total of 75% (\$598,282.21), which exceeds 25% of the program's annual award amount and will require full board approval.

Action Taken: Motion by Lloyd Reshard and seconded by Shannon Ogletree to approve CSE's request to DEO to transfer PY 2020 Dislocated Worker Funds between the WIOA Adult and Dislocated Worker program as outlined above. Motion carried.

INFORMATION ITEMS

UPDATE – REACH ACT IMPLEMENTATION

A summary of The Reimagining Education and Career Help (REACH) Act was made available to the board. Florida's 2021 Reimagining Education and Career Help Act, known as the REACH Act, is a comprehensive blueprint for enhancing access, alignment, and accountability across the state's workforce development system.

There was discussion regarding several items included in the Act:

- The formation of a Credentials Review Committee to identify degree and nondegree credentials of value for approval by the state workforce development board and inclusion on a master Credentials List to be provided to the State board of Education.
- The realignment of workforce boards and the structure. Regions 1-4 are working with a consultant to identify ways in which the regions can work together. It was expressed the alignment would cause some areas to be underserved. It was suggested to invite our political representatives to speak on this issue and/or keep them informed.

OTHER BUSINESS

The board will meet in two weeks via Microsoft Teams, virtual. FY's 2022-2033 Budget will be on the agenda.

CSE has signed an agreement with a consultant for Chief Financial Officer (CFO) services. The CFO is a former CFO from Polk County, Florida. She has over 30 years of experience with workforce financial operations.

It was suggested that the board garner support for unrestricted funds by forming a committee within the board. With the upcoming veteran's event along with its military affiliation, this will be a great opportunity to launch for future unrestricted funding. This item will be added to the upcoming board meeting agenda.

There being no further business, the meeting adjourned at 4:21 p.m.

A handwritten signature in black ink, appearing to read 'Lloyd Reshard', written over a horizontal line.

Lloyd Reshard, Secretary/Treasurer
CareerSource Escarosa