

## **CareerSource Pinellas Board of Directors minutes**

Date: September 27, 2017 11:45 a.m.  
Location: EpiCenter: 13805 58<sup>th</sup> Street N. Clearwater, FL 33760

### **Call to Order**

Chair Aundre Green called the Board of Directors meeting to order at 11:47 a.m. There was a quorum present with the following board members participating.

### **Board Members in attendance**

Dr. Robert Arnold (phone), Tom Bedwell, Lounell Britt, Scott Callison, Sondra Cranford (phone), David Fries (phone), Jack Geller, Aundre Green, Bill Griffiths (phone), Sharon Hayes, Carolyn King (phone), Samuel Kolapo (phone); Karla Leavelle (phone); Russell Leggette, Kim Marston, Mike Meidel, Mike Mikurak, Lenne Nicklaus-Ball, Debbie Passerini (phone), Bill Price, Paul Toomey (phone), Marlene Velez (phone)

### **Board Members not in attendance**

Kyle Barr, Celeste Fernandez, David Fetkenher, Michael Grego, Sandy Ho, John Howell, Jack Jarrell, Debra Johnson, Kelly Kirshner, Steve Kornell, Mark Van Dame, Commissioner Ken Welch; Dr. Tonjua Williams.

### **Guests**

Andrea Henning, Kelly Ruoff, Margie McGranahan

### **Staff in attendance**

Edward Peachey, Kristin Dailey, Alice Cobb, Haley Loeun, Don Shepherd, Jennifer Brackney, Michelle Schultz, Joseph Calhoun, Howard Nguyen, Luna Jean-Pierre

### **Acknowledgements**

- Chair Aundre Green presented Duke Energy with a plaque, in recognition of their generous donations to the Science Center. Mr. Jeff Baker accepted on behalf of the company.

### **Action/Discussion Items**

#### **Action Item 1 – Approval of Minutes**

The minutes of the June 21, 2017 Board of Directors meeting were presented for approval.

Motion: Jack Geller

Second: Tom Bedwell

*The minutes were approved as presented. The motion carried.*

#### **Action Item 2- Capacity Building**

The Science Center of Pinellas County is the oldest science educational facility of its kind in the U.S. With an observatory and planetarium, it has provided hands-on learning opportunities for K-12 students for the last 60 years. In 2014, WorkNet Pinellas dba Science Center, a not-for profit organization, agreed to step in and help perpetuate the mission of the Science Center in Pinellas County. We accepted that challenge and have made many strides forward. To continue to thrive and meet the challenges and opportunities ahead, it is important to have a more focused strategic plan. WorkNet Pinellas, Inc. dba Science Center received an award of \$14,250 to build capacity of the Science Center. The purpose is to support the Science Center in its goal to be a mission-driven organization working efficiently to address education and employment that helps individuals develop the skills necessary for future career success. The project includes four phases:

<b>DISCOVERY</b>	Gather pertinent information regarding current structure, committee member participation, committee member feedback, staffing, mission, vision, budget, resources and donor participation.	9/22/17
<b>DESIGN</b>	Review the information collected and begin the process of formulating a plan.	10/20/17
<b>PLANNING</b>	Develop a strategic and fundraising plan.	11/17/17
<b>EVALUATION</b>	Review information, data and provide a progress report.	12/4/17

Through this initiative, we will develop the framework for which we can build the future of the Science Center.

Motion: Jack Geller

Second: Mike Mikurak

*The Board of Directors approved to move forward with the capacity building project.*

### **Other Administrative Matters**

None were presented.

### **Guest Presentation**

Mr. James Finch, from the Department of Economic Opportunity (DEO) gave an overview of CareerSource Pinellas' performance for last program year 2016-2017.

### **Information Items**

#### **Consent Agendas**

The consent agendas of the August 2<sup>nd</sup> and September 6<sup>th</sup>, 2017 Executive Committee meetings were presented. President Peachey opened the floor for questions. There was no further discussion.

#### **Committee Reports**

Audit Committee Report : The fieldwork for the 6/30/17 year-end audit has begun and is currently underway. Outcome will be shared once it is concluded.

Finance Committee Report : The last Finance meeting was cancelled. The next meeting is scheduled for October 24<sup>th</sup> at 9:00am via conference call.

Compensation Committee report: The Compensation Committee met on August 29, 2017 to discuss the newly drafted safety manual and the renewal of our benefits carrier. Both of these action items were included in the consent agenda which was passed by the board. Since our meeting and the approval of the consent agenda, staff have been in communication with our benefits consultant, Arthur Gallagher, to lock in this 8% overall rate increase proposed by Cigna. We have also been successful in getting Cigna to smoothing out the increase among all the 4 levels of coverage which has resulted in lowering the increase for the high deductible coverage. We still remain under 8% overall. Staff are also beginning to plan the benefit open enrollment process to begin in mid-October. They are considering doing this on-line but have to check out any challenges with the ADP – Cigna interface before making that determination. We are heavily involved with staffing the disaster food stamp program being operated by DCF. This program is for individuals affected by Hurricane Irma and allows them to apply for emergency food stamps. Between 300 and 500 temporary staff will be hired by CareerSource to work for 1-3 weeks under DCF's supervision in Pinellas and Hillsborough counties. These temp employees are required to have a clear Level II background check as well.

Science Center Committee Report The Science Center Committee last met on Friday, September 22nd. Some highlights for this recent meeting are: **Summer Youth Camps**: Camp for Summer of 2017 ended officially on August 9<sup>th</sup>. A total of 662 youth attended or attended a Science Center Summer camp. This year's attendance is a 225% increase over last year's 294 youth served. **STEMe Activities thru Year End and start of PY17-18**: Last year, StemE classes rose to a total of 274 classes with a total of 4661 students visiting the Science Center. Already for PY 17-18, there have been a total of 109 classes booked and close to 2,152 students scheduled to take a field trip to the Science Center. **The Manufacturing**

**Skills Development Grant Award, our \$2 million grant award, closed out in July and August with additional placements reported:** The grant from Florida DEO provided pre-vocational manufacturing skills training and/or paid work experience and targeted to serve 350 individuals.

To date, we have served: 529 participants have been enrolled (151% of goal); 430 participants completed training thru the program year 2016-2017 (81.2% completion rate); 372 participants have been placed into employment average wage of \$12.76 (186% of goal) **A grant award was received from the state called the Robotics Skills Development Grant Award running July 2017 thru June 2018.**

CareerSource Pinellas was awarded \$400,000 from a state Earmark grant to provide Career Ready manufacturing skills development training and/or paid work experience to serve 100 adults and 50 youth from July 1, 2017 - June 30, 2018. The grant requires us to serve 48 adults in Robotics/Mechatronics, 50 youth and 20 OJT. Career Ready Training programs include: Robotics/Mechatronics; Soldering and Cabling; OJT. The 50 youth will receive services through Summer, Winter, and Spring STEM camps. **The next Science Center Meeting is scheduled for this coming November 17<sup>th</sup> at 11 am.**

One Stop Committee Report: The One Stop Committee met on August 24<sup>th</sup> at the EpiCenter. Two action items were presented to the committee. First was review and approval of the minutes. Second was the presentation and approval of the One Stop Committee's Strategic goals for program year 2017-2018 available in your packet. **Next, the One Stop Committee goals and year end program outcomes were presented for the program year 2016-2017:** Some highlight of Center Traffic and Program Services for last year and ending Monthly Management reporting are: 117,600 job seeker visits occurred last year up 3.7% from the previous year during a year of very low unemployment. 4,700 customers were served under the WIOA program with 3,049 new enrollments during last year and over 2970 entering employment for #1 ranking in 4 measures. 4,600 families were served under the WTP program assisting with reemployment and training services with 45.7% leaving the welfare rolls with employment for a #1 ranking for the year. Over 1600, non-custodial parents enrolled in the NCPEP or Non-Custodial Parent Employment and Training program with over 950 reporting employment and over 750 making successful child support payments. Over 4,500 SNAP participants enrolled into employment and training services with 11.7% entering employment for #1 ranking for the year. Performance starting in PY2017-2018 Starting the New program Year strong, DEO's Monthly Management report shows Pinellas with 12 #1 ranking and 26 top quartile out of the 30 non-agricultural measures. In the Governor's RA Challenge under Reemployment Assistance. Pinellas is currently ranked #1 in the RA Engagement rate and 3<sup>rd</sup> in the RA Placement rate. This challenge will pay out \$1 million in incentives in late Fall 2017. The next One Stop meeting is scheduled for this coming **November 16<sup>th</sup> at 9:00 am** at the EpiCenter

Workforce Solutions Committee Report: The Workforce Solutions Committee meeting was held on August 15<sup>th</sup>. The Daily Governors Job report ranks each of the 24 local workforce boards based on job placement every month. CareerSource Pinellas has consistently ranked in the top 5 statewide. We are off to a great start this new program year ranking #1 in the state for the month of July. We ended another great program year with our On the Job Training and Paid Work Experience Programs. The OJT program funded 80 companies that hired 377 new workers and the Paid Work Experience program funded 43 companies that hired 162 young adults. Last program year, the Business Services Dept. assisted 65 employers by coordinating over 190 specialized recruitment events. These efforts have resulted in over 2,200 hires. We have two upcoming events: Our next annual job fair will be held on November 8<sup>th</sup> at the EpiCenter. The first hour of the job fair will be dedicated to our Veteran candidates to provide them the first opportunity to meet with the participating employers. We are expecting 20-25 employers to attend. CareerSource Pinellas will be partnering with CareerSource Tampa Bay to host our annual internship event on October 11<sup>th</sup> at the North Florida Avenue Center. We anticipate 30-40 employers and over 400 students to be in attendance. If you are interested in participating in any of these events, please see Haley for more information. Our next Workforce Solutions meeting will be held on Nov 21<sup>st</sup>.

### **President's report**

Mr. Edward Peachey gave a presentation of the program year in review 2016-2017.

### **Public Comments**

None was made.

### **Adjournment**

Chair Aundre Green adjourned the meeting at approximately 12:39 p.m.