

CareerSource Pinellas Board of Directors minutes

Date: December 13, 2017 11:45 a.m.
Location: EpiCenter: 13805 58th Street N. Clearwater, FL 33760

Call to Order

Chair Aundre Green called the Board of Directors meeting to order at 11:45 a.m. There was a quorum present with the following board members participating.

Board Members in attendance

Tom Bedwell, Lounell Britt, Scott Callison, Celeste Fernandez, David Fries (phone), David Fetkenher, Jack Geller, Aundre Green, Sharon Hayes, Sandy Ho, John Howell, Carolyn King (phone), Samuel Kolapo (phone); Mike Meidel, Mike Mikurak, Lenne Nicklaus.

Board Members not in attendance

Dr. Robert Arnold, Kyle Barr, Sondra Cranford, Michael Grego, Jack Jarrell, Debra Johnson, Kelly Kirshner, Karla Leavelle; Russell Leggette, Kim Marston, Debbie Passerini, Bill Price, Paul Toomey, Marlene Velez, Mark Van Dame, Commissioner Ken Welch; Dr. Tonjua Williams.

Guests

Andrea Henning, Charles Harris

Staff in attendance

Edward Peachey, Alice Cobb, Don Shepherd, Jennifer Brackney, Michelle Schultz, Howard Nguyen, Luna Jean-Pierre

Action/Discussion Items

Action Item 1 – Approval of Minutes

The minutes of the September 27, 2017 Board of Directors meeting were presented for approval.

Motion: Jack Geller

Second: Tom Bedwell/Mike Mikurak

The minutes were approved as presented. The motion carried.

Other Administrative Matters

None were presented.

Information Items

Consent Agendas

The consent agendas of the November 1st and December 6th 2017 Executive Committee meetings were presented. Chairman Green opened the floor for questions. There was no further discussion.

Committee Reports

Audit Committee Report : The last Audit Committee meeting took place on November 28th. The action discussed was the Annual Financial Audit report for the fiscal year, ended June 30, 2017.

Finance Committee Report : The last Finance meeting was also held on November 28th. The 3rd Budget Modification for Program Year 2017-18 was approved and the financial update for PE October 30th, 2017 was presented. The next Finance meeting is scheduled for January 30th, 2017.

Compensation Committee report: At our committee meeting on December 5th, Jon Brethauer, Executive Vice President with ProVise Management Group, reviewed our quarterly fund investment monitoring

report. The report is in your packet for your review and includes the holdings summary, fiduciary score, investment performance, and other important information. Since our last Board meeting staff have been working to manage the benefits open enrollment process. Deadline was last week for all selections of benefits. We are now coordinating with CIGNA to make sure any changes are properly recorded before the new plan year begins on January 1, 2018. As reported previously, we were heavily involved with staffing the disaster food stamp program operated by DCF. This program was for individuals affected by Hurricane Irma and allowed them to apply for emergency food stamps. Almost 280 temporary staff were hired by CareerSource to work 1 week projects under DCF's supervision in Pinellas and Hillsborough counties and was then expanded to DeSoto, Sarasota, Manatee, Lee, Collier and Pasco counties. The project has ended now and we are wrapping up the usual re-employment claims, workers compensation claims. Our annual staff evaluation process ended last week. Every employee's evaluation was reviewed by Alice, then Ed prior to it being discussed with each employee. Our fall wellness challenge is wrapping up this Friday. We hope to determine the winners before the holiday.

Science Center Committee Report:The Science Center Committee met on Friday, September 22nd.

Youth StemE Programs during PY2017-2018 thru November:

StemE classes scheduled: 187, Planned students: 3,732, Total Classes Held: 80, StemE Youth Served: 1,478 Cyber Security Program thru November: Cyber Security includes 3 stackable industry certifications: A+ Prep and Certification, Network + Prep and Certification, Security + Prep Certification Due to IRMA, the current class schedule was extended thru January 11, 2018 with CIE approval to accommodate added class and study time. We currently have 16 students continue in training and 7 have taken a leave of absence returning in the spring to complete their training. Open Recruitment is underway for new Classes for Cyber Security starting in January 2018: Security+ ;Network +; A+ 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. To date through September 30: Goal: Train 48 Adults in Robotics/Mechatronics. Total 24 participants have been enrolled in the Earmark grant. 12 participants have been enrolled in Mechatronics/Robotics classes (25% of goal); 12 Soldering/Cabling participants have been enrolled in PY2017-2018 Robotics Manufacturing Skills grant; Total of 12 participants have completed (Robotics students remain in class thru 11/17/17); 4 participants placed to date Goal: Train 50 Youth participants in Robotics/Mechatronics: 20 Youth have completed training to date. Upcoming Classes: 4 additional classes for Mechatronics/Robotics are scheduled for PY2017-2018 hitting every 8 weeks. The next Science Center Meeting is scheduled for this coming February 23rd at 11 am.

One Stop Committee Report: The One Stop Committee met last on November 16th at the EpiCenter. Here are some highlights of One Stop activities from the November meeting: Center Traffic and Program Services for the current program year are: Over 24,800 job seekers visited a CareerSource Center during the quarter. Traffic was impacted due to Irma. Our centers were closed from the Friday preceding Irma thru the Thursday after when power was restored. Traffic in October hit 8,100 and 8,700 job seeker visits remaining down from our monthly average of 9,800 during last program year 2016-2017. Clearwater South or the Highway 19 center closed on September 30, 2017 and traffic moved to the nearby Gulf-to-Bay center. Over 2,175 job seekers attended a CareerSource workshop quarter 1 from PY16-17. Top visited workshops during the quarter are Intermediate Computers, Professional Interviewing Skills, and Resume II. Current Employ Florida reporting thru November 2017 shows: A total of 38,000 job seekers have been served with close to 6,500 new job seekers registering as first time users in EF. For those job seekers, over 135,500 services have been provided which included close to 6,200 resumes added to EF and 27,000 job referrals made. DEO's Monthly Management report has updated thru October 31th. Pinellas finished the month with 13 #1 ranking and ended in the top quartile in 26 out of the 30 non-agricultural measures. Performance looks great 4 months into the new Program year considering the impact of Irma in September and our center closing for 4 days during reporting period. Governor's Reemployment Challenge 2016-2017 has now officially ended: Governor Scott's New Initiative, the RA Challenge, has come to a close as of June 30th. Cissy Proctor, Director for DEO presented final reporting and announced the winners at the Workforce Summit in October. We are happy to report that Pinellas was a successful winner in the Engagement Indicator with a great rate of 93.41% earning \$333,333 in incentives. Pinellas also ranked 3rd in the Placement Indicator with a strong finish of 73.09%. A total of

\$1 million was set aside for the winning local areas. The next One Stop meeting is scheduled for this coming February 22nd at 9 am at the EpiCenter

Workforce Solutions Committee Report: The Workforce Solutions Committee meeting was held on November 21st. The Daily Governors report ranks each of the 24 boards based on job placement and compiles the daily information monthly. CSPIN has consistently ranked in the top 5 each month. Currently, preliminary report shows we are currently in 3rd place for December. Our On the Job Training and Employed Worker Training programs are off to great start. In our 1st quarter: 25 employers have hired 47 individuals through the OJT program ;20 employers have been allocated funds to assist with the training of 1538 incumbent workers. CareerSource Pinellas hosted 2 events in the past few months: We held our semi-annual Internship Hiring Event on October 11th. 33 employers were present with 70 internship opportunities and over 220 Internship candidates were in attendance from various colleges and universities. Staff confirmed 40 placements through this event. We partnered with CareerSource Tampa Bay and held a general / veteran's job fair on November 8th at the EpiCenter. The event focused on the Paychecks for Patriots initiative that took place during the week of Veteran's Day. Over 430 job seekers were in attendance with 31 employers present. Over 70 placements have been confirmed through this event. Our next Workforce Solutions meeting will be held on February 13th

President's report

Mr. Edward Peachey gave a brief summary of the "Voice of Business" conference and thanked everyone who attended or sponsored the event. Representative Virginia Foxx was one of the memorable speakers, as she spoke about working diligently for the betterment of Workforce.

CareerSource Pinellas received additional funding totaling over \$741K, in the form of a 2-year grant from CareerSource Florida. This grant is to further expand training opportunities for growing jobs in IT, Manufacturing and Construction.

Public Comments

None was made.

Adjournment

The meeting was adjourned at approximately 12:17 p.m.