

**Board/Consortium Meeting
CAREERSOURCE FLORIDA CROWN
March 20, 2018 – 2:00 PM
CareerSource Florida Crown Board Offices
Lake City, FL**

MINUTES

BOARD MEMBERS PRESENT: Todd Sampson, Board Chair; Perley Richardson; Eugene Dukes, Union County School Board; Yovancha Lewis-Brown, DVR; Commissioner Everett Phillips, Columbia County Board of County Commissioners; Commissioner David Osteen, Dixie County Board of County Commissioners. Commissioner Sharon Langford, Gilchrist County Board of County Commissioners; Dan Cavanah; and Steve Russell, DCF; Jennie Reed was present by phone.

GUESTS PRESENT: Janora Crow and Angela Coppock, Columbia County School District; Stew Lilker.

STAFF PRESENT: Robert Jones, Anna Mendoza, Ron Jones, Jeri Bohlscheid, Elizabeth Wetherington, Doris Hall, Jeff Geering and Maralisa Reed.

CALL TO ORDER: Chair Sampson called the meeting to order at 2:00 PM and it was noted that a quorum was present.

INVOCATION and PLEDGE OF ALLEGIANCE: Steve Russell offered the invocation and Chair Sampson led the Pledge.

APPROVAL OF MINUTES: The Minutes from the December 12, 2017 meeting were approved as presented by unanimous vote.

Motion by Eugene Dukes to approve the Minutes of December 12, 2017. Second by Perley Richardson. Vote: Unanimous.

IDENTIFICATION OF CONFLICT OF INTEREST: None.

EXECUTIVE DIRECTOR’S REPORT:

Budget

The ED discussed funds added/reduced since last report, stating CSFC received \$100k supplemental allocation from deobligated/reobligated allocation of PY 2017 funds for the Welfare Transition program. The additional funds will be applied to the Why Try Program and WT participants. Slides were presented showing the Current Approved Budget and the Proposed Budget without Carryforward for PY 2017-2018.

The current approved budget indicated travel expenses were slightly higher due to the fact that more travel is done during the time of the Workforce Development Summit; however, this will balance out thereafter. Overall, CSFC is below straight line and in good shape with the budget.

The Ed also discussed Comparison of Baseline Funding for 2017-18 and 2018-19 and indicated small increases and decreases in CSFC programs along with the Preliminary Comparison of Major Budget Allocations for 2107-18 and 2018-19.

Financial Monitoring Report

The on-site review occurred on January 23rd and 24th with no official findings and two suggestions. The financial audit for 2016-17 was completed by Powell and Jones with no findings or other observations.

Programmatic Monitoring Report

CSFC received a letter from the Department of Economic Opportunity closing out the 2017-2018 quality assurance review. Our corrective action plan for resolving the findings and other noncompliance issues had been accepted.

Updates

The Ed discussed the Performance Funding Model/Incentives stating \$11.5M in PY 2016-2017 must be distributed by the end of FY 2017-2018 and that 21 boards will be participating in the incentive program.

Welfare Transition Program

The Why Try Program will be conducted in all four counties. There will be approximately 225 Welfare Transition youth served between the ages of 11 and 15. Each participant will receive a check for approximately \$100 or more, a \$20 gas card, breakfast, lunch and snacks, along with a certificate of completion.

Welfare Transition Incentive Program

The Welfare Transition Incentive Program is for all Welfare Transition Participants that have maintained employment for 90, 180, 270 and 360 days. An incentive bonus of varying amounts is offered based on employment history. Participants receive a Certificate of Appreciation and Letter of Recognition when the program is completed.

WIOA Youth Program

Able Trust, our grantor for in school youth, is holding a regional speech contest competition on April 17th, concluding with a state-wide competition in June in Tallahassee. Additionally, Able Trust is hosting a Banquet in May for approximately 200 attendees. All students are required to attend.

A youth trip is planned to Atlanta, Georgia in June with approximately 50 students visiting colleges, museums and other points of interest. Approximately 50 students will be participating in summer youth job shadowing.

WIOA Adult Program

CSFC applied for the Strategic Initiative Grant for the sector strategy of the health care industry. If approved, this grant will serve an additional 15 students in the medical field, 8 RN's, 5 LPN's and 2 PTA's along with books and tuition. It will also provide salary and fringe for Program and Case Manager allotted time, One Stop Cost, Indirect Cost and supportive services.

Two-Year Modification to the WIOA Four-Year Plan

WIOA requires each local workforce development board to develop a two-year modification to their four-year Local Workforce Plan. This plan was completed and submitted to the board for approval.

Motion by Perley Richardson to approve the 2017-2018 budget. Second by Eugene Dukes. Vote: Unanimous.

Motion by Yovancha Lewis-Brown to approve the two-year update to the four-year WIOA plan. Second: Everett Phillips. Vote: Unanimous.

Other Business

Due to the WIOA youth trip which is scheduled for the week of June 4th through the 7th, request was made to change the meeting date of the Board/Consortium meeting from June 12th to June 19th.

Motion by Dan Cavanah to approve moving June 12th Board/Consortium meeting to June 19th. Second Perley Richardson. Vote: Unanimous.

Chair Sampson called for any other business. There being no other business before the Board, Chair Sampson called for motion to adjourn.

Motion by Everett Phillips to adjourn Board/Consortium meeting. Second by David Osteen. Vote: Unanimous.

The meeting adjourned at 2:45 PM.