

**MINUTES OF THE MEETING
OF
CAREERSOURCE FLAGLER VOLUSIA**

JANUARY 19, 2018

A Meeting of the Board of Directors of CareerSource Flagler Volusia, was called to order at 9:00 a.m., on the 19th day of January 2018 at the Dennis McGee Room, located in the Daytona International Airport, 700 Catalina Blvd., City of Daytona Beach, in the State of Florida, pursuant to written notice fixing said time and place; the same being filed and attached to these minutes.

Mr. Carlos Valderrama Chaired the meeting and Ms. Ann Lesizza served as Recording Secretary. Mr. Valderrama requested introductions in lieu of calling the role and the Recording Secretary noted each person present.

The following members were present:

Ms. Mary Jo Allen, Executive Director – Halifax Health Hospice & Palliative Care
Ms. Nancy Bradley, Administrator – Daytona College, LLC
Mr. Robert Davis, President – Lodging & Hospitality Association of Volusia County
Mr. David Dougherty, CPA – Taxes & Financial Services
Mr. Rob Ehrhardt, Director – Volusia County Division of Economic Development
Mr. Brad Giles, President/CEO – Giles Electric, Inc.
Mr. Daniel Hunt, Business Manager – IBEW Local Union 756
Dr. Tom LoBasso, President – Daytona State College
Dr. Aubrey Long, Vice President – Business & Community Development - Bethune-Cookman University
The Honorable Donald O'Brien, Commissioner – Flagler County Board of Commissioners
Mr. Bret Schmitz, President – Hudson Technologies
Ms. Cheryl Tanenbaum, SVP & CFO – Intracoastal Bank
Ms. Helga van Eckert, Executive Director - Flagler County Department of Economic Development
Mr. Carlos Valderrama, Manager – Valderrama Partners, LLC
Mr. Tyrone Walker, Jr., Human Resource Generalist – Raydon Corporation
Mr. John Wanamaker, CCIM – Coldwell Banker Commercial AI Group

The following guests were also present:

Ms. Robin King, President & CEO – CareerSource Flagler Volusia
Ms. Ann Lesizza, Chief Administrative Officer – CareerSource Flagler Volusia
Mr. Charles Howell, Vice President-Business Development & Technology – CareerSource Flagler Volusia
Ms. Christine Sikora, Vice President-Innovative Workforce Solutions - CareerSource Flagler Volusia

Ms. Jennifer Campbell, Chief Financial Officer – CareerSource Flagler Volusia
Ms. Kathy Spencer, Director of Business & Career Services - Case Management Inc.
Ms. Jennifer Gosling, Executive Assistant – CareerSource Flagler Volusia
Mr. Dennis Burns, President & CEO – United Way of Volusia-Flagler Counties
Ms. Jenny Stumbras, Business & Community Development Manager – Career Steps, Inc.
Mr. Brian Willard, Program Manager – Road To Success
Ms. D.J. Lebo, Executive Director – Early Learning Coalition of Flagler and Volusia
Ms. Lynette Shott, Executive Director – Student & Community Engagement – Flagler County Schools
Ms. Michele Coston
Ms. Nancy Keefer, Executive Director – Daytona Regional Chamber of Commerce
Mr. Chris Wimsatt, Vice President – Business Recruitment – Team Volusia
Mr. Keith Nordon, President & CEO – Team Volusia EDC
Mr. Howard Johnson, Data/EFM Manager – Eckerd Connects
Ms. Sherryl Weems, Associate Vice President – Daytona State College
Mr. Darrell Hampsten, Director - SBDC – Daytona State College
Mr. Brad Harris, Business Manager – Volusia County Economic Development
Mr. Ron Goss, Senior Regional Manager – Eckerd Connects

Mr. Valderrama called the meeting to order and stated that the January meeting is generally the planning meeting for the Board where the direction for the coming calendar year is determined. He announced that a public comment request from Ms. Michele Coston had been received and Ms. Robin King would read the comment to be recorded in the minutes. *“Wanting to learn more how you make the public aware of training and funding help available? Is this information offered in laymen simple terms for those who are in need of these services? If so, how? and can you offer a hard copy matrix mapping easy for most anyone to understand? Are all your policies and funded programs made seamlessly transparent? Like the DW work program, Apprentice training, senior work and veteran program. Are these government programs all offered at your one stop career center and explained easily as to how they work? I feel the computer matrices of government help and assistance of all your funded programs are complicated and that most people in need of your services don't really know where to begin. If this is not true can you explain to me in clear laymen terms how your workforce operations work with Transparent law and obligation to ensure the public in need of these government funded services are being informed clearly and in the most optimal transparent ways at the neighborhood level available, to include outreach online and in hard copy tradition?”* Ms. King continued to inform the members that she had spoken with Ms. Coston on several occasions and stated that the system is complicated. Mr. Valderrama offered Ms. Coston three minutes to make any additional comments. Ms. Coston spoke for a few minutes and expressed her desire to better understand the services and help communicate the information to the community.

The first item of business was the review for approval of the Consent Agenda.

1. Upon motion duly made, seconded and unanimously carried, the Board approved the Consent Agenda items.

The next item on the Agenda was a review for approval of the related-party training agreements. A conflict with Mr. Sean Lafferty, President of LCP Machines, Inc., was noted. Mr. Lafferty was not present at the meeting.

2. Upon motion duly made, seconded and unanimously carried the Board approved the training agreements with LCP Machines, Inc.

Mr. Valderrama addressed the Board and Committee members and expressed his appreciation for their participation on the Board. He provided a brief personal background and stated that every time he gets involved in a new endeavor the first thing he does is to get to know his partners; his team. In this case his team will be the Board members and he asked staff to share the Board member bios with him so he could become familiar with each member and their expertise. Mr. Valderrama asked the Board members to be ambassadors for the organization. He stated that when he first joined the Board he took it upon himself to learn more about the company. Mr. Valderrama advised that he went through the Board Orientation to learn about the vision and the role of the Board. He said that he would like everyone to get reacquainted with our new Board Member Orientation. Mr. Valderrama called on Mr. Charlie Howell to present a brief overview of the Board Member Orientation.

Mr. Charlie Howell presented a brief overview of the Board Member Orientation. Mr. Howell explained that the Orientation is located on our website and was developed entirely in-house. He highlighted the sections of the workshop and advised that staff would be sending the link to each of the Board members.

Mr. Valderrama next called on Ms. Robin King to review the Board Priorities and Goals for 2018. Ms. King reported that last year the Board took the seven strategic goals and compressed them into five; Effective Partnerships, Continuous and Accurate Business Intelligence, Qualified Talent Pool for Today and Tomorrow, Effective CareerSource System and Effective Use of Funds. She presented a matrix of the status of the goal activities. Ms. King explained that during the last year, the major focus was getting the right voices around the table; for example entrepreneurialship and the chambers were missing. She explained that the Committees, Industry Demand Connection and Career Pathways will discuss the areas that they want to zero in on this coming year.

Ms. King asked Mr. David Dougherty to discuss Career Pathways priorities. Mr. Dougherty addressed the members. He stated that as we move forward, we adapt to provide better services. Mr. Dougherty reported that the Career Pathways Committee met last month and reviewed the goals and determined that they wanted to focus on the Qualified Talent Pool for Today and Tomorrow goal while continuing to maintain the goals that they had already achieved. He discussed going forward and the need to address the issue of jobseekers with significant disabilities and barriers to employment.

Next, Dr. Aubrey Long addressed the meeting and reported that the Industry Demand Connection Committee is focusing on three strategic goals for the coming year. A major objective is Effective Partnerships. He reviewed the objective and activities associated with Effective Partnerships and stated that the Committee wanted to focus on workforce attraction. The Committee will look at how to attract and keep employees that are in demand in this area as well as how to attract and keep businesses in this area. The Committee is looking at ways to work with existing community entities who are in the workforce and business attraction arena. Dr. Long reported that the second strategic goal the Committee will focus on is Continuous and Accurate Business Intelligence. He explained that most of the data we receive is from the state and there is a two-year delay in obtaining the information. The Committee hopes to obtain more current data by working with the local colleges and universities. The third focus of the Committee is a Qualified Talent Pool for Today and Tomorrow. The Committee is looking at online training and the possibility of working with employers to develop specific soft skill training applications. Additionally, the Committee will, with the staff, research and apply for sector-based funding. Ms. Robin King followed briefly to clarify the type of placement data being requested from post-secondary education, in addition to being more current information, it will include the type of occupation the education has led to.

Mr. Valderrama discussed the next Agenda item, Income Generation/Diversity. He called on Ms. King to present some ideas regarding income generation. She reported that her counterparts at CareerSource Central Florida have come up with an ad hoc committee to look at income diversity. Ms. King stated that if we continue on the path we are on today, we will not have enough funds to continue our mission. She explained that the majority of our funds are federal and they continue to reduce the amount we receive. How do we generate more and different income while staying within our mission? Ms. King presented several ideas and requested comments and feedback.

She explained that there are some traditional things that we can participate in; the National Emergency Grant (NEG) which we can tap into after disasters. Currently, we have the Matthew Grant until September 2018, Irma until September 2018 and Maria.

The Matthew and Irma funds are for transitional jobs. The funds for Maria will serve evacuees who moved here after September 17th. With the Maria NEG we will be able to provide training if necessary. The current need we are seeing is for updating or transition of licenses; individuals have the required training but need to upgrade their licenses. Ms. King stated that once we have a plan in place we will do a press release.

Next, Ms. King stated that at our last Board meeting she reported that CareerSource Florida placed approximately \$10,000,000 in a competitive grant process. We have received two grants so far; one to support boat manufacturing and a second for a construction program. She reported that she has applied for two additional grants and is still waiting to hear about them. The grants mentioned still have a lot of regulations attached to them. Ms. King reported that we have created a grant team internally to look at future grants. She discussed additional grant opportunities that are being researched and the Ticket To Work Program. Ticket To Work is a Social Security program for individuals receiving SSI or SSDI. Once an individual is placed on SSI or SSDI they receive a ticket to encourage them to get back to work. The benefit is that they get to keep the medical benefits. Last year we earned \$90,000 in serving these individuals. The funds raised through this program can be used at the Board's discretion.

Mr. Valderrama addressed the meeting and discussed the possibility of creating a sponsorship package. He stated there are approximately 34,000 visitors to our Centers each year, which could be an opportunity for us to share or rent some of the wall space in the Centers. He further explained that other organizations have their businesses branded in places where there is public traffic. We can offer space in the Centers, in our training rooms, at job fairs, etc. We might also be able to request sponsorships for events. Mr. Valderrama suggested that we create a list of activities throughout the year and ask these organizations to partner with us.

Ms. Robin King asked the private sector businesses present at the meeting if placing their information in the Centers for an annual fee might be something they would be interested in doing.

Ms. King provided the President's comments and announced that CareerSource Capital Day is coming on February 13th and that Mr. John Wanamaker would be joining her in Tallahassee. On February 28th, Ms. King will bring the Two-Year Plan update to the Executive Committee for their approval prior to presenting it to the Volusia County Council and the Flagler Board of Commissioners for their approval. Next, Ms. King reported that on February 2nd we should receive the results from the state on the statewide skills gap survey. This labor market information will enable us to conduct

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sector based focus groups with local businesses to determine if the information is correct and how to best use the information for local solutions. On February 23rd, the fifth annual Flagler County Job Fair will be held.

There being no further business to come before the meeting, it was adjourned.

Recording Secretary