



General Meeting

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or by phone at 561-570-4464 Conference ID: 753 891 303#

January 14, 2021 at 10:00 A.M. (CT)

Richard - (850) 557-2441; Lauren - (850) 693-3913

A G E N D A

CALL TO ORDER	Janice Sumner	
INTRODUCTION OF NEW MEMBER	Janice Sumner	
INVOCATION / PLEDGE TO FLAG	Donnie Read	
ROLL CALL	Lauren Morris	
PUBLIC COMMENTS	Janice Sumner	
EMERGENCY ITEMS	Janice Sumner	
PERFORMANCE PRESENTATION	Daniel Harper, DEO	Pages 1-16
CONSENT ITEMS	Janice Sumner	
* General Meeting Minutes November 12, 2020	Janice Sumner	Pages 17-19
STATUS OF FUNDS REPORT	Richard Williams	To Be Provided
NDWG UPDATE	Rose Adams	Pages 20-21
COMMITTEE REPORTS		
* Youth Committee Meeting January 13, 2021	Richard Williams	To Be Provided
* Program Committee Meeting January 13, 2021	Richard Williams	Pages 22-23
* Executive Committee Meeting January 14, 2021, 2020	Richard Williams	Page 24

NEW BUSINESS

* No New Business

DIRECTOR'S COMMENTS

Richard Williams

BOARD MEMBER COMMENTS

Janice Sumner

ADJOURNMENT

Janice Sumner

MARK YOUR CALENDARS

Next Board Meeting – Thursday, March 11, 2021



CareerSource Chipola Performance Overview

**Charles Williams and Daniel Harper, Department of
Economic Opportunity**

January 14, 2021

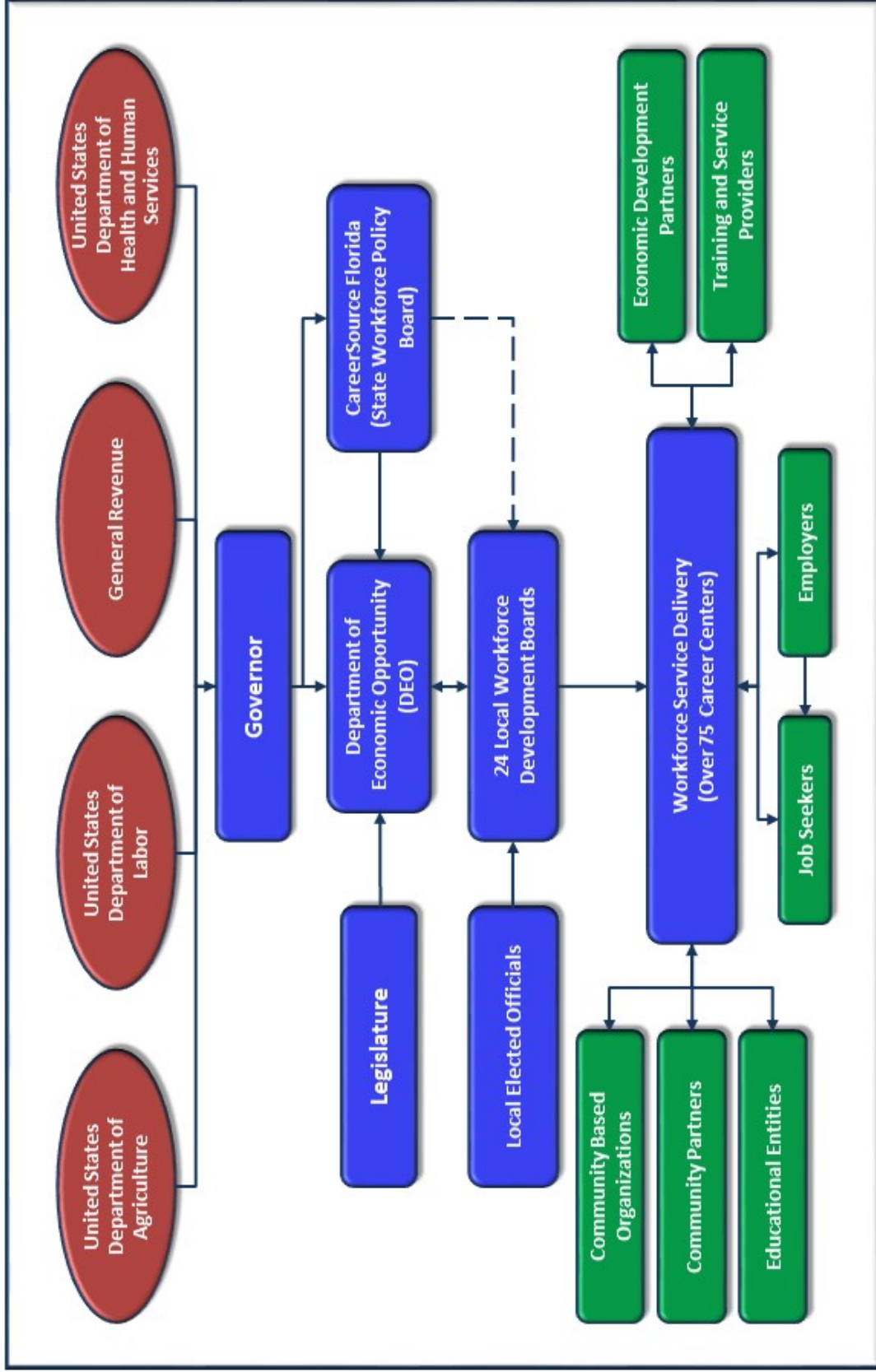




AGENDA

- Program Year 2019 Primary Indicators of Performance
- Programmatic and Financial Monitoring Activity
- Local Area Financial Overview

FLORIDA'S WORKFORCE SYSTEM





PRIMARY INDICATORS OF PERFORMANCE

- WIOA establishes performance indicators and reporting requirements to assess the state's and local area's effectiveness in serving individuals participating in the workforce development system.
- Indicators consist of:
 - ✓ 4 Adult Indicators
 - ✓ 4 Dislocated Worker Indicators
 - ✓ 3 Youth Indicators
 - ✓ 3 Wagner-Peyser Indicators

WIOA PRIMARY INDICATORS OF PERFORMANCE

LWDB 03 Program Year (PY) 2019 July 1, 2019 – June 30, 2020	PY 2019 Actual Performance	PY 2019 Performance Targets	PY 2019 Achievement Level	PY 2020 Performance Targets
Adults:				
Employed 2 nd Quarter After Exit	100.00%	85.20%	117.37%	85.50%
Employed 4 th Quarter After Exit	93.50%	83.00%	112.65%	85.00%
Median Wage 2 nd Quarter After Exit	\$8,095.00	\$6,850.00	118.18%	\$7,100.00
Credential Attainment	88.90%	85.00%	104.59%	85.00%
Dislocated Workers:				
Employed 2 nd Quarter After Exit	100.00%	83.20%	120.19%	85.00%
Employed 4 th Quarter After Exit	100.00%	60.20%	166.11%	79.00%
Median Wage 2 nd Quarter After Exit	\$9,337.00	\$7,000.00	133.39%	\$7,500.00
Credential Attainment	100.00%	85.20%	117.37%	83.00%
Youth Common Measures:				
Education and Employment Rate 2 nd Quarter After Exit	86.10%	75.50%	114.04%	85.00%
Education and Employment Rate 4 th Quarter After Exit	94.70%	62.00%	152.74%	80.00%
Credential Attainment	81.60%	77.30%	105.56%	80.00%
Wagner-Peyser:				
Employed 2 nd Quarter After Exit	70.20%	62.20%	112.86%	65.00%
Employed 4 th Quarter After Exit	65.70%	64.20%	102.34%	65.00%
Median Wage 2 nd Quarter After Exit	\$4,191.00	\$4,450.00	94.18%	\$4,800.00
Not Met (less than 90% of target)				
Met (90-100% of negotiated)				
Exceeded (greater than 100% of negotiated)				



STATE MONITORING ACTIVITY

- Federal law requires the state to develop an oversight system to monitor all workforce programs receiving federal funds.
- DEO annually develops and implements a process for monitoring LWDBs.
- Programmatic and financial monitoring was conducted concurrently.
- Corrective Action Plans to address all findings are required.



PROGRAM YEAR 2019 SUMMARY OF LOCAL FINDINGS

Program	PY 2018 Findings	PY 2019 Findings
Welfare Transition	4	2
Wagner-Peyser (RESEA, MSFW, Career Center Credentialing, MIS)	0	3
Supplemental Nutrition Assistance Program - Employment and Training	1	3
WIOA Adult / Dislocated Worker / Youth	1	1
Trade Adjustment Assistance Act	0	0
Total Findings	6	9

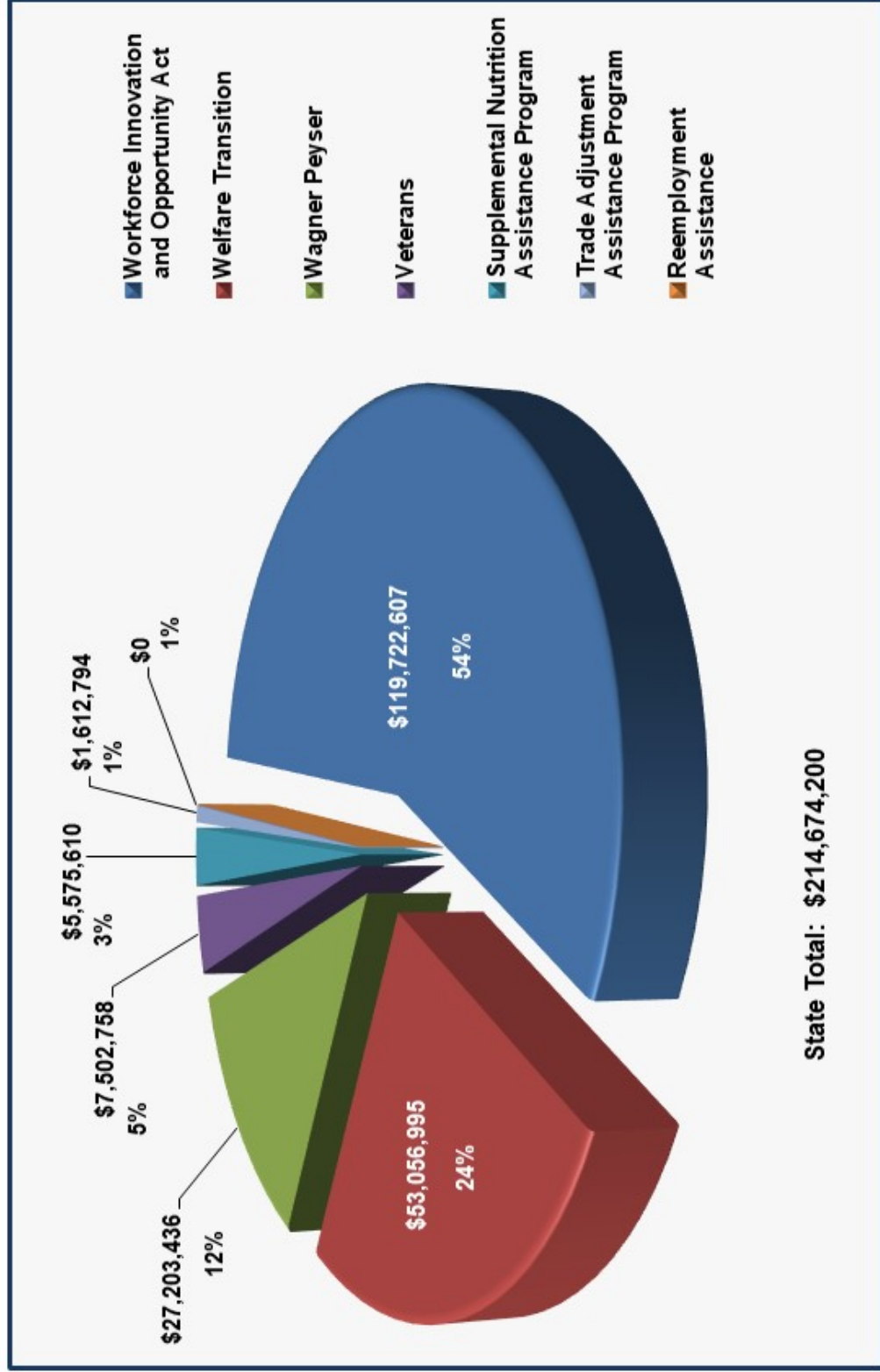


FISCAL YEAR 2019-20 SUMMARY OF THE RESULTS OF FINANCIAL MONITORING

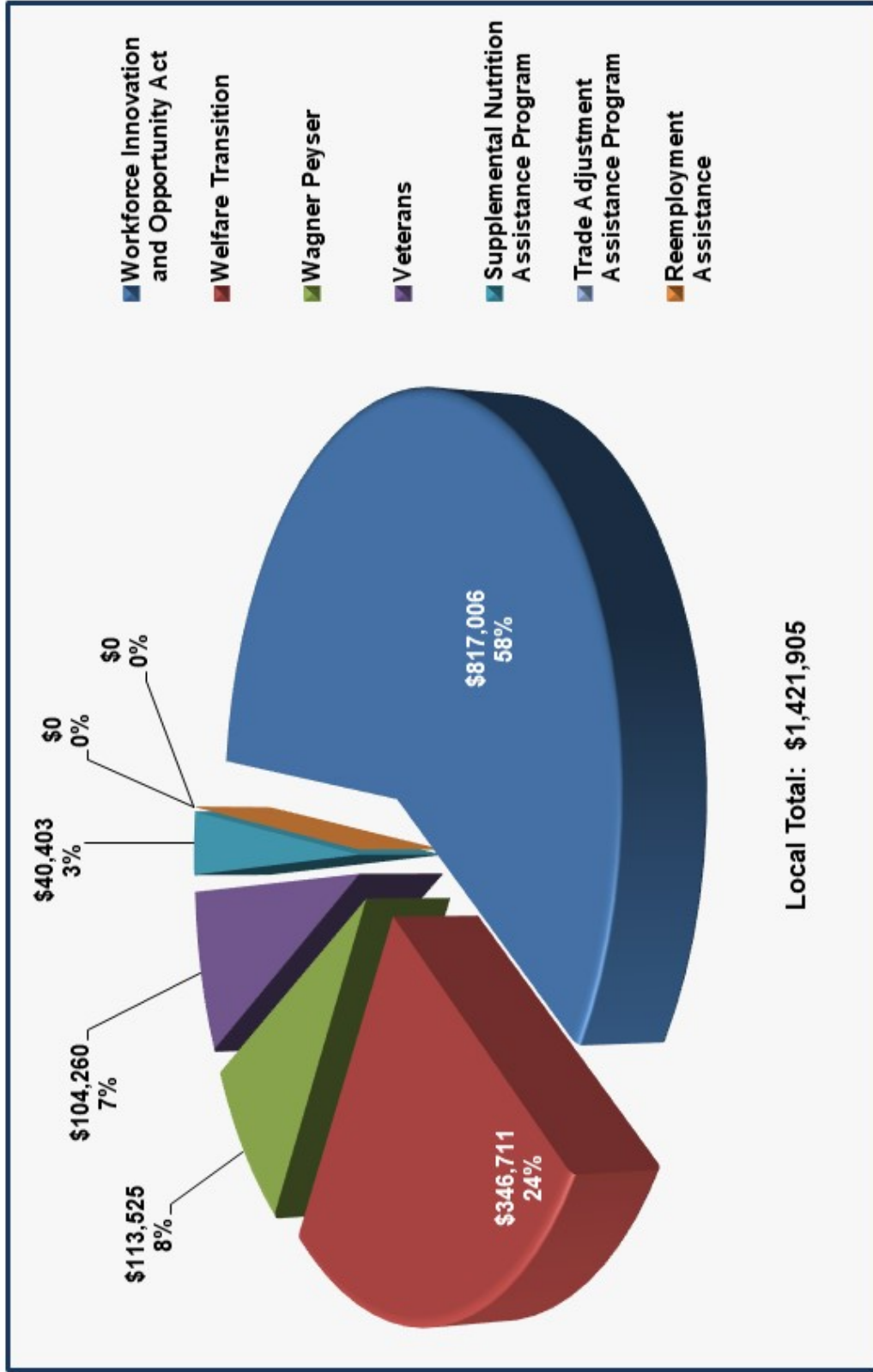
CATEGORIES	RESULTS
Findings	None
Issues of Non-Compliance	None
Observations	1
Technical Assistance	3



PROGRAM YEAR 2020 TOTAL STATEWIDE FUNDING

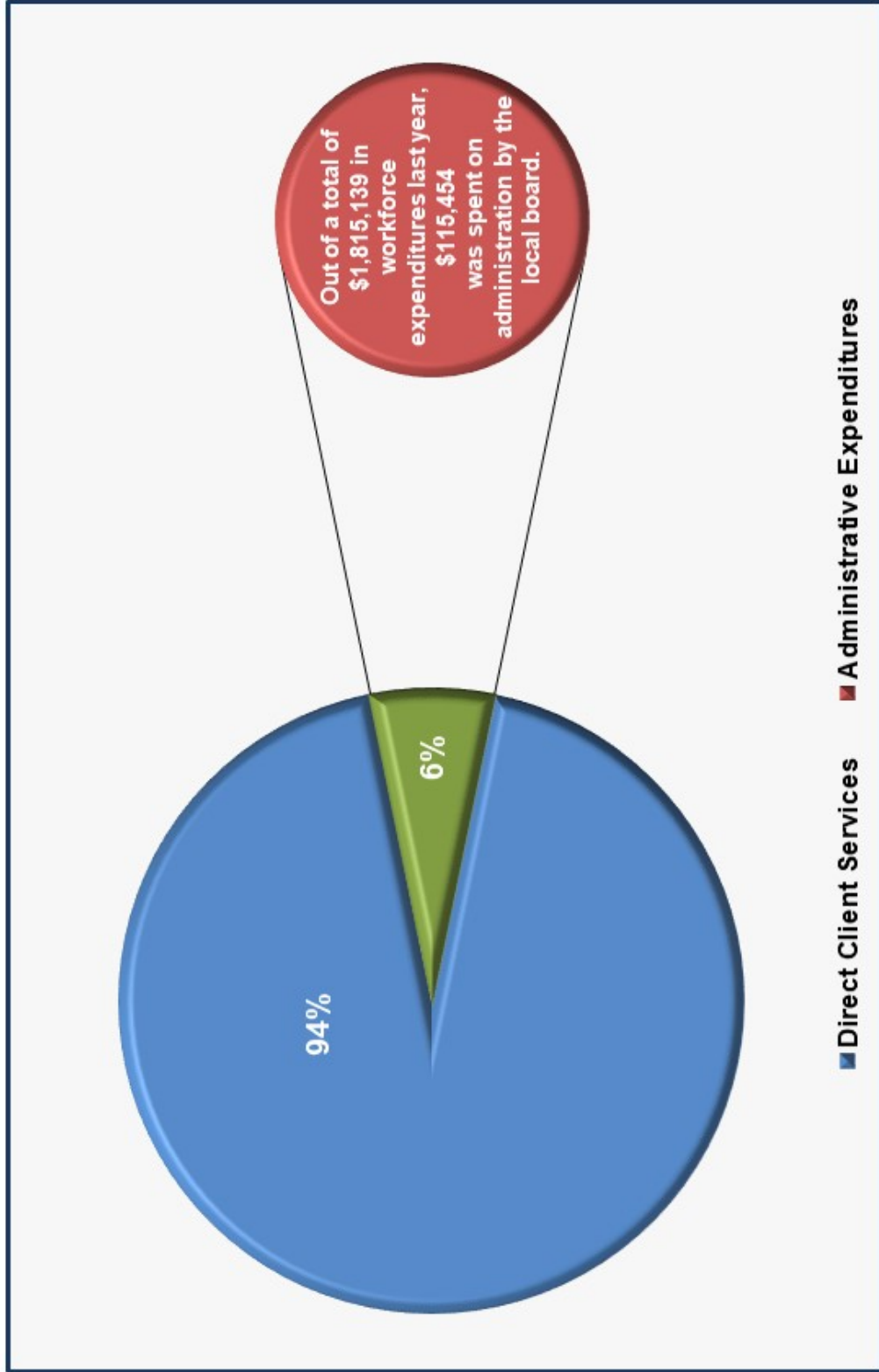


PROGRAM YEAR 2020 TOTAL LOCAL AMOUNT



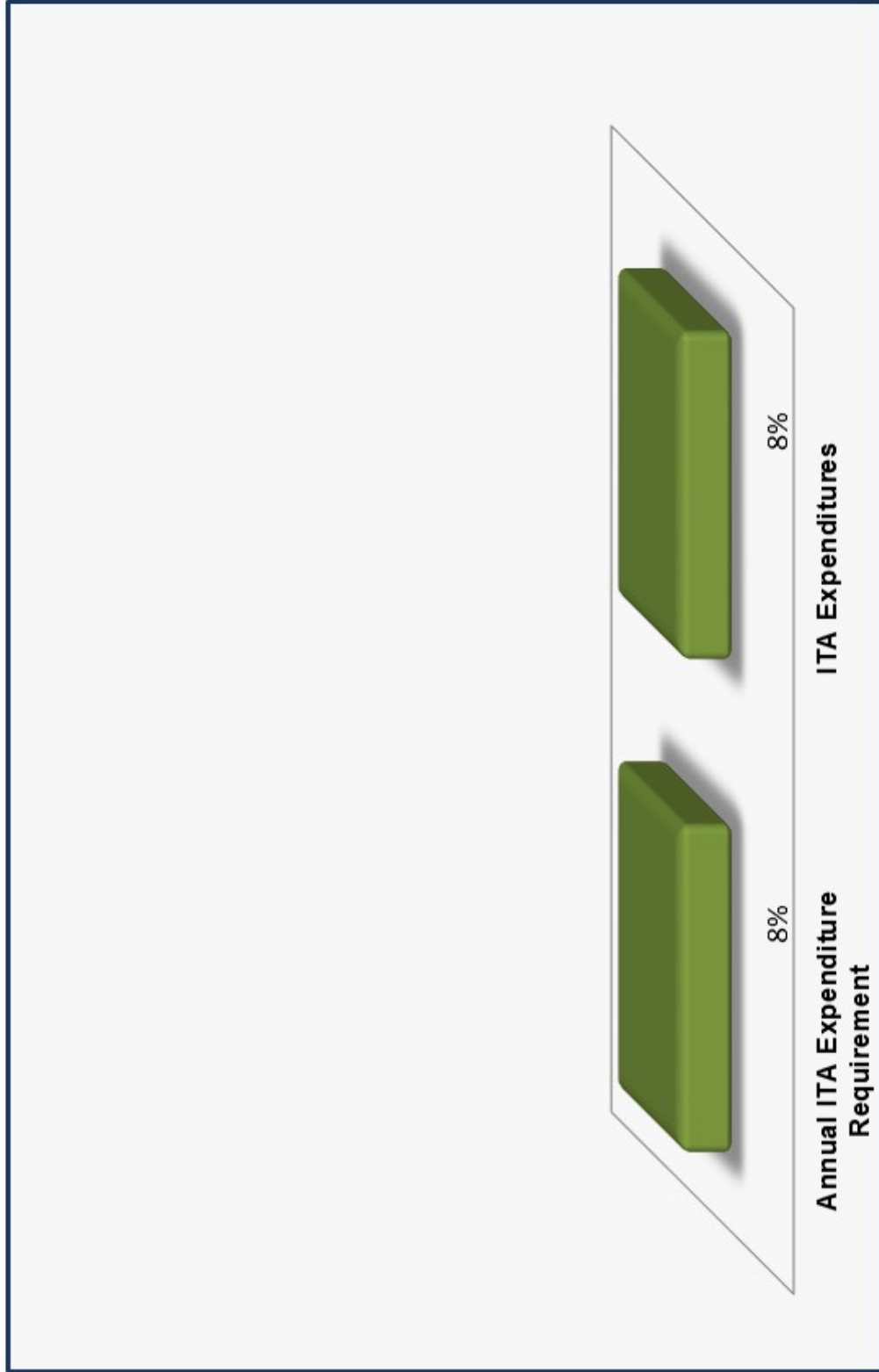


PROGRAM YEAR 2019 DIRECT CLIENT SERVICES & ADMINISTRATIVE EXPENDITURES





PROGRAM YEAR 2019 INDIVIDUAL TRAINING ACCOUNT EXPENDITURE REQUIREMENT



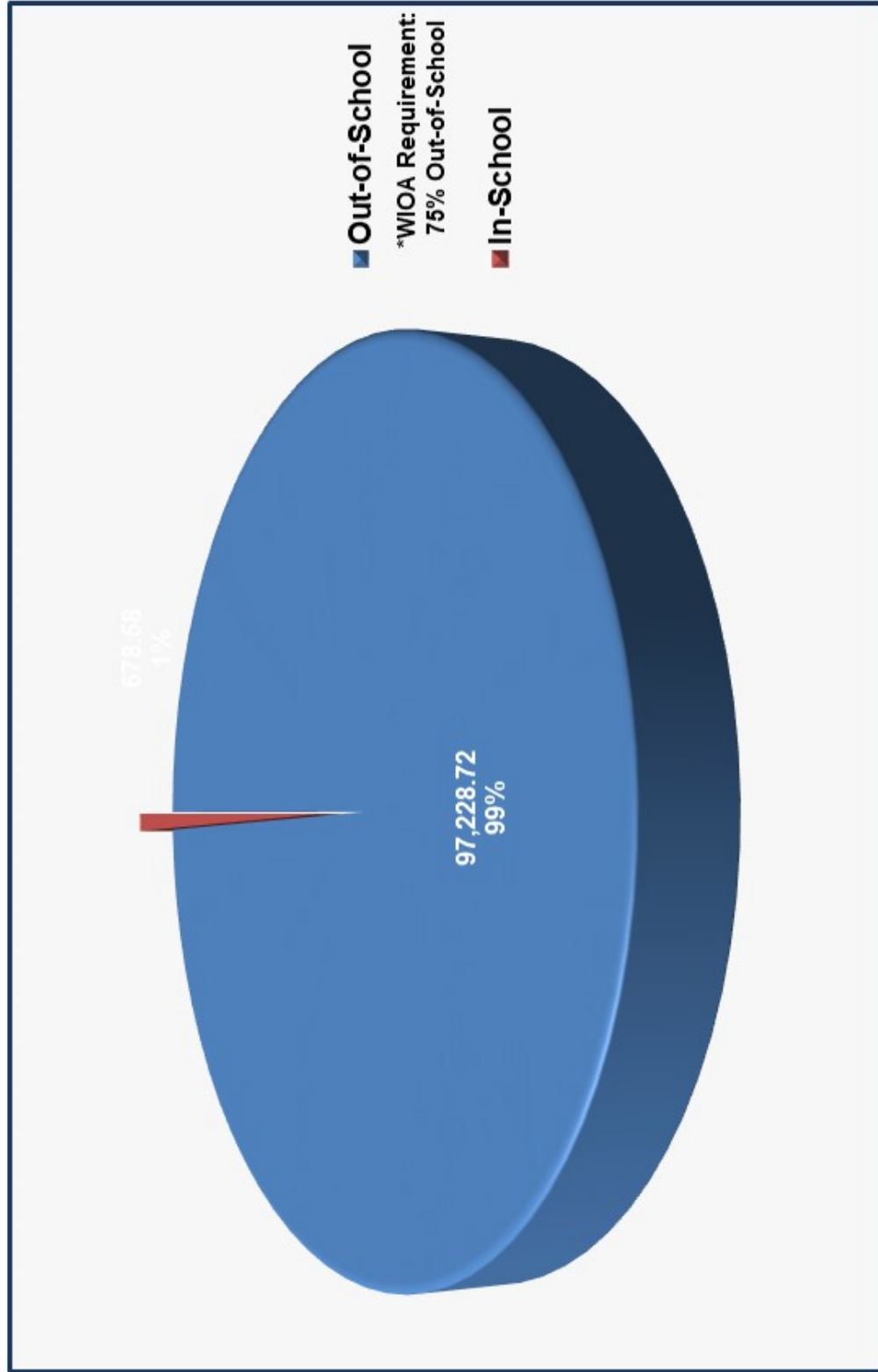


PROGRAM YEAR 2018 & 2019 WIOA WORK EXPERIENCE REQUIREMENT





PROGRAM YEAR 2019 PERCENTAGE OF EXPENDITURES ON OUT-OF-SCHOOL YOUTH





QUESTIONS





ADDITIONAL INFORMATION

For more information, please contact:

Charles Williams

Florida Department of Economic Opportunity
One-Stop and Program Support

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GENERAL MEETING MINUTES

Via Microsoft Teams/Conference Call
November 12, 2020 at 10:00 AM (CT)

CALL TO ORDER

A quorum was present and Janice Sumner, Chair, called the meeting to order. Donnie Read led the group in the Invocation and Pledge to the Flag.

The following board members were present:

Janice Sumner, Debbie Kolmetz, Raymond Russell, Travis Ephriam, Arthur Obar, Johnny Eubanks, Tracy Andrews, Larry Moore, Sarah Clemmons, Kristy Terry, Jesse Smallwood, Martha Compton, Frances Henderson.

The following board members were absent:

Donnie Read, Sandy Spear, James Sellers, Jared Banta, Ralph Whitfield, Darrin Wall, Keith Sutton, Andy Jackson.

Others present included:

Richard Williams, Lauren Morris, Deena Johnson, Rose Adams, Sara Johnson, Melody Wade, Debby Wood, Kenny Griffin – CSC Staff

Kevin Kidd, Sky Scott, Charles Chervanik – Boys & Girls Club of Tabula Rasa

PUBLIC COMMENTS

Janice Sumner asked if there were any public comments. There were none.

GENERAL MEETING MINUTES

Raymond Russell made the motion, Jesse Smallwood seconded the motion, and the vote was unanimous to approve the minutes of the September 10, 2020 general meeting.

NDWG UPDATE

Rose Adams provided an update on the Hurricane Michael National Dislocated Work Grant, stating that there were 58 participants at 14 worksites across all five CSC counties. She also shared that there were 13 participants at 6 worksites as part of the COVID-19 NDWG.

EXECUTIVE COMMITTEE REPORT

Richard Williams shared the discussion of the Executive Committee regarding in-person board meetings. He stated that previously, the board had made a motion to return to in-person meetings when the governor declared the state to be in phase three of Covid recovery. Because there were still restrictions on large gatherings even though Florida had entered phase three, the committee

requested permission from the board to continue to meet virtually until the time comes that the committee determines it appropriate to resume meeting face-to-face. The recommendation from the committee was to continue meeting virtually until the Executive Committee deems it safe to resume in-person meetings. **Arthur Obar seconded the motion made by the Executive Committee, and the vote was unanimous to accept the recommendation of the committee.**

OPPORTUNITY FLORIDA CONTRACT AMENDMENT

Richard Williams presented a request from Opportunity Florida to renew the contract between CSC and Opportunity Florida as well as amend the agreement to increase the dollar amount by \$220,000 and to adjust to automatic renewal date to align with the program year. **Tracy Andrews, Johnny Eubanks, Kristy Terry, and Arthur Obar abstained from discussion and voting. Raymond Russell made the motion, Jesse Smallwood seconded the motion, and the vote was unanimous to approve the renewal of and proposed amendments to the Opportunity Florida contract.**

REQUEST FOR FUNDS – ENDEAVOR TRANSITION TRAINING ACADEMY

Richard Williams presented a letter from the Jackson County Board of County Commissioners requesting that CareerSource Chipola purchase curriculum in the amount of \$50,000 for the training academy. Mr. Williams requested permission to negotiate with the county and the training academy in the event that the board decided to move forward with the purchase of the curriculum. He also stated that any negotiations would be brought back before the board for final approval. Dr. Sarah Clemmons asked if the request was for a one-time or recurring purchase. Mr. Williams stated it would be a one-time purchase. **After a brief discussion, Tracy Andrews made the motion, Johnny Eubanks seconded the motion, and the vote was unanimous to grant permission to Richard Williams to negotiate with the Jackson County Board of County Commissioners and the Endeavor Transition Training Academy regarding the curriculum purchase requested.**

CONTRACT WITH BOARD MEMBER CONFLICT

Richard Williams reviewed a contract with Twin Oaks Juvenile Development, Inc. in the amount of \$200,000 for services to in-school youth. The contract was awarded as part of the Services to In-School Youth ITN. Kevin Kidd, CEO of Boys and Girls Club of Tabula Rasa, presented information addressing how the contract will be executed and deliverables met for payment, as well as how program curriculum will benefit participants both now and in the future. Mr. Williams stated that the contract was also presented to the Youth Committee and that all documentation necessary to meet state and local requirements is included. He also noted that if the board approves the contract, it will be sent to the state for prior approval. **It was announced to the board that member Donnie Read has a conflict of interest and completed the state required form. Mr. Read was not present at the meeting. Arthur Obar made the motion, Raymond Russell seconded the motion, and the vote was unanimous approve the contract with Twin Oaks Juvenile Development, Inc.**

STATUS OF FUNDS REPORT

Richard Williams stated that the main issue to note is the high percentage of RESEA funds that had already been expended due to the fact that CSC does not receive enough funding from the state to cover expenses for that program. He also mentioned that unless additional funding is received, the

remaining Hurricane Michael money should last approximately six months. Mr. Williams also noted that CSC had received a request from Washington County for workers to assist in Hurricane Sally recovery and that a small amount of funding would be requested from the state for that project.

EXECUTIVE DIRECTOR'S REPORT

Mr. Williams reported the following:

- The vast majority of customer traffic is still for reemployment assistance, as is the case across most workforce regions in the state.
- The state is expecting several programs to reinstate participation requirements, which should increase the traffic coming into centers or decrease the number of participants in those programs.
- Chipola College will be staffing the placement center located on campus. CSC will work with this staff person to provide limited access to certain systems and training and support regarding CSC programs. An MOU will be implemented between the CSC and Chipola College.
- Board member Jared Banta has relocated to Birmingham, AL, and will be vacating his position on the board.

BOARD MEMBER COMMENTS

None.

ADJOURNMENT

There being no further business to discuss, the meeting was adjourned.

National Dislocated Worker Grant

Hurricane Michael Current Worksites and Workers

<u>County</u>	<u>Active Worksites</u>	<u>Current Workers</u>
Liberty	1	1
Calhoun	3	14
Jackson	8	30
Washington	1	2
<u>Holmes</u>	<u>1</u>	<u>1</u>
TOTAL	14	48

39 - General Laborer 8 - Recovery Support 1-Humanitarian
Total Individuals Placed in Temporary Disaster Relief Jobs - 243
December 31, 2020

National Dislocated Worker Grant Covid-19 Current Worksites and Workers

<u>County</u>	<u>Active Worksites</u>	<u>Current Workers</u>
Calhoun	1	4
Holmes	1	1
Jackson	4	9
<u>Washington</u>	<u>1</u>	<u>1</u>
TOTAL	7	15
10 – Disinfection Specialists 5 - Humanitarian Workers		
Total <i>Individuals Placed in Temporary Disaster Relief Jobs</i> - 28 <u>December 31, 2020</u>		

OPTIONS TO INCREASE SUPPORT/OR AND TRAINING SERVICES

Background: Based on the impact of COVID-19 and program funding levels, there is a need to provide additional assistance to participants enrolled in skills training. Listed below are options for consideration to increase funding assistance/expenditures:

- 1) The current threshold for Support Services is \$2,000 per Program Year (July 1 – June 30) and Success Coaches have an option to transfer up to \$1,000 per calendar year to the Individual Training Account (ITA) amount. The Executive Director has the authority to approve up to an additional \$1,000 over the yearly ITA amount spent for a student with reasonable cause.

Option 1 is to increase the Support Services threshold from \$2,000 to \$4,000.

- 2) The current guideline for training assistance is based upon a combination of all funding sources, including Pell grant assistance.

Option 2 is to allow CSC staff to determine the most effective combination of funding sources to ensure successful completion of the training. This determination will be made based on the individual needs of each participant. In some instances, more Pell will be used to help offset the cost of training and in other instances, the participant may need more of the Pell assistance to cover living expenses.

- 3) Current guidelines for transportation assistance are based on MapQuest mileage to/from the participant's home to the training/education institution. The amounts are:

Travel up to 150 miles per month	Value \$25
Travel up to 300 miles per month	Value \$50
Travel up to 450 miles per month	Value \$75
Travel up 600 miles per month	Value \$100
Travel up to 750 miles per month	Value \$125
Travel more than 750 miles per month	Value \$150

Option 3 is to increase the amount of transportation assistance.

Travel up to 150 miles per month	Value \$50
Travel up to 300 miles per month	Value \$100
Travel up to 450 miles per month	Value \$150
Travel up to 600 miles per month	Value \$200
Travel up to 750 miles per month	Value \$250
Travel more than 750 miles per month	Value \$300

- 4) The current guideline for Individual Training Account (ITA) assistance is capped at \$5,000 for a period not to exceed two years in a training activity.

Option 4 is to increase the ITA cap to \$7,000

- 5) The current guideline for WIOA Adult Program enrollment is set at an income not to exceed 200% of the Poverty Level.

FAMILY UNIT SIZE	100% POVERTY LEVEL	200% OF POVERTY
1	\$12,760	\$25,520
2	\$17,240	\$34,480
3	\$21,720	\$43,440
4	\$26,200	\$52,400
5	\$30,680	\$61,360
6	\$35,160	\$70,320
7	\$39,640	\$79,280
8	\$44,120	\$88,240

Option 5 is to increase the WIOA Program enrollment income threshold. This increase will align the income level within 200% of the Lower Living Standard Income Level (LLSIL) and expand services to a broader range of individuals.

FAMILY UNIT SIZE	100% LLSIL	200% LLSIL
1	\$13,601	\$27,202
2	\$22,281	\$44,562
3	\$30,580	\$61,160
4	\$37,750	\$75,500
5	\$44,549	\$89,098
6	\$52,098	\$104,196
7	\$59,647	\$119,294
8	\$67,196	\$134,392

Note: the average family unit size served is 3.

**CONTRACT WITH JACKSON COUNTY BOARD OF COUNTY COMMISSIONERS -
ENDEAVOR TRANSITION TRAINING ACADEMY CURRICULUM PURCHASE**

Background: At the November 12, 2020, board meeting, the board granted the Executive Director permission to negotiate an agreement with the Jackson County Board of County Commissioners for the purchase of curriculum in the amount of \$50,000 for the Endeavor Transition Training Academy.

Staff Recommendation: The Executive Director has worked with the Jackson County Board of County Commissioners and now requests permission to enter into an agreement with the county for the project previously discussed.