



MINUTES
BOARD OF DIRECTORS MEETING
Circle B Bar Reserve | 10:45a
4399 Winter Lake Rd - Lakeland
May 5, 2022

Members		Members		Members		Staff & Guests Present	Staff & Guests Present
Khan, Adil, Chair	P	Garner, Ginger	E	Sapp, Sherry	P	Stacy Campbell-Domineck	
Adams, John	P	Hall, Lisa	P	Sorg, David	P	Joylette Stevens	
Altieri, Jorge	P	Jantomaso, Cyndi	P	Tripp, Huston	E	Gerardo Meza	
Case, Karen	P	Lunsford, Katrina	P	Wilson, Amanda	P	Kathy Suttles	
Clark, Gary	P	McCraw, David	P	Woodard, Derrick	P	Candace Franklin	
Dimmick, Scott	P	Miller, Jr., Albert	P	Wright, Sharon	E	Barbara Mincy	
Gander, Patti	P	Olivas, Yesse A	P			LaTonya Mays	
Garcia-Falconetti, Angela	E	Rider, Melody	E			Emilisse Ortiz	

CALL TO ORDER

The meeting was called to order by Chair Khan at **10:39a**, followed by introductions of all those present. Chair Khan thanked CEO Stacy Campbell-Domineck for bringing Dr. Christopher Laney as a keynote speaker.

APPROVAL OF MINUTES

Chair Khan called for a motion to approve the Board of Directors minutes from the February 17, 2022, meeting. Gary Clark motioned, seconded by Lisa Hall. The floor opened for discussion. There was no discussion. All voted. Motion carried unanimously.

2022 PERFORMANCE PRESENTATION FOR 2021

CEO Stacy Campbell-Domineck reviewed the 2022 Performance Presentation with the board.

Gary Clark asked why CareerSource Polk spent .83% on support for veterans if 4.5% of statewide funding is for veteran support. CEO Campbell-Domineck clarified that this was a staffing grant, and that CareerSource Polk had a vacancy.

Karen Case asked how CareerSource Polk compares to other local workforce boards. CEO Campbell-Domineck directed her to the CareerSource Polk Performance Report Card in the Workforce Performance Council agenda packet.

Amanda Wilson asked if the reason CareerSource Polk had not met the 'measurable skill gains' metric in youth was from a lack of documentation. CEO Campbell-Domineck responded that CareerSource Polk staff was working information received from monitors to improve in this area.

NEW BUSINESS

Executive Committee

Recommendation: Acknowledge Lakeland Regional's intent to apply for OJT/EWT Grants

Chair Khan brought forth the recommendation for the board to acknowledge the intent of LRH to apply for a grant for statutorily mandated services. Sherry Sapp motioned. Lisa Hall seconded. The floor was opened for discussion. There was no discussion.

All voted unanimously. Motion carried.

Recommendation: Approve 3% Cost of Living Adjustment for all staff

Chair Khan directed the members to the recommendation to approve the 3% cost of living adjustment for all staff. David McCraw motioned. Gary Clark seconded. The floor was opened for discussion.

There was a question about the 5.9% COLA announced by the Social Security Administration. CEO Campbell-Domineck clarified that there was a recent 5.4% increase for state employees and that the intention behind this recommendation was to keep the salaries between CSP and DEO staff comparable.

No further discussion. All voted. Motion carried.

Recommendation: Nominating Committee for PY2022 Slate of Officers

Chair Khan directed the members to the nominating committee's recommendation for the PY2022-2023 Slate of Officers. Katrina Lunsford motioned. Derrick Woodard seconded. The floor was opened for discussion. There was no discussion. All voted. Motion carried.

Finance/Audit Committee

Recommendation: Approve Selected Audit Firm for 2022

Sherry Sapp brought forth the recommendation from the Finance Committee to approve the selected audit firm for 2022. There were no questions or concerns. Chair Khan reminded the board that CareerSource Polk can remain with the same auditing firm for up to five years. All voted. Motion carried unanimously.

Report: Budget Variance Detailed, Summary & Comments for 3rd Quarter of PY2021

Sherry Sapp directed the board to the Budget Variance Report for the 3rd Quarter of PY2021. No questions or concerns.

Report: Unrestricted Funds Report for 3rd Quarter of PY2021

Sherry Sapp directed the board to the Unrestricted Funds Report for the 3rd Quarter of PY2021. No questions or concerns.

Report: Related Party Transactions Report for 3rd Quarter of PY2021

Sherry Sapp directed the board to the Related Party Transactions Report for the 3rd Quarter of PY2021. No questions or concerns.

Workforce Performance Council

Recommendation: Approve One-Stop Operator Compliance Report 3rd Quarter PY2021

Gary Clark brought forth the recommendation on behalf of the Workforce Performance Council to approve the One-Stop Operator Compliance Report 3rd Quarter PY2021. He emphasized that partners are up to date on payments. Chair Khan opened the floor for discussion. No questions or concerns. All voted. Motion carried unanimously.

Recommendation: Approve Direct Provider of Services Report 3rd Quarter PY2021

Gary Clark brought forth the recommendation on behalf of the Workforce Performance Council to approve the Direct Provider of Services Report 3rd Quarter PY2021. Clark shared that it was a standard report and contained nothing which constituted concern to the board. Chair Khan opened the floor for discussion. No questions or concerns. All voted. Motion carried unanimously.

Recommendation: Approve Training Provider for Initial Eligibility – Webber International

Gary Clark brought forth the recommendation on behalf of the Workforce Performance Council to approve Webber International as a training provider. No questions or concerns. All voted. Motion carried unanimously.

Report: ITA Provider Expenditure Analysis 3rd Quarter PY2021

Gary Clark directed the board to the ITA Provider Expenditure Analysis for the 3rd Quarter of PY2021. He noted that the high percentage of funds going to FleetForce is indicative of the popularity of truck driving as an occupation in Polk County.

Report: Business Services Report 3rd Quarter PY2021

Gary Clark directed the board to the Business Services Report for the 3rd Quarter of PY2021. Clark noted that the question was brought up in the Workforce Performance Council about low numbers of job seekers attending in-person recruiting events in the career centers. Gary Clark asked CEO Campbell-Domineck for comment. CEO Campbell-Domineck responded that CareerSource Polk is considering not accommodating as many in-person hiring events because of the staff time it requires. She commented that this is not

an issue that is unique to CareerSource Polk and that the organization is evaluating options other than traditional recruiting events. Karen Case commented that this was in line with the Workforce Performance Council's conversation earlier in the day.

Report: CareerSource Polk Performance Report Card

Gary Clark directed the board to the CareerSource Polk Performance Report Card. Clark asked CEO Campbell-Domineck for comment. CEO Campbell-Domineck stated that the entered employment statistic reflects the current labor market.

Report: CareerSource Polk Customer Traffic 3rd Quarter PY2021

Gary Clark directed the board to the CareerSource Polk Customer Traffic Report for the 3rd Quarter. Clark commented that the low customer traffic reflects the low unemployment rate of the area.

Report: CareerSource Polk Customer Concerns 3rd Quarter PY2021

Gary Clark directed the board to the CareerSource Polk Customer Concerns for the 3rd Quarter. He noted that there was only one concern, and it was resolved.

Youth Development Council

Recommendation: Request approval for the LevelUP Tech¹⁰ Boot Camp

Katrina Lunsford brought forth the recommendation on behalf of the Youth Development Council to approve the LevelUpTech¹⁰ Boot Camp. This program would increase CareerSource Polk's commitment to improving opportunities for youth in the tech field. Gary Clark asked how many students CareerSource Polk expects to participate. CEO Campbell-Domineck responded that she is expecting to host 10 students in each career center, but that Barbara Mincy has already confirmed the interest of at least 15 students and that she is working with partners about the possibility of using host sites. CEO Campbell-Domineck said that CareerSource Polk has 300 Google scholarships to use. LevelUpTech¹⁰ would be designed for out-of-school youth, with 10 weeks of paid classroom learning time and 10 weeks of working with employers. She also asked to raise the hourly wage from \$10/hr to \$15/hr to be consistent with CareerSource Polk's other youth programs. Gary Clark asked about CareerSource Polk's efforts to publicize this program. CEO Campbell-Domineck responded that the organization is creating flyers and promoting it on social media. She noted that Derrick Woodard had agreed to help CareerSource Polk connect with potential host sites. Derrick Woodard shared that his goal was to partner with area principals to allow for CareerSource Polk to use schools' computer labs over the summer without cost. Gary Clark commented that the challenge is to engage youth and the overall community in these opportunities. Chair Khan clarified with the board that CareerSource Polk is amending the proposal to increase the wage to \$15/hr. He asked who will be facilitating the training. CEO Campbell-Domineck responded that Coursera will be facilitating the training, although CareerSource Polk will always have staff present in the room to help keep the youth motivated and answer their questions throughout the training.

Chair Khan called for a vote to approve LevelUpTech¹⁰ with the amendment. All voted. Motion carried.

Report: Youth Services 3rd Quarter Report PY2021

Katrina Lunsford directed the board to the Youth Services Report for the 3rd Quarter. There was no discussion.

Strategic Doing Sessions

The board engaged in Strategic Doing Sessions to lay the foundation for the Strategic Plan development process.

Public Comment and Closing Remarks

Chair Khan asked for comments. There were no comments.

Meeting adjourned at 12:45p



Scott Dimmick, Secretary/Treasurer