

Minutes  
CareerSource Northeast Florida Executive Board Meeting  
June 27, 2018

A meeting of the FCWD, Inc., Executive Board was called to order by Chair Darryl Register on Wednesday, June 27, 2018 at 9:03 a.m. at the CSNEFL Corporate Office, 1845 Town Center Boulevard, Fleming Island, Florida. The following members participated, representing a quorum:

Darryl Register	Dan Vohs	Elaine Johnson
Lad Daniels	Joe Pickens	Jake Schickel

Excused: Eda Edgerton

Staff: Bruce Ferguson, Jay Loy, Steven Dionisio, Dianna Davis, Terri Singleton and Diane Nevison

Others: None

**Public Comment:** None.

**\*Action Items**

**\*Approval of Minutes**

**Motion made by Dan Vohs and seconded by Elaine Johnson to move approval the March 21, 2018 Executive Board minutes as written; motion carried.**

**\*Approval of FCWD Inc. Budget PY 2018-2019**

Staff reviewed the proposed budget for PY 2018-2019. The WIOA funding stream is slightly ahead of last year. Dislocated workers took a 7.5% cut versus 10% that was originally anticipated and with additional funds for youth and adult we have a positive of \$96,000 (a nice and helpful surprise). TANF (welfare transition) is at level funding (last year we took a \$625,000 cut and it stayed level this year). Staffing and cost adjustments were made to get us to that level. An interesting piece about TANF is our active caseloads are half of what they were last year region wide. Training money has been allocated into this budget (last year little or no training was done due to that huge TANF cut and getting ourselves adjusted). We have budgeted WIOA carryforward of 20% (the maximum allowed by federal statute) giving us a cushion in case there are major budget cuts next fiscal year. We have carry forward coming in this year at an estimated \$1.57 million but that can change depending on the contracts that come in and those numbers

can only go upward (additional carryforward is plugged into our training line item). Salary and benefit expenses are \$8.7 million (\$500,000 less than last year through attrition and retirements). We are down 15 FTE this fiscal year; vacancies are not filled and people are moved from other offices to fill any needs. At this point we are appropriately staffed. However this coming year as positions become available, we will look to see if they are needed and fill them as needed. This year we have budgeted for training, \$800,000 for customized training and \$1,029,000 for participant training/traditional individual scholarships (\$450,000 to \$500,000 of that amount has been committed to carry currently enrolled student through the rest of their program). Additional people will be put into training during the fall and winter terms. If the demand is high, we will reduce work experience or customized training in order to hit our 50% training requirement. We will continue to ask for the waiver down to the 40% level and we have easily met that these past 2 years. Our cost allocation for TANF will be slightly different due to the reduced caseloads. It will carry less burden as a funding stream for all of our costs allocations next year because most of our cost allocation is based on our client count within each program and that means WIOA will start to carry a little bit more burden. We will need to see how it plays out throughout the year and adjustments made if needed. We are confident in what we have presented. We are staffed appropriately and we have the right training mix to meet all our requirements. Any questions?

Question - Lad: What is the difference between our staffing head count now and at the height of the recession (2009-2010)? Reply: We can go back and get that number for you.

Question - Lad: Have there been any changes in SNAP under the new administration? Reply: Not with the SNAP population we serve, which are able-bodied adults between 18-49 with no children. That is a finite caseload group and as of yesterday, our SNAP caseload in the 6 county area was 237 people (a third of what it was 1.5 years ago).

Question – Lad: Are there any changes in the other WIOA categories? Reply: We do not know...that is all DCF and we do not see that.

Bruce stated there has been a proposal from the Office of Management and Budget in DC to consolidate some federal agencies. Two programs they consolidate are Education and the Department of Labor into a new department of Education and the Workforce (the white paper on that will be put into the January Board packet). That is way down the track and it is a reasonable proposition in terms of what they are looking at and it could impact us. This has been attempted

in the past but did not go anywhere. The good news in all that is the people that we have in SNAP are being put into training and they are learning skills to get them on a path to work and we have the money to do that since our case loads are down.

Question: How does this year's \$19.5 million budget compare to the last 2 years? Reply: Last year it was \$20.8 million and the difference is a couple of major grants that end Friday, meaning we have level funding. Two years ago we had more because we took that huge TANF hit.

Comment: The most funding we ever had was \$25 million. Reply: In my tenure yes. When welfare-to-work first started (late '90's early 2000's), we were between \$24-\$27 million. Those days are long gone.

Question: Since offices are leased, what is office maintenance? Reply: That is a misnomer on my part. It is not actual repairs to facilities but rather when offices move location or spaces are redesigned the cost is to move the cubes, set up and reset the space.

**Motion made by Lad Daniels and seconded by Dan Vohs to move acceptance the FCWD Inc. Budget PY 2018-2019; motion carried.**

#### **\*Youth Contract Approvals**

Three annual renewal youth contracts exceeding \$500,000 are being presented for approval. This is a CSNEFL requirement and not a requirement of any other regulatory agency. Each service provider met or exceeded performance goals. Performance goals are reflected in 3<sup>rd</sup> quarter performance outcomes (an internal scorecard that will be emailed to the Executive members). This is the last year of the renewal and an ITN will be released this coming year; current vendors can reapply. The St. Johns County School District (FCTC) contract has a typo in the amount noted on the agenda item summary page. The correct amount is \$870,000. Our two measures are youth employed at 2<sup>nd</sup> and 4<sup>th</sup> quarter after exit from the program. Our performance target for 2<sup>nd</sup> quarter was 75% and as of March 31<sup>st</sup> we are at 85% and the target for employed at 4<sup>th</sup> quarter is 68% and we are almost at 81%. We are ahead of the state average on the 2<sup>nd</sup> quarter and a tad under for the 4<sup>th</sup> quarter.

**Motion made by Jake Schickel and seconded by Dan Vohs to move approval the 3 WIOA 2018-2019 youth contracts as presented: 1) The St. Johns County School District (First Coast Technical College) contract for \$870,000; 2) Generation: You Employed contract for \$900,000; and 3) Eckerd Youth Alternatives contract for \$900,000; motion carried.**

**Next Meeting Date**

The next meeting of the Executive Board is Wednesday, August 22, 2018 at 9 a.m. at the Corporate Office, 2145 Town Center Blvd., Suite 250, Fleming Island, FL. An Outlook Invite will be emailed to members.

The next Full Board meeting is Thursday, July 26, 2018 from **9:30 a.m. to 11:00 a.m.** at the University of North Florida, Adam W. Herbert University Center, and 12000 Alumni Drive, Jacksonville, FL.

**Adjournment**

The meeting adjourned at 9:25 a.m.