

Minutes
CareerSource Northeast Florida Executive Committee Teleconference Meeting
June 24, 2020

A teleconference meeting of the FCWD, Inc., Executive Committee meeting was called to order by Chair Elaine Johnson on Wednesday, June 24, 2020 at 9:09 a.m. The following members participated, representing a quorum:

Elaine Johnson	Jake Schickel	Darryl Register
Clay Lyons	Eda Edgerton	Dr. Joe Pickens
Wayne McClain		

Staff: Bruce Ferguson, Cheryl Taylor, Jay Loy, Steven Dionisio, Dianna Davis, Ron Whittington and Diane Nevison

Public Comment: None.

Welcome: The Chair welcomed Wayne McClain as a new member of the Executive Committee. Mr. McClain is honored to be on the committee representing Putnam County.

***Approval of Minutes**

Motion made by Jake Schickel and seconded by Darryl Register to move approval the May 27, 2020 Executive Committee minutes as presented; motion unanimously carried.

***Approval of Out-of-School Youth Contracts PY 2020-2021**

Three annual renewal out-of-school (OSY) youth contracts exceeding \$500,000 are being presented for approval. Eckerd Youth Alternatives, Inc., Generation: You Employed, Inc., and St. John's County School District designated for First Coast Technical College). Each contract met or exceeded performance goals. There are no material changes to the contracts. **Motion made by Jake Schickel and seconded by Clay Lyons to move approval the 3 WIOA 2020-2021 OSY youth contracts as presented: 1) Eckerd Youth Alternatives \$600,000; 2) Generation: You Employed \$600,000; and The St. Johns County School District (designated for First Coast Technical College) \$600,000; motion unanimously carried.**

***Approval of FCWD Inc. Budget PY 2020-2021**

The proposed FCWD Inc. budget for PY 2020-2021 was reviewed. All major funding streams were level to slightly increased. An additional \$900,000 was received in emergency grant funds for our response to the COVID-19 pandemic that were used to employ dislocated workers (through Oasis staffing) at food banks and in our centers (taking temperatures, assisting with clean up and sanitization of equipment, doors, etc.). Funding challenges are TANF and SNAP; caseloads increased 300% and 3000% respectively with no additional funds received to manage this increase. There are 131 FTE's in this budget versus 137 last year. The salary/fringe line items include an average 3.5% across the board base salary increase based on recommendations from the recent salary survey from Evergreen Solutions. There is also 4% budgeted for staff incentive payments to be made based on performance reports in the fall. The EVP position (from the succession planning process) was added to the budget, and the ITA (individual training accounts) and consultant professional line items were increased. The budget is balanced. Question: Would the increase in consultant fees take the place of some FTE's you were going to hire? Yes, we have contracted with Ron Whittington, of Whittington PR, who has

filled Candace Moody's communication and media role. Question: Can money from the other funding streams be used for SNAP? It depends on our cost allocation plan. Some funds can be used in other funding pots, but not this one. Question: How much is there in carryforward? There is some WIOA carryforward; adult funds can be carry forward from one year to the next. This is a projection and the year-end close out is in August. Youth, adult and dislocated worker funds are a 2 year grant with most being spent the first year and carryforward used to bridge the gap. Any extra carryforward is put into training (a high demand area). **Motion made by Clay Lyons and seconded by Eda Edgerton to move approval the FCWD Inc. Budget for PY 2020-2021 as presented; motion unanimously carried.**

Career Center Operations Update

Operational Status and Statistics: Center appointment numbers were reviewed. For the week June 15-19, the 290 number is actually 1,000 people (on the phone and in the centers). There have been no capacity issues. There will be an increase in the centers when the unemployment job search requirement expires July 5th (another waiver is not anticipated). The slow and steady lets us refine the process. The one-hour appointment time is not enough and we are looking at how we can increase that time frame especially if filing unemployment claims.

Job orders are ticking up (1,419 in May and through current we are at 1,800).

Our regional unemployment rate for May is 11.2% and the state is 14.3%. However, tourist areas are higher (Orlando is 22% and Broward is 16%). Our region is down 50,000 jobs from May 2019 to May 2020 and the state is down 850,000; leisure and hospitality industries have the biggest losses.

TANF challenges: There were 500 mandatory participants in March and 1,600 in June. TANF funding is level. We will use more virtual/automated services (appointments, phone, electronic signatures, etc.) to handle the increase.

SNAP challenges: There were 400 applicants receiving SNAP benefits in March and 14,000 in June. That number will go down as people get called back to work. We will use more virtual and automated services to try and handle the caseloads. It will be a work in progress. There is a lot we will not be able to do and will need to refer them to our on line help. Our SNAP budget for the year is \$425,000 and next year will also be a challenge since funding is based on formula and the economy and even though there is a pandemic, our region is doing better than the others in the state.

Staff is doing the best that we can to augment staff and handle the increases. Hopefully jobs will come back. Job fairs are being held. CSNEFL and JAXUSA is cohosting a virtual job fair with 20 employers this Thursday or Friday, and Florida Blue is hiring 1,000 people in customer service and claims areas. There was also good discussion on EDC projects in the region.

Question: Have the unemployment filing issues the region was experiencing been corrected and going forward how do we let people know we are not the unemployment office? The unemployment filing issues was statewide and has cleared up a great deal. CSNEFL helps individuals get a job and does not help people file for benefits, however when people are in our office using the computers to claim weeks in order to keep their benefits current, that is okay. We generally help them understand that we cannot help them file claims.

The committee then discussed compensation for the CEO. The base salary was raised 3% and a one-time incentive in the amount of \$4,000 was approved.

Next Meeting Dates

Full Board “Teleconference” Meeting: July 23, 2020, 9:30-11:00 a.m. It will be a teleconference meeting and not held at UNF.

Executive Committee Teleconference Meeting: August 26, 2020, 9-10:30 a.m., CSNEFL Corporate Office, Fleming Island, FL.

Adjournment: 9:50 a.m.