



**DRAFT**

**Consortium and Board of Directors Meeting  
Seminole State College/Heathrow Campus (Room 138)  
1055 AAA Drive, Heathrow, FL**

**Thursday, December 13, 2018  
9:00 a.m.**

**MINUTES**

**CONSORTIUM MEMBERS PRESENT:** Leslie Campione, Brandon Arrington, Al Butler and Lee Constantine

**CONSORTIUM MEMBERS ABSENT:** Mayor Demings

**BOARD MEMBERS PRESENT:** Debbie Clements, Andrew Albu, Steve Ball, William D’Aiuto, Keira des Anges, John Gill, Nicole Guillet, John Gyllin, Mark Havard, Eric Jackson, Leland Madsen, Sheri Olson, Kathleen Plinske, David Sprinkle, Jim Sullivan, Richard Sweat, Jane Trnka, Eric Ushkowitz, Jody Wood, Matt Walton and Mark Wylie

**BOARD MEMBERS ABSENT:** Greg Beliveau, Paul Bough, Wendy Brandon, Glen Casal, Jeff Hayward, John Pittman, Al Trombetta and Larry Walter

**STAFF PRESENT:** Pam Nabors, Mimi Coenen, Leo Alvarez, Lisa Burby, Nilda Blanco, Steven Nguyen, Alexis Echeverria, Terrence Hightower, Sean Masherella, Kristine Concepcion, Darlene Davis, Janet Saunders and Kaz Kasal

**GUESTS PRESENT:** Cora Miles-Powell and Michael Powell / Powell Fire Sprinkler System, Inc.; Georgia Lorenz / Seminole State College; Debbie Rodriguez / iBuild Central Florida; Tim Smith / Wharton-Smith; Arlene Hanson/Department of Economic Opportunity; Andrew Mai / Osceola County; Belinda Kirkegard / City of Kissimmee; David Ramos / Avionica; Yvette Hernandez / Goodwill Industries of Central Florida; and Thomas Wilkes / GrayRobinson

Agenda Item	Topic	Action Item / Follow Up Item
<b>Business Matters for the Consortium</b>		
1	<p><b>Welcome</b></p> <ul style="list-style-type: none"> <li>• Ms. Clements, CSCF Board Chair, called meeting to order at 9:11 am.</li> <li>• Dr. Georgia Lorenz, President, Seminole State College, provided a brief overview of Seminole State College.</li> </ul>	
2	<p><b>CSCF Spotlight Story</b></p> <ul style="list-style-type: none"> <li>• Mr. and Ms. Powell, Powell Fire Spinkler System, Inc., provided a success story on how CSCF’s recruitment and On-the-Job Training support resulted in filling a key position at their company.</li> </ul>	

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3	<b>Roll Call / Establishment of Quorum</b> <ul style="list-style-type: none"> <li>• Ms. Kasal reported quorum present on both Consortium and Board.</li> </ul>	
4	<b>Public Comment</b> <ul style="list-style-type: none"> <li>• None offered.</li> </ul>	
5	<b>Approval of Minutes</b> Commissioner Campione, Acting Chair, asked for approved of minutes from following meeting: <ul style="list-style-type: none"> <li>• 6/21/18 Consortium Meeting</li> </ul>	<b>Commissioner Butler made a motion to approve the minutes from the 6/21/18 Consortium meeting; Commissioner Constantine seconded; motion passed unanimously.</b>
6	<b>Nomination of New Chair / Vice Chair Commissioner</b> Commissioner Campione asked the Consortium for nominations for: <ul style="list-style-type: none"> <li>• Chair of Consortium</li> <li>• Vice Chair of Consortium</li> </ul>	<b>Commissioner Arrington made a motion to approve his nomination of Commissioner Campione to Chair of the Consortium; Commissioner Butler seconded; motion passed unanimously.</b>  <b>Commissioner Arrington made a motion to approve his nomination of Commissioner Constantine to Vice Chair of the Consortium; Commissioner Butler seconded; motion passed unanimously.</b>
7	<b>Appointments of Regional Workforce Board</b> <ul style="list-style-type: none"> <li>• Craig Ducharme – Sumter County Business Seat</li> </ul>	<b>Commissioner Butler made a motion to approve appointment of Mr. Craig Ducharme to represent Sumter County Business Seat on the CareerSource Central Florida Board; Commissioner Arrington seconded; motion passed unanimously.</b>
8	<b>Adjournment of Consortium</b> <ul style="list-style-type: none"> <li>• Consortium adjourned at 10:27 am.</li> </ul>	

Agenda Item	Topic	Action Item / Follow Up Item
<b>Business Matters of the Board</b>		
1	<p><b>Consent Agenda</b></p> <ul style="list-style-type: none"> <li>Ms. Clements asked the Board if any item on consent agenda, as listed below, should be moved to action item portion of agenda.</li> </ul> <p>Consent Agenda:</p> <ul style="list-style-type: none"> <li>Draft Minutes of 9/27/18 Board Meeting</li> <li>Training Provider – Request for Approval</li> </ul>	<p><b>Mr. Jackson made a motion to approve all items on the consent agenda. Mr. Ushkowitz seconded; motion passed unanimously.</b></p>
2	<p><b>Information</b></p> <p>Chair’s Report</p> <p>Ms. Clements provided the following highlights:</p> <ul style="list-style-type: none"> <li>Encouraged Board to partake in CSCF activities, especially in areas not familiar.</li> <li>Encouraged Board to read monthly newsletter “The Board Source” to keep updated on CSCF news.</li> </ul> <p>President’s Report</p> <p>Ms. Nabors provided highlights from the President’s Report (attachment).</p> <p><b><u>Committee Reports</u></b></p> <p>Executive Committee:</p> <ul style="list-style-type: none"> <li>Ms. Clements, Executive Committee Chair, stated Committee met on 10/25/18 and approved to increase the budget for build-out cost for the new CSCF Lake Office to not exceed \$200,000; and to contract with Interstruct Commercial Construction for the build-out located in Lake Sumter State College Foundation Building</li> <li>The Committee also met on 12/5/18 and recommended adding new training providers to CSCF’s matrix, which has been approved by the Board under Consent Agenda section earlier in this meeting. The Committee also discussed CSCF’s West Orange office – its upcoming lease expiration and search for alternative locations.</li> </ul>	

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	<p>Revenue Diversity Ad Hoc:</p> <ul style="list-style-type: none"> <li>Mr. Jackson, Revenue Diversity Ad Hoc Committee Chair, stated the Committee met on 10/24/18 and reviewed Ticket To Work 1<sup>st</sup> quarter results and youth pilot program in construction. Mr. Mark Brewer, President, Central Florida Foundation, joined the Committee and has provided recommendations to strengthen CSCF’s profile to appeal to investors.</li> </ul> <p>Audit Committee:</p> <ul style="list-style-type: none"> <li>The Committee will meet jointly with the Finance Committee on 1/31/19.</li> </ul> <p>Community Engagement Committee:</p> <ul style="list-style-type: none"> <li>Ms. Wood, Community Engagement Committee Chair, reported the Committee met on 11/6/18. The Committee reviewed and provided input on Edelman’s work on CSCF’s master narrative. The Committee will meet again on 1/14/19 to review revised master narrative based on Committee’s feedback.</li> </ul> <p>Career Services Committee:</p> <ul style="list-style-type: none"> <li>Dr. Plinske, Career Services Committee Chair, reported the Committee met on 11/15/18 and reviewed results of scorecard through 9/30/18. Dr. Plinske referred to action memo “New Proposed Impact Model – Funds Adjustment” (attachment) and stated the Committee approved staff’s recommendation, as per memo, and adjust impact model by reallocating \$1.2M in training funds from Construction to Healthcare, Trade &amp; Logistics and IT &amp; Finance. Next meeting is scheduled for 1/24/19.</li> </ul> <p>Finance Committee:</p> <ul style="list-style-type: none"> <li>Mr. Ushkowitz, Finance Committee Chair, stated the Committee will meet on 1/31/19, as previously stated.</li> </ul>	<p><b>Dr. Plinske made a motion to approve reallocation of training funds from Construction to Healthcare, IT/Finance and Trade &amp; Logistics, as presented. Mr. Sullivan seconded; motion passed unanimously.</b></p>



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	Governance Committee: <ul style="list-style-type: none"> <li>• Mr. Wylie, Governance Committee Chair, stated Committee will meet on 1/9/19.</li> </ul>	
	Finance Report <ul style="list-style-type: none"> <li>• Mr. Alvarez, Chief Financial Officer, reviewed financials through 10/31/18.</li> </ul>	
3	<p><b>Insight Panel Discussion on Construction Trends</b></p> <p>Moderator: Mark Wylie, CSCF Board Member &amp; Vice Chair, and President/CEO, Central Florida Chapter Associated Builders and Contractors, Inc.</p> <p>Panelists:</p> <ul style="list-style-type: none"> <li>• Andrew Albu, CSCF Board Member and President, Albu &amp; Associates, Inc.</li> <li>• Debbie Rodriguez, Founder &amp; President, iBuild Central Florida</li> <li>• Jim Sullivan, CSCF Board Member and Training Director, Central Florida J.A.T.C.</li> <li>• Tim Smith, Executive Vice President, Wharton-Smith, Inc.</li> </ul> <p><b><u>Panel Discussion</u></b>            Mr. Wylie facilitated discussion with panel on future of the workforce in construction. Topics included challenges and potential solutions to include: addressing short supply of construction workers, attracting more youth into construction, raising awareness of growth opportunities and career paths, and changing the stigma about construction.</p>	
4	<p><b>Other Business</b></p> <ul style="list-style-type: none"> <li>• None offered.</li> </ul>	
5	<p><b>Adjournment</b></p> <ul style="list-style-type: none"> <li>• Meeting adjourned at 11:45 am.</li> </ul>	

Respectfully submitted,  
 Kaz Kasal  
 Executive Coordinator