

Governance Committee Meeting
 CareerSource Central Florida
 390 N Orange Ave., Suite 700, Orlando, FL 32801

Wednesday, March 1, 2017 / 2:00 p.m.

MINUTES

MEMBERS PRESENT: Robert Brown, Greg Beliveau, Debbie Clements, Eric Jackson and John Gill

MEMBERS ABSENT: Rick Walsh

STAFF PRESENT: Pam Nabors, Leo Alvarez, and Kaz Kasal

Agenda Item	Topic	Action Item / Follow Up Item
1	Welcome Mr. Brown called the meeting to order at 2:05 pm and welcomed those in attendance.	
2	Roll Call / Establishment of Quorum Ms. Kasal reported that there was a quorum present.	
3	Public Comment None Offered.	
4	Approval of Minutes A. 11/9/16 Governance Committee Meeting	Mr. Jackson made a motion to approve the minutes from the 11/9/16 Governance Committee meeting. Mr. Gill seconded; motion passed unanimously.
5	Information/Discussion/Action Items	
	<p><u>Board Strategic Planning – Prep for Retreat</u> Ms. Nabors stated that Ms. Shelley Lauten, Consultant, will be the facilitator at the Board Retreat occurring on 4/26/17 and the following will be covered at the Retreat:</p> <ul style="list-style-type: none"> • Board’s feedback from their first-hand observations of CSCF’s services. • Mr. Tony Carvajal, Executive Vice President of the Florida Chamber Foundation, will present on the Florida 2030 report as it relates to the workforce in Central Florida. • Discussion points from the 2/27/17 Joint Executive Committees’ meeting on regional opportunities with data sharing, connecting the talent pool and advocacy. <p>Ms. Nabors stated that all of the above information will help the Board determine how CSCF moves forward in its role as a “backbone” and “workforce intelligence” organization and shape the strategic objectives accordingly.</p> <p>The Committee also discussed the region’s economic trends, opportunities and challenges; and how workforce development</p>	

	<p>needs to be part of local economic development planning. Ms. Nabors stated she will invite Mr. Tim Giuliani, President & CEO of Orlando Economic Partnership, to the Retreat. (<i>Orlando Economic Partnership is the newly merged organization of Central Florida Partnership and Orlando Economic Development Commission</i>).</p>	
	<p><u>Board Composition for PY 17-18</u> Ms. Nabors relayed that she is in the process of reaching out to those Board Members whose seats are expiring on 6/30/17 to see if they plan to continue serving another term. Additionally, Ms. Nabors is reviewing a candidate for the vacant Orange County business seat and a replacement for the labor seat, of which Mr. Jack Plettinck has stated he will need to step down.</p>	<p><i>Ms. Nabors stated she will provide a proposed PY 17-18 Board Roster for review at the next Governance Committee meeting in readiness for the Consortium's approval at the joint meeting of the Consortium and Board in June.</i></p>
	<p><u>Slate of Officers - Discussion</u> The Committee reviewed and discussed slate of officers and possible candidates for PY 17-18. The Committee concurred to review and finalize proposed slate of officers at the next Governance Committee meeting in readiness for the Board's approval at the joint meeting of the Consortium and Board in June.</p>	
	<p><u>Enterprise Risk Update</u> Mr. Alvarez stated that the Enterprise Risk Committee met on 2/27/17 and reassessed the top ten risks facing the organization, which is reflected on the "Enterprise Risk Management" memo (attachment). Mr. Alvarez reviewed the matrix, each of the risks, and risk level compared to six months ago. The overall risk matrix levels have flattened out in comparison to six months ago. Risk #9 is currently the only risk at level 4 (red) due to anticipated budget decreases and the overall uncertainty due to the political climate.</p> <p>The Committee discussed revenue diversity strategies with grants and especially private dollars to help mitigate risk of #9. In response to the terrorism rider inquiry from the previous Governance Committee meeting, Mr. Alvarez stated that CSCF has a terrorism rider under its insurance policy.</p>	<p><i>At the 4/19/17 Executive Committee Meeting, Mr. Brown will propose the Executive Committee be tasked to lead discussion on revenue diversification in budget.</i></p>
<p>6</p>	<p>Other Business Ms. Nabors referred to the memo (attachment) subject line entitled "Review of Actions Relative to Governor's Request to Visit Florida" outlining the Governor's request to Visit Florida to post certain financial, performance, administrative and vendor information online, for transparency purposes. In turn, CareerSource Florida requested all regional workforce boards also ensure likewise transparency. Ms. Nabors relayed that the majority of the information required by the Governor is already located on the CSCF website. Staff additionally recommends that CSCF can enhance transparency by including the awarded vendor and awarded project cost details. The</p>	

	Governance Committee concurred with these staff recommendations.	
8	Adjournment There being no other business, the meeting was adjourned at 3:10 p.m.	

Respectfully submitted,

Kaz Kasal