CareerSource
CENTRAL FLORIDA




# BOARD OF DIRECTORS MEETING

CareerSource Central Florida | 4/23/26

CareerSourceCentralFlorida.com

# 4/23/26 BOARD OF DIRECTORS MEETING DETAILS


Meeting Details

Meeting Agenda

Roll Call

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Public Comment

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Discussion/
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What: CSCF Board of Directors Meeting

When: Thursday, April 23, 2026
8:30 a.m. – 9:00 a.m.

Where: Orange Technical College – East Campus
11550 Lokanotosa Trail
Orlando, FL 32817
or
Virtual Option via Zoom:
Link: https://careersourcecf.zoom.us/j/81692710964?pwd=FWLmzJQrWLkb1bvsZRtf4H479XhEX9.1

Dial In: 1 (305) 224-1968 / Meeting ID: 816 9271 0964 / Passcode: 227733

# 4/23/26 BOARD OF DIRECTORS MEETING AGENDA

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| Agenda Item # | Topic | Presenter | Action Item |
|---|---|---|---|
| 1. | Welcome<br>- Pledge of Allegiance<br>- Host Welcome | Sheri Olson<br><br>Robert Bixler / Jodie Rolston Cary | |
| 2. | Roll Call / Establishment of Quorum | Kaz Kasal | |
| 3. | Public Comment | Sheri Olson | |
| 4. | Consent Agenda<br>A. 2/26/26 Board Meeting Minutes<br>B. Eligible Training Provider (ETPL) Policy *(Career Services)*<br>C. Individual Training Account (ITA) Policy *(Career Services)*<br>D. Self-Sufficiency Policy *(Career Services)*<br>E. Training Provider Approval Upcoming Program Year *(Career Services)*<br>F. Accounting Policy Recommendations:<br>1) Increase Capitalization Threshold *(Finance)*<br>2) Increase “Micro Purchase” Threshold *(Finance)* | Sheri Olson | X |
| 5. | Information / Discussion / Action Items<br>A. Action Items:<br>1) FY 2026-2027 Health Insurance Plan Renewal Recommendation *(Finance)*<br><br>B. Finance Report<br>C. Committee Reports: *Deferred to 6/18/26 Board Meeting* | Eric Ushkowitz | X |
| 6. | Other Business | | |
| 7. | Adjournment / Retreat Begins | | |

# 4/23/26 BOARD OF DIRECTORS MEETING AGENDA

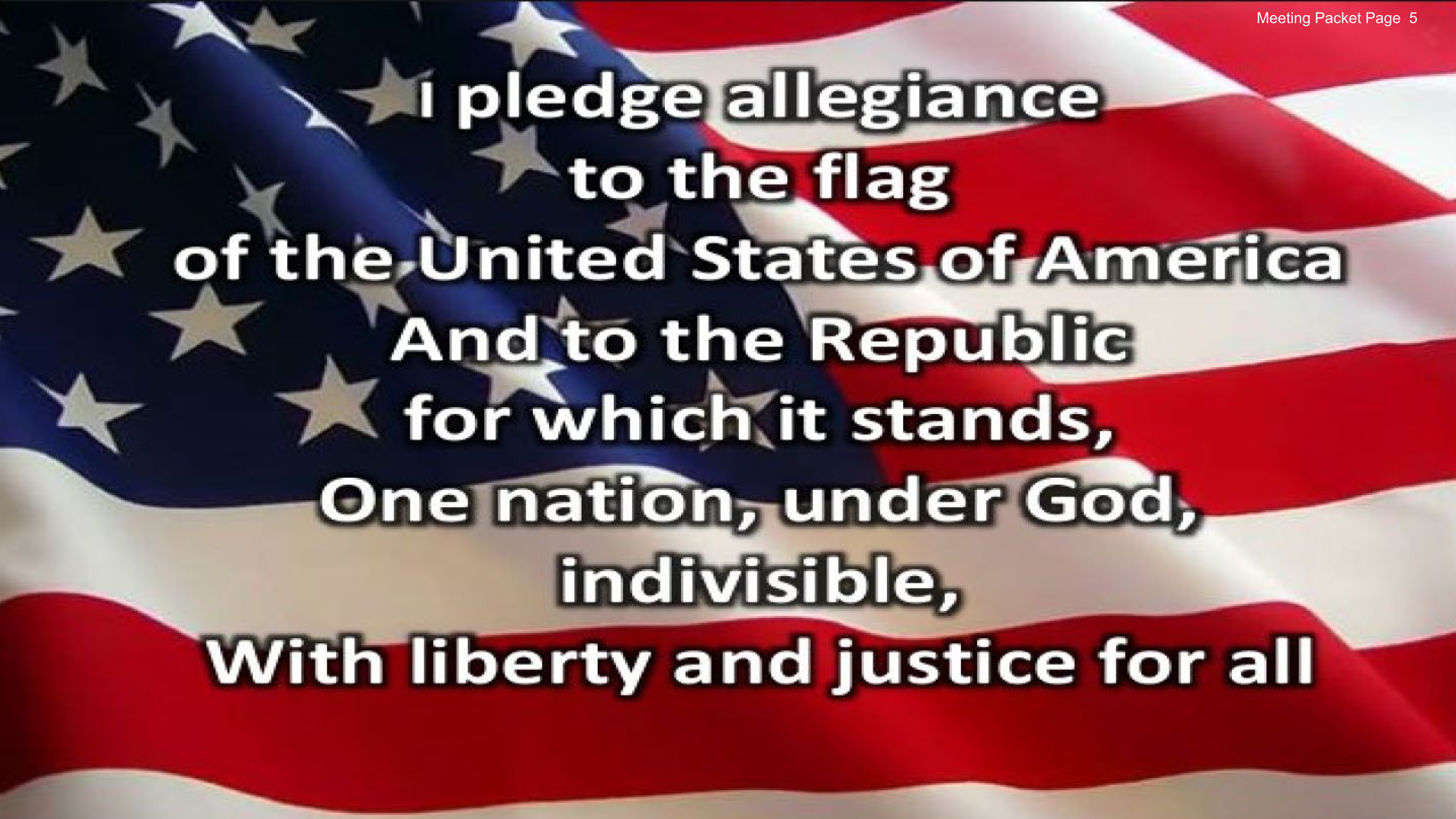
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**Upcoming Meetings:**

| | | |
|---|---|---|
| **Board & Consortium** | **6/18/26** | **9:00 a.m. to 11:00 a.m.** |

**Committee Meetings:**

| | | |
|---|---|---|
| - **Community Engagement** | **5/7/26** | **10:30 a.m. to 12:00 p.m.** |
| - **Governance** | **5/ /26** | **3:00 p.m. to 4:30 p.m.** |
| - **Budget Workshop** | **5/21/26** | **10:00 a.m. to 12:00 p.m.** |
| - **Rev. Diversity & New Mkts** | **5/12/26** | **3:00 p.m. to 4:30 p.m.** |
| - **Finance** | **6/ /26** | **2:00 p.m. to 3:30 p.m.** |
| - **Executive** | **6/4/26** | **2:00 p.m. to 3:30 p.m.** |


I pledge allegiance
to the flag
of the United States of America
And to the Republic
for which it stands,
One nation, under God,
indivisible,
With liberty and justice for all

CareerSource CENTRAL FLORIDA

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# ROLL CALL / ESTABLISHMENT OF QUORUM

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# WELCOME

CareerSource CENTRAL FLORIDA

# SPECIAL THANKS TO OUR HOST



CareerSource CENTRAL FLORIDA

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# PUBLIC COMMENT

Agenda Item 4

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D. Self-Sufficiency Policy *(Career Services)*
E. Training Provider Approval for Upcoming Program Year*(Career Services)*
F. Accounting Policy Recommendations
    1) Increase Capitalization Threshold *(Finance)*
    2) Increase “Micro Purchase” Threshold *(Finance)*

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# INFORMATION / DISCUSSION / ACTION ITEMS

CareerSource CENTRAL FLORIDA

# ACTION ITEM:

# FY 2026-2027 HEALTH INSURANCE PLAN RENEWAL RECOMMENDATION

# Action Item

**To: CareerSource Central Florida (CSCF) Board of Directors**
**From: Finance Committee**
**Subject: CareerSource Central Florida – Employee Benefits**
**Date: April 23, 2026**

**Proposed Action:**
The Finance Committee recommends approval from the CSCF Board of Directors to renew CareerSource Central Florida's healthcare coverage with UnitedHealthcare for the 2026–2027 plan year. The Executive Committee met on 4/14/26 and concurred with the Finance Committee's recommendation.

**Background:**
This memo summarizes the results of CareerSource Central Florida's (CSCF) recent healthcare benefits renewal and Request for Proposal (RFP) process for the 2026–2027 plan year. CSCF's benefits broker, Gehring Group, issued an RFP to the market in January 2026, with responses due by the end of March 2026. Key highlights of the process and outcomes are outlined below:

- **Current Enrollment and Premiums**:
  - CSCF currently has 114 employees (82% of 140 total employees) enrolled in the health plan, with total annual premiums of approximately $2.3 million.
  - The loss ratio under Florida Blue (claims compared to premiums) over the past 12 months is 94%.
  - Several high-cost claimants have contributed to the projected renewal increase, with some expected to remain ongoing.

- **Bid Results**: The RFP process produced the following top quotes:
  - **UnitedHealthcare:** Initial quote of a 14.25% increase, negotiated down to a 9% premium increase.
  - **Florida Blue:** 177% premium increase
  - **Aetna:** Quote pending.
  - **Cigna:** No bid submitted.

- **Additional Considerations:**
  - This represents the first renewal with UnitedHealthcare following CSCF's transition from Florida Blue during the 2025–2026 plan year. The prior transition resulted in a 0% increase in premium costs to CSCF.
  - UnitedHealthcare's renewal maintains the current plan structure, minimizing disruption to employees.
  - UnitedHealthcare will continue to bundle ancillary benefits—including dental, vision, life, and disability—at flat renewal rates.
  - Staff will continue to evaluate cost-containment strategies to identify additional savings opportunities.

**Recommendation:**
Based on the RFP results and consideration of both financial impact and plan stability, the Finance Committee recommends that the CSCF Board of Directors approve the renewal of healthcare coverage, not to exceed 9% premium increase, with UnitedHealthcare for the 2026–2027 plan year.

*Finance Committee – 4/9/26*
*Approved*

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## Current Benefits with United Healthcare

CURRENT

| Schedule of Benefits | UnitedHealthcare EKR4-M (UHC EPO 2025) Rx Plan A16 | UnitedHealthcare EKRU-M (UHC POS 2025) Rx Plan A16 | | UnitedHealthcare EKOD-M (UHC POS 2025-HSA) Rx Plan 570-HSA | |
|---|---|---|---|---|---|
| **Plan Year Deductible (PYD)** | In Network | In Network | Out of Network | In Network | Out of Network |
| Individual Deductible | $2,000 | $1,500 | $3,000 | $2,500 | $5,000 |
| Family Deductible | $2,000 / $6,000 | $1,500/ $4,500 | $3,000 / $9,000 | $5,000 | $10,000 |
| **Out of Pocket Maximum** | | | | | |
| Single | $5,000 | $5,300 | $8,000 | $5,000 | $10,000 |
| Family Deductible (Ind/Fam) | $5,000 / $10,000 | $5,300 / $10,600 | $8,000 / $16,000 | $5,000 / $10,000 | $10,000 / $20,000 |
| Member Coinsurance | 10% | 20% | 40% | 10% | 40% |
| **Non-Hospital Services** | | | | | |
| Physician Office Visit Copay | $35 Copay | $25 Copay | 40% after PYD | 10% after PYD | 40% after PYD |
| Specialist Office Visit Copay | $65 Copay | $50 Copay | 40% after PYD | 10% after PYD | 40% after PYD |
| Virtual Visit Copay (PCP/Specialist) | * No Charge (DOD,Amwell,Teladoc) | * No Charge (DOD,Amwell,Teladoc) | Not Covered | 10% after PYD | Not Covered |
| Preventive Services | No Charge | No Charge | 40% after PYD | No Charge | 40% after PYD |
| Laboratory Services / X-Ray IDTC | No Charge/ $50 Copay (50% Non DDP) | No Charge/ $50 Copay (50% Non DDP) | 40% after PYD | 10% after PYD (Ded+50% Non-DDP) | 40% after PYD |
| Advanced Imaging (MRI, PET, CT) | $300 Copay ($750 Non-DDP) | $450 Copay ($750 Non-DDP) | 40% after PYD | 10% after PYD (Ded+50% Non-DDP) | 40% after PYD |
| Urgent Care Center | $70 Copay | $55 Copay | 40% after PYD | 10% after PYD | 40% after PYD |
| **Hospital Services** | | | | | |
| Inpatient Hospital Services | 10% after PYD | 20% after PYD | 40% after PYD | 10% after PYD | 40% after PYD |
| Outpatient Hospital Services/ASC | $250 Copay / $250 Copay | 20% after PYD | 40% after PYD | 10% after PYD | 40% after PYD |
| Physician Services at Hospital/ASC | 10% after PYD | 20% after PYD | 20% after INN PYD/40% after PYD | 10% after PYD | 10% after INN PYD / 40% after PYD |
| Emergency Room (Per Visit) | $300 Copay | 20% after PYD | 20% after INN PYD | 10% after PYD | 10% after INN PYD |
| **Mental Health/Substance Abuse** | | | | | |
| Inpatient Hospital | No Charge | No Charge | 40% after PYD | 10% after PYD | 40% after PYD |
| Outpatient Services (OV/Other) | No Charge | No Charge | 40% after PYD | 10% after PYD | 40% after PYD |
| **Prescription Drugs** | | | | | |
| Generic Drugs | $10 | $10 | Tier 1-3 Copay + any amount over the allowed amount | $10 after PYD | Tier 1-3 Copay after PYD + any amount over the allowed amount |
| Formulary Drugs | $50 | $50 | | $35 after PYD | |
| Non-Formulary Drugs | $85 | $85 | | $70 after PYD | |
| Specialty Drugs | Tiers 1-3 | Tiers 1-3 | Tiers 1-3 | Tiers 1-3 | Tiers 1-3 |
| Mail Order - 90 Day Supply | 2.5x Retail Copay | 2.5x Retail Copay | Not Covered | 2.5x Retail after PYD | Not Covered |
| **Rates** | | | | | |
| Employee Only (20 4 37) | $1,100.66 | $1,076.19 | | $895.59 | |
| Employee + Spouse (10 0 7) | $2,509.50 | $2,453.71 | | $2,041.94 | |
| Employee + Child(ren) (9 0 11) | $2,201.32 | $2,152.38 | | $1,791.18 | |
| Employee + Family (8 0 8) | $3,522.11 | $3,443.81 | | $2,865.89 | |



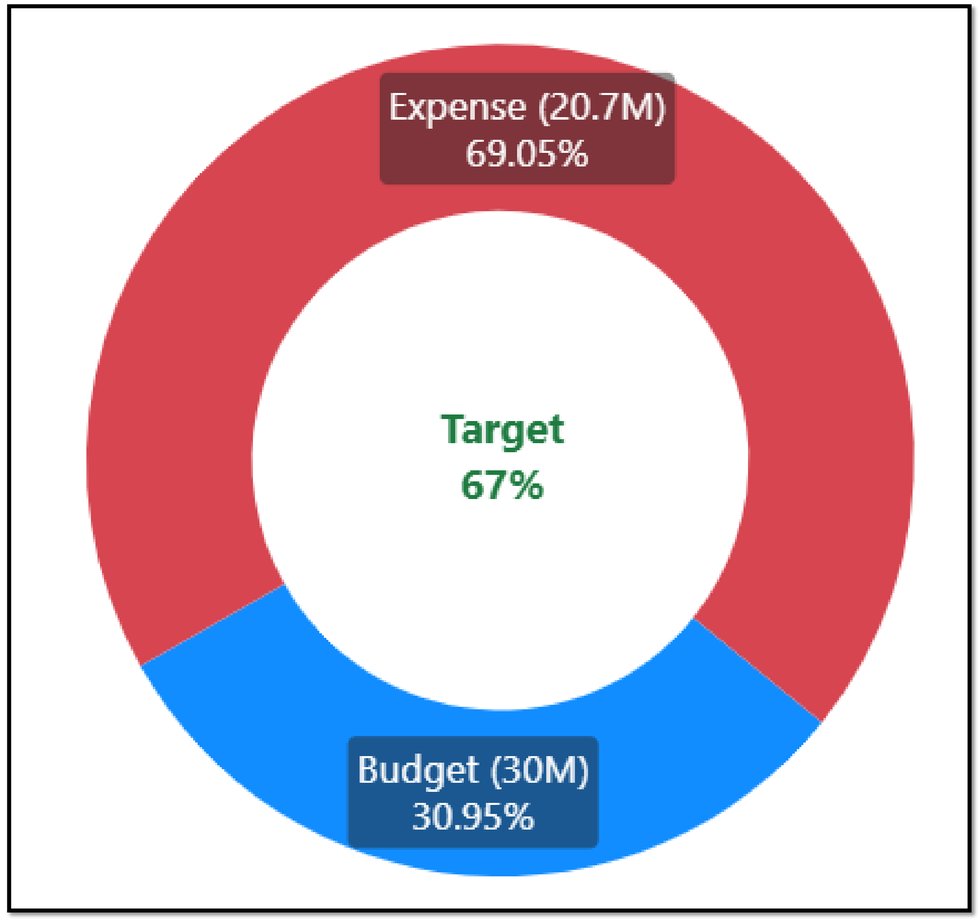
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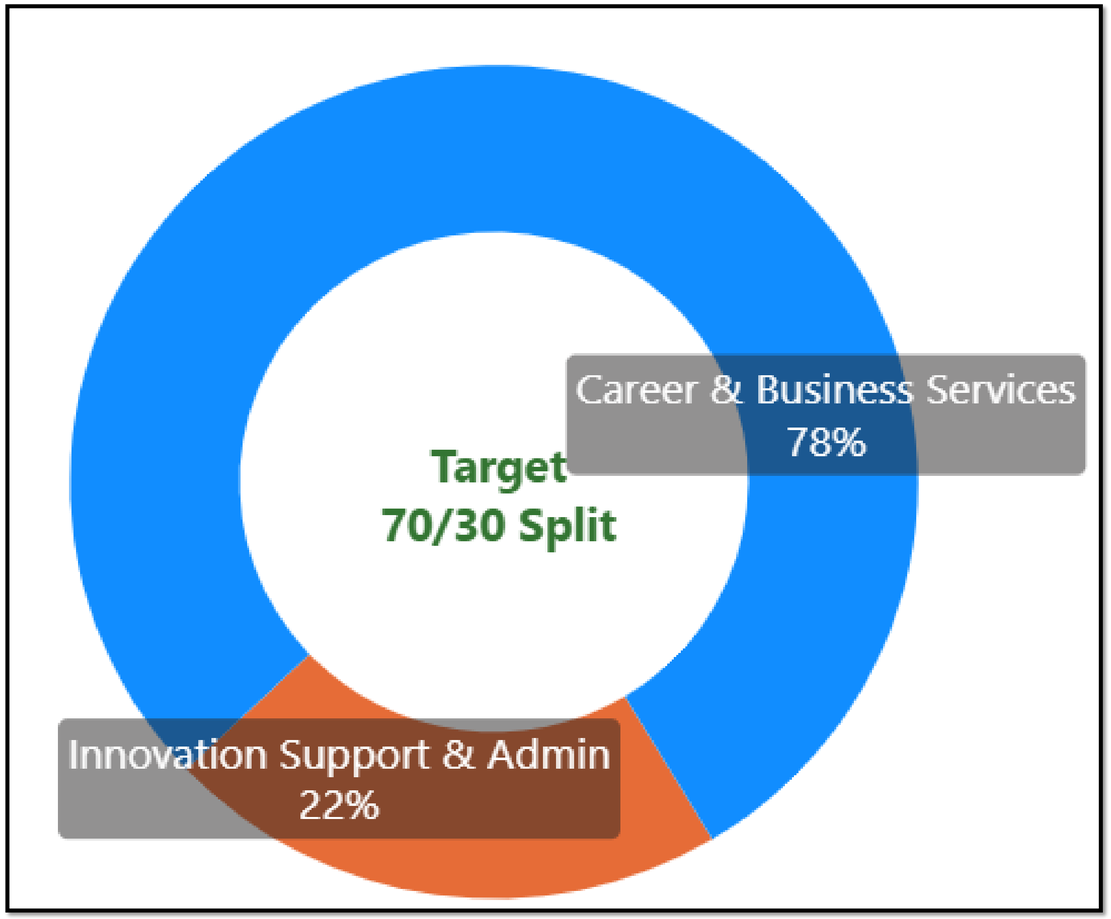
# FINANCE REPORT

# BUDGET VS ACTUAL

## BUDGET VS ACTUAL EXPENSES

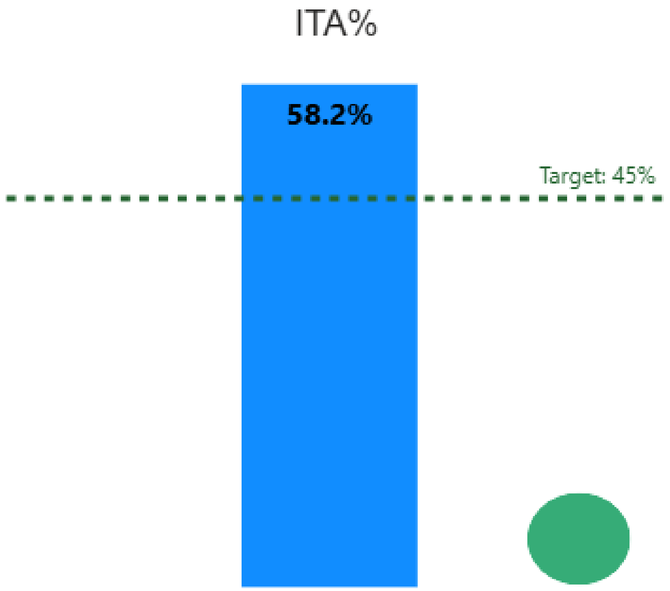


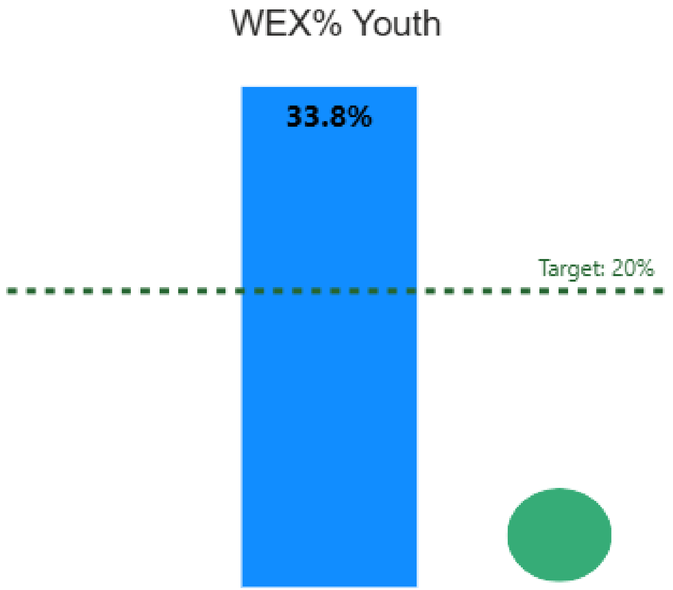

## BUDGET OPERATIONS/SUPPORT

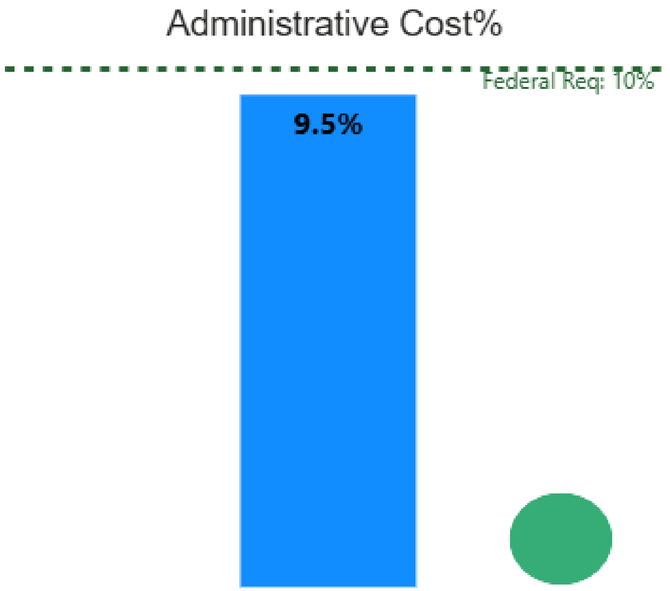



Date Range: 07/01/2025 – 02/28/2026 (As Of This PY)
Data Source: Sage

# BUDGET FEDERAL/STATE REQUIREMENTS

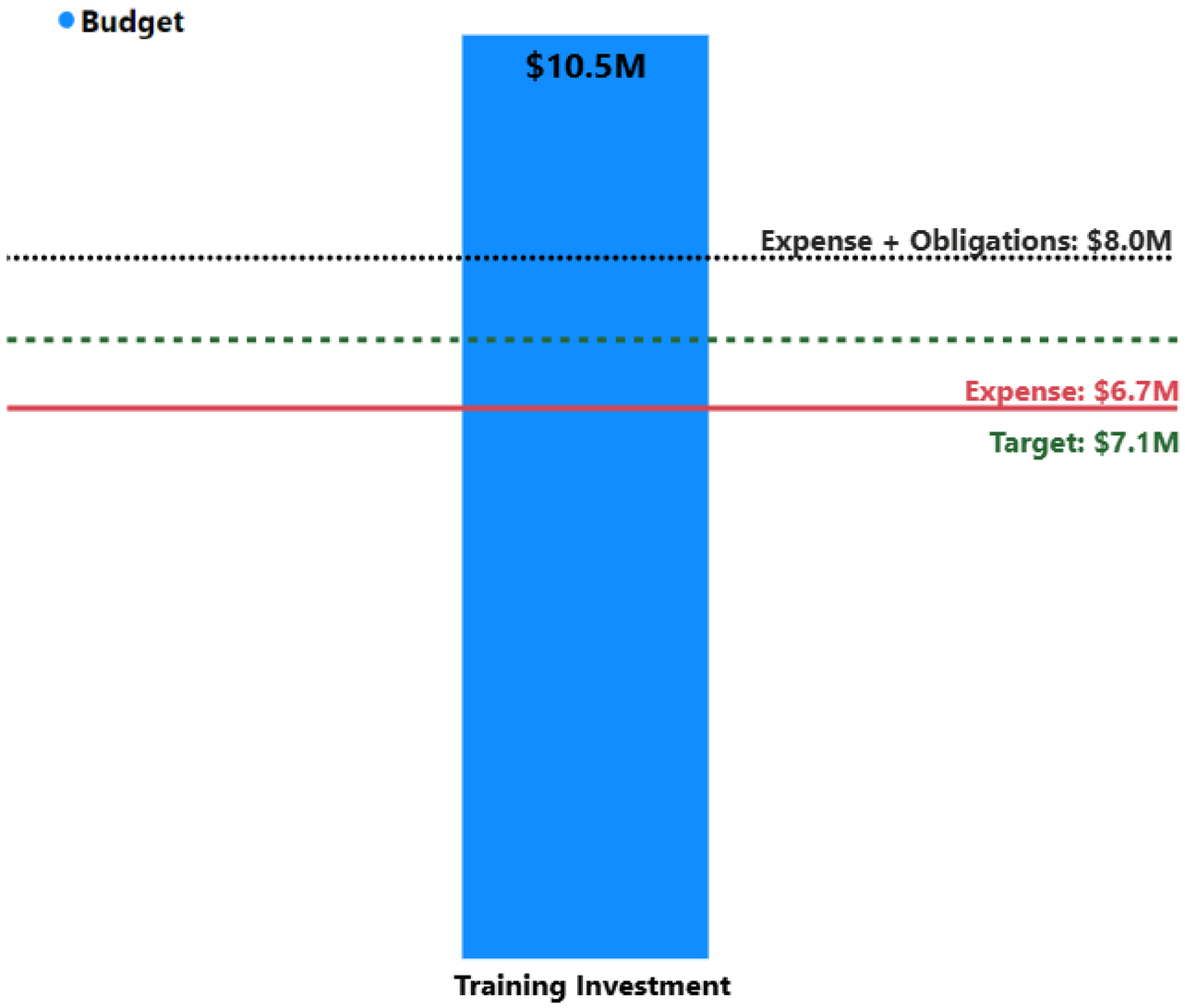


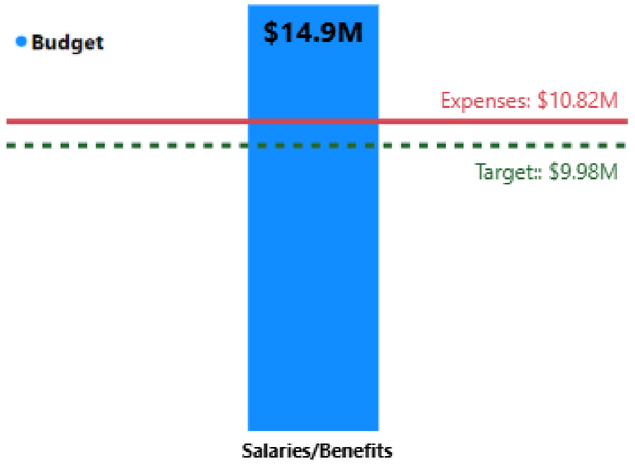

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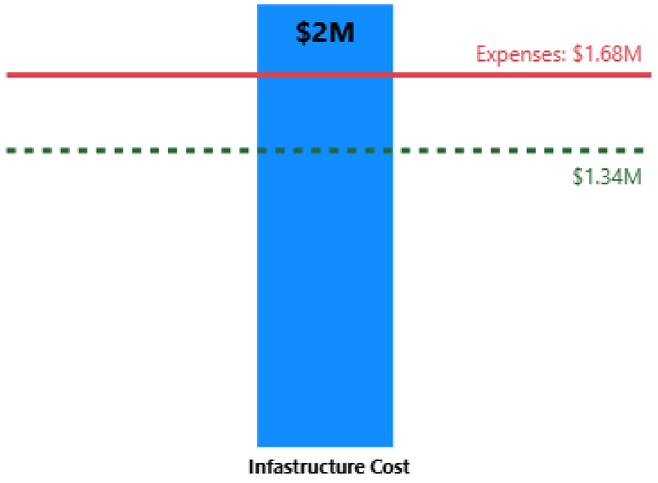
# BUDGET VS ACTUAL BY EXPENDITURE CATEGORY

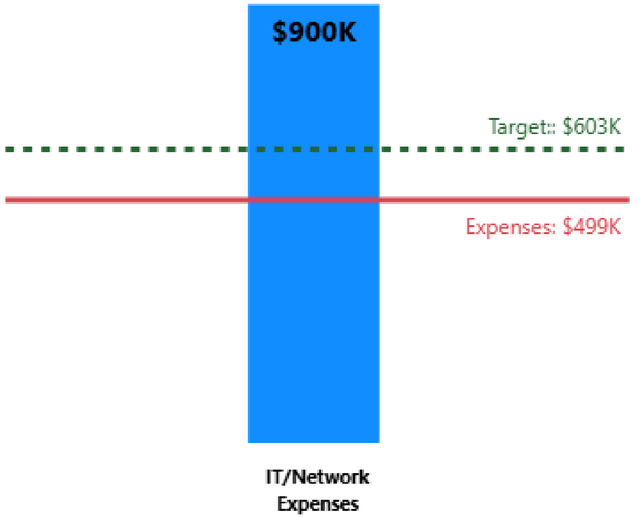



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# BUDGET VS ACTUAL BY EXPENDITURE CATEGORY

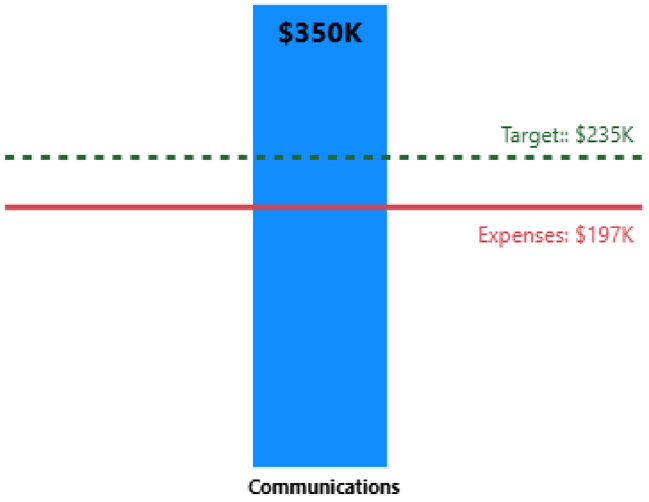


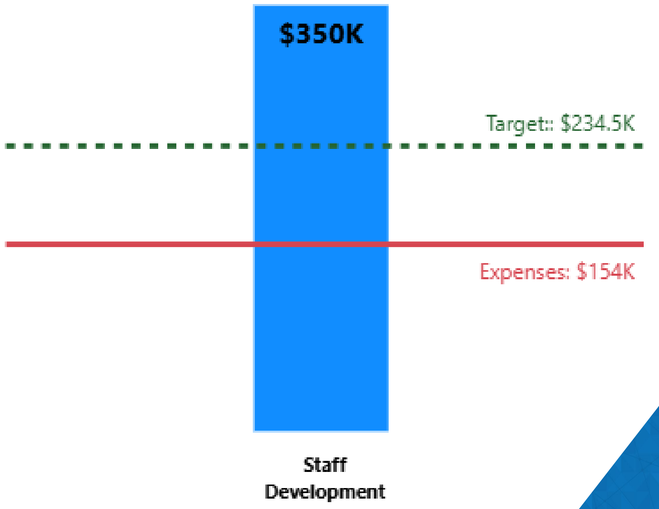










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CareerSource CENTRAL FLORIDA

# COMMITTEE REPORTS TO BE DEFERRED TO 6/18/26 BOARD MEETING

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# OTHER BUSINESS

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# REMINDER:

# NEXT BOARD MEETING SCHEDULED FOR:

# THURSDAY, JUNE 18, 2026

## AT

# ROLLINS COLLEGE

CareerSource CENTRAL FLORIDA

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C. Individual Training Account (ITA) Policy *(Career Services)*
D. Self-Sufficiency Policy *(Career Services)*
E. Training Provider Approval for Upcoming Program Year*(Career Services)*
F. Accounting Policy Recommendations *(Finance)*
    1) Increase Capitalization Threshold *(Finance)*
    2) Increase “Micro Purchase” Threshold *(Finance)*

Agenda Item 4A

CareerSource CENTRAL FLORIDA

**Draft**

**Board of Directors Meeting**

**Thursday, February 26, 2026 9:00 a.m.**

**MINUTES**

**MEMBERS PRESENT:** Sheri Olson, Andrew Albu, Sharon Arroyo, Joe Battista, Gui Cunha, Michele Daugherty, Casey Ferguson, Wendy Ford, Tanisha Nunn Gary, Kristin Gray, Mark Havard, Jeff Hayward, Molly Kostenbauder, Lindsey LeWinter, Nicole Martz, Carla McKnight, Catherine McManus, Snak Nakagawa, Gaby Ortigoni, Chris Pascal, Amy Santorelli, Jonathan Schaefer, Stella Siracuza, Trey Simpkins, David Sprinkle, Richard Sweat, DeAnna Thomas, Matt Walton, Richard Watford and Kristin Williams

**MEMBERS ABSENT:** Robert Bixler, Wendy Brandon, Sean Donnelly, John Gill, Shawn Hindle, Brinkley Ruffin, Michelle Sperzel, and Eric Ushkowitz

**STAFF PRESENT:** Pam Nabors, Tadar Muhammad, Leo Alvarez, Dyana Burke, Steven Nguyen, Gina Ronokarijo, Marcla DeFaria, Geo Morales, Anthony Harris, Merarie Rodriguez, Dana Smith, Sean Masherella, Vince Bruno, Vanessa Nogueira, and Kaz Kasal

**GUESTS PRESENT:** Dr. Georgia Lorenz / Seminole State Hospital; Heather Ramos / GrayRobinson; Tameka Austin / Florida Commerce

| Agenda Item | Topic | **Action Item** / *Follow Up Item* |
|---|---|---|
| 1. | **Welcome**<br>• Ms. Olson, Board Chair, called meeting to order at 9:02 am and welcomed attendees. Ms. Olson thanked Seminole State College (SSC) for hosting today's meeting.<br>**Host Welcome**<br>• Dr. Kostenbauder, CSCF Board Member and SSC's Associate Vice President for the School of Business, Health, and Public Safety welcomed attendees to SSC's Sanford / Lake Mary campus and introduced Dr. Georgia Lorenz, President, SSC.<br>• Dr. Georgia Lorenz greeted attendees and provided an overview of the College. She highlighted, as reported in the Florida College System's Economic Impact Report, SSC has a $1.3 billion impact on Florida's economy, supporting over 14,500 jobs in this region. Dr. Lorenz also relayed that SSC would again partake as a host in CSCF's 2026 Summer Youth Program. | |
| 2. | **Roll Call / Establishment of Quorum**<br>• Ms. Kasal, Executive Board Coordinator, reported a quorum present. | |
| 3. | **Public Comment**<br>• None offered. | |
| 4. | **Spotlight Story**<br>• Ms. Ronokarijo, Vice President of Workforce Operations, introduced CSCF staff Merarie Rodgriguez and Dana Smith who started CSCF as partipants and then hired on permanently. Both staff have taken great steps in their career pathway at CSCF and are currently in leadership roles. Each staff relayed their stories as summarized below: | |

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|---|---|---|
| | Ms. Rodriquez:<br>In 2011, Merarie came to CSCF as a career seeker, and CSCF hired her as a customer service representative. Throughout her tenure, she embraced opportunities for leadership development and progressed through several leadership roles. Today, Merarie serves as Director of Workforce Operations. She is deeply passionate about CSCF's mission to strengthen the community by upskilling individuals, connecting them to better jobs, and supporting them on meaningful career pathways.<br><br>Ms. Smith:<br>In 2016, while struggling to support her family, Dana's path took a positive turn when she accepted a temporary position at CSCF. Three temporary employees had previously held the same role without success, but Dana quickly distinguished herself through her dedication and strong work ethic.<br><br>In 2017, CSCF hired her into the Virtual Services Center, where she later advanced to the role of Lead. Through continued leadership development and a commitment to growth, Dana now serves as Workforce Services Team Leader. She values CSCF's dedication to investing in people—both externally, by empowering job seekers, and internally, by supporting staff through ongoing professional development and training opportunities. | |
| 5. | **Board Recogition**<br>• The board also welcomed new board members:<br>– Dr. Michele Daugherty, President/CEO, Associated Builders and Contractors Central Florida Chapter<br>– Dr. Carla McKnight, Vice President, Institutional Advancement and Chief of Staff, Valencia College<br>– And re-welcomed Mr. Joe Battista, Vice President of Finance, Orlando Economic Partnership. | |
| 6. | **Consent Agenda**<br>• Ms. Olson asked the Board if any items on consent agenda, as listed below (attachments), should be moved off for further discussion:<br>– Draft Minutes of 12/11/25 Board Meeting<br>– Acceptance of 2CFR 200 Audit Report *(Audit)*<br>– 403(b) Retirement Audit Results *(Audit)*<br>– FY 2025 Florida Commerce Monitoring *(Audit)*<br>– 403(b) Retirment Plan – Fund Changes *(Finance)*<br>– Investment Account – Internal Adjustments *(Finance)*<br>– Approval of Apprenticeship Programs Added to ETPL *(Career Services)* | **Mr. Hayward made a motion to approve all items on the consent agenda. Mr. Watford seconded; motion passed unanimously.** |

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| 7. | **Information / Discussion / Action Items**<br>Chair's Report:<br>• Ms. Olson relayed the following:<br>– Attended the 2nd Kroger hiring event last month representing Orlando Health. The turnout was amazing.<br>– Reminded those Board Members who haven't done so already to complete the online refresher training which is mandatory.<br>– Announced the new Board Source issue will be released this afternoon and encouraged the Board to review the events section. Attending events counts toward Board Engagement points.<br><br>President's Report (attachment)<br>• Ms. Nabors, President/CEO, provided following highlights from the President's Report (attachment):<br>– CSCF's Scorecard thru 2nd Quarter: 7/1/2025 thru 12/31/2025.<br>– Reviewed recent contributions from partners and CSCF board members: Fairwinds Credit Union for $25k – a "Thank You" to Ms. LeWinter, and Seminole County for $150k – a "Thank You" to Mr. Cunha.<br>– Lake County provided CSCF $360,000 to support those individuals affected by the Kroger layoffs with training, upskilling and help with job attainment.<br>– Special recognition to Mr. Nakagawa who is leaving Board effective 2/27/26. Mr. Nakagawa will be very missed and CSCF appreciates the service, input, and contributions he provided to CSCF.<br>– Reviewed various CSCF staff achievements, highlights and events, to include the launch High School Career Express program in Lake and Sumter counties – "Thank You" to Mr. Ferguson for helping to open the door in Sumter County.<br>– Please attend "Pouring with a Purpose" event next Thursday, 3/5/26<br><br>Finance Report<br>• Mr. Alvarez, CFO, reviewed Year-End Financials: 7/1/2025 thru 12/31/2025 (attachment). | |

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| 7. | <u>Audit</u><br>• Mr. Walton, Audit Committee Chair, stated the Committee met with Finance Committee on 1/14/26. The Committee:<br>– Approved for Board's final approval the acceptance of 2 CFR 200 Audit Report which was performed by auditors Cherry Bekaert - no findings on compliance, no significant deficiencies or materials weaknesses. Board approved under today's Consent Agenda.<br>– Approved for Board's final approval the acceptance of 403(b) Retirement Plan Audit Report - no significant deficiencies, one reportable finding on a timeliness issue with contribution remittances. Board approved under today's Consent Agenda.<br>– Approved for Board's final approval the acceptance of Florida Commerce's financial monitoring results - no findings or observations. One noncompliance issue on MOU & infrastructure funding agreements with regard to chief elected official signatures. Staff working with Florida Commerce for flexibility to streamline processes. Board approved under today's Consent Agenda.<br><br><u>Facilities Ad Hoc</u><br>• Mr. Walton, Facilities Ad Hoc Committee Chair, stated ribbon cutting event for CSCF' Community Hub at the Dream Center occurred on 2/12/26. Next Facilities Ad Hoc Committee to be scheduled soon.<br><br><u>Career Services</u><br>• Mr. Albu, Career Services Committee Chair, stated Career Services Committee met on 2/5/26 at Seminole State College in Sanford/Lake Mary campus. The Committee:<br>– Approved for Board's final approval the action item to add specific apprenticeship programs, as presented, to ETPL. Board approved under today's Consent Agenda.<br>– Reviewed scorecard for Quarter 2 (10/1/25 thru 12/31/25).<br>– Reviewed training and development expenditures by industry sector to date for this PY.<br>– Reviewed key employment factors per industry sector.<br>– Education and Consortium met on 12/4/25 – topic was workforce challenges with recruitment and retainage in hospitality industry. | |

CareerSource CENTRAL FLORIDA

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| | – Interactively discussed, via survey questions, how CSCF should approach industry sectors for next program year. Committee ranked each industry sector by focus and priority of funding. Also ranked employer engagement where CSCF delivers most value and least value.<br><br>– At today's meeting, Board also took the survey questions:<br><br>How should we approach industry sectors next program year?<br>Board Feedback:<br>o Healthcare<br>o Construction<br>o IT<br>o Manufacturing<br>o Hospitality<br>o Trade & Logistics<br><br>Rank sectors by priority of funding for next program year:<br>Board Feedback:<br>1. Healthcare<br>2. Construction<br>3. IT<br>4. Manufacturing<br>5. Hospitality<br>6. Trade & Logistics<br><br>Employer Engagement – Strengths and Gaps:<br>Rank employer engagement where CSCF delivers the most value:<br>Board Feedback:<br>1. Ongoing partnerships and talent pipeline support.<br>2. Recruitment, hiring and training support<br>3. Business intelligence and engagement<br>4. Business consulting and needs assessment.<br><br>Where are employers least likely to think of CSCF:<br>Board Feedback:<br>1. Business intelligence and engagement<br>2. Business consultation and needs assessment<br>3. Ongoing partnerships and talent pipeline support<br>4. Recruitment, hiring and training support<br><br>Career Services Committees' responses were very similar to above Board responses. | |

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Community Engagement

- Ms. LeWinter, Community Engagement Committee Chair, stated committee met on 1/29/26 and reviewed:
  - Planning for CSCF's 30th Anniversary.
  - Updated Business Survey – expected launch date in 3rd Quarter. The Committee concurred businesses that have not received CSCF services should also take the survey.
  - Customer satisfaction trends PY 24-25 vs. PY 25-26. Overall, CSCF received good satisfaction ratings. Based on commentary feedback CSCF needs to focus more on consistency and clarity with communication, improved responsiveness and follow-ups.
  - Final version of new home page on CSCF's website refresh. Staff are now working on the interior web pages.

Finance Committee

- Mr. Walton, on behalf of Mr. Ushkowitz, Finance Committee Chair, reported the Committee met with the Audit Committee on 1/14/26 and
  - Reviewed CSCF's retirement plan which is at 90% participation. The Committee approved for Board's final approval a target-date fund change from "American Century One Choice" to "Nuveen" due to better returns and lower fees. Board approved under today's Consent Agenda.
  - Approved for Board's final approval adjusting CSCF's Investment Account funds between Tier 1 and 2 in order to further diversify and enhance yields. Board approved under today's Consent Agenda.
  - Reviewed financials through 2nd quarter (7/1/25 thru 12/31/25).

Governance

- Mr. Sprinkle, Governance Committee Chair, stated Committee met on 1/15/26 and
  - Reviewed Board Engagement results through 2nd Quarter:
    - Participation: 58%
    - Demonstrate: 94%
    - Contribute: 63%
  - Reviewed Board Survey results: 87% overall satisfaction.
    - Areas for improvement: increase board engagement with CSCF events/programs; strengthen onboarding for new members; create more opportunities for quieter members

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| | to contribute; allow more time for deeper organizational insights to strengthen board advocacy.<br>– Received an Enterprise Risk update for period July through December 2025. Reviewed CSCF's top risks and staff's proactive measures taken.<br><br>Revenue Diversity and New Markets<br>No report. Next meeting scheduled on 3/31/26. | |
| 8. | **Insight**<br>AI (Artificial Intelligence)<br>• Ms. Nabors and Mr. Nguyen provided a presentation entitled "AI Readiness & Workforce Leadership" (attachment) covering following topics:<br>– CSCF's internal strategy on governance and deploying AI.<br>– Recognizing AI literacy is critical for today's workforce and CSCF leadership.<br>– How AI directly advances our workforce mission and community impact.<br>– Increasing personal fluency to support strategic leadership; using AI as a strategic thought partner/council. | |
| 9. | **Other Business**<br>None offered. | |
| 10. | **Adjournment**<br>Meeting adjourned at 10:36 am. | |

Respectfully submitted,

Kaz Kasal
Executive Board Coordinator



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CareerSource CENTRAL FLORIDA

# ETPL Policy Changes

**Action: Approve below two changes to CSCF's local Eligible Training Provider List (ETPL) Policy:**

1. **Completion Rate greater than or equal to 75%**
2. **Credential Attainment greater than or equal to 70%**

## 1 Statewide to Local Process

- Florida Commerce approves providers for the Statewide ETPL
- CSCF conducts local review twice annually to determine inclusion on the Local ETPL

## 2 CSCF Review Timeline

- April Review → July 1 start
- October Review → January 1 start

## 3 Local Review Focus

- Alignment with regional workforce priorities
- In-demand occupations and training needs
- CSCF may include or exclude state-approved programs based on local alignment

## 4 State Performance Benchmarks (Continued Eligibility)

- Minimum enrollment: 5 participants/year
- Completion rate: ≥ 60%
- Credential attainment: ≥ 50%
- Employment rate: ≥ 70% (Q4 after exit)
- Median earnings: ≥ $6,000 (Q2 after exit)
- Annual performance reporting required

## 5 Enhanced CSCF Local Standards

- Completion rate: ≥ 75%
- Credential attainment: ≥ 70%

## 6 Accountability

- CSCF may suspend or remove programs that:
- Fail to meet state or local performance standards
- Do not align with regional workforce needs
- Do not demonstrate strong participant outcomes

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# Occupational Skills Training Policy Updates

**Action: Approve below two ITA Funding Cap changes to CSCF's local Individual Training Policy:**

1. **Up to $5,000 for standard training programs.**
2. **Up to $7,000 for training aligned to CSCF strategic focus occupations.**

## 1 Updated ITA Funding Caps

- Up to $5,000 for standard training programs
- Up to $7,000 for training aligned to CSCF strategic focus occupations

## 2 Strategic Focus Occupations (Eligible for $7,000 Cap)

- STEM Occupations
- Care Occupations
- Trades & Infrastructure
- Hospitality Mid-Level Careers

## 3 Strategic Investment Approach

- Prioritizes funding toward high-demand, high-impact sectors
- Strengthens alignment with regional workforce and economic needs

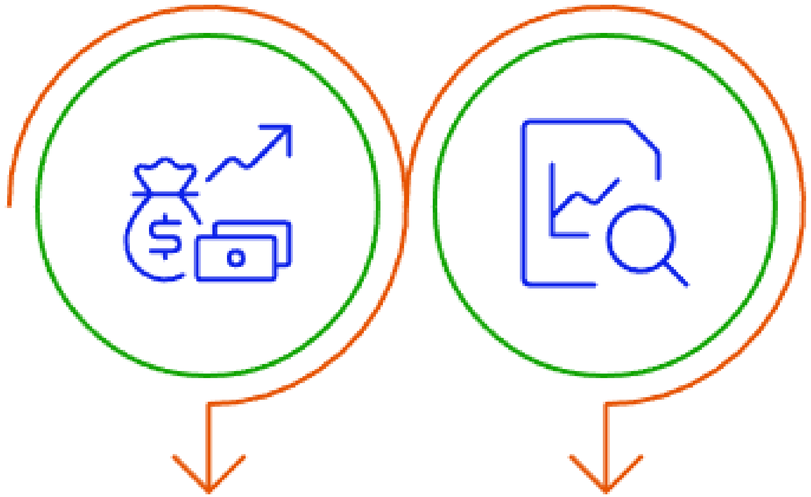
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# Priority of Funds Policy Updates

**Action: Approve below change to CSCF's local Priority of Funds Policy:**

- **Update annual household income to $68,000 to reflect current economic conditions.**



## Self-Sufficiency Wage

Updated to $68,000 annual household income to reflect current economic conditions.

## Self-Sufficiency Determination

Based on United Way ALICE data, HUD Median Family Income for the Orlando MSA, and reflects the true cost of living.

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# ETPL New Provider Recommendations

## Truckmaster CDL Training

Not recommended due to saturated pathways and sufficient existing options



## Per Scholas Orlando Tech Center

Recommended for expanding customer choice and flexibility

**Action: Approve adding "Per Scholas Orlando Tech Center" to Eligible Training Provider List.**

## Academy of South Florida

Not recommended due to being out-of-area and lacking local partnerships

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Agenda Item 4F 1) & 2)

CareerSource CENTRAL FLORIDA

# Action Item

**To: CareerSource Central Florida (CSCF) Board of Directors**
**From: Finance Committee**
**Subject: Amendment to Accounting and Procurement Policies – Threshold Updates**
**Date: April 23, 2026**

**Proposed Action:**
The Finance Committee recommends for the CSCF Board of Directors to approve updates to CareerSource Central Florida's financial policies to:

- Increase the **capitalization threshold from $5,000 to $10,000** within the Accounting Policies and Procedures Manual.
- Increase the **micro-purchase threshold from $10,000 to $15,000** within the Procurement Policies and Procedures.

These updates align CSCF policies with the most recent federal guidance under 2 CFR 200 Uniform Administrative Requirements.

**Background:**
CSCF maintains financial and procurement policies that ensure compliance with federal regulations, internal controls, and efficient operational practices.

- **Capitalization Threshold (Accounting Policy):**
  The current Accounting Policies and Procedures Manual defines fixed assets as items with a value greater than $5,000 and a useful life exceeding one year. This threshold has remained unchanged despite increases in asset costs and updated federal guidance.

- **Micro-Purchase Threshold (Procurement Policy):**
  The current Procurement Policy defines micro-purchases as those not exceeding $10,000 and allows such purchases without competitive quotes when prices are deemed reasonable. Purchases above this level require additional quotes and procurement steps.

- **Federal Guidance (2 CFR 200):**
  Recent updates to 2 CFR 200 increased allowable thresholds for both capitalization and micro-purchases, providing organizations with greater flexibility to:
  - Reduce administrative burden on lower-dollar transactions
  - Streamline procurement processes
  - Improve operational efficiency while maintaining appropriate internal controls

**Recommendation:**
Finance Committee requests CSCF Board of Directors to approve the proposed updates to:

1. The Accounting Policies and Procedures Manual to increase the capitalization threshold to $10,000.
2. The Procurement Policies and Procedures to increase the micro-purchase threshold to $15,000.



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