



**Career Services Committee Meeting
Thursday, May 23, 2024, 9:00 a.m.**

MINUTES

MEMBERS PRESENT: Andrew Abu, Sean Donnelly, Casey Ferguson, Kristin Gray, Mark Havard, Karen Hogans, Molly Kostenbauder, Ben Larry, Snak Nakagawa, and Jonathan Shaefer

MEMBERS ABSENT: Ed James and Maria Vazquez

STAFF PRESENT: Nilda Blanco, Tadar Muhammad, Gina Ronokarijo, Steven Nguyen, Sean Masherella, and Kaz Kasal

GUESTS PRESENT: Chris Pascal and Richard Watford / CSCF Board Members

Agenda Item	Topic	Action Item / Follow Up Item
1	Welcome Mr. Abu, Committee Chair, called meeting to order at 9:01 a.m.	
2	Roll Call / Establishment of Quorum Ms. Kasal reported a quorum present.	
3	Public Comment None offered.	
4	Approval of Minutes <ul style="list-style-type: none"> • Reviewed draft minutes from 5/9/24 Career Services Committee meeting (attachment). 	Mr. Nakagawa made a motion to approve the minutes from the 5/9/24 Career Services Committee meeting. Dr. Kostenbauder seconded; motion passed unanimously.
5	Information / Discussion / Action Items <u>One Stop Operator RFP Recommendation</u> <ul style="list-style-type: none"> • Reviewed the process and timeline on the RFP for the One Stop Operator (attachment). Mr. Donnelly, part of the Review Team of this RFP, provided an overview of the Review Team’s evaluation and ranking of the three proposals received. Based on this analysis, the Review Team recommends the Board approve Thomas P. Miller & Associates, LLC. <ul style="list-style-type: none"> – Committee Input: <ul style="list-style-type: none"> ○ Committee concurred to modify wording to “less than \$80,000” instead of “not-to-exceed \$80,000.” <u>Direct Service Provider Request to Florida Commerce</u> <ul style="list-style-type: none"> • Reviewed request to approve CSCF’s continued designation as Direct Service Provider (attachment) 	Mr. Ferguson made a motion to forward for Board’s approval the recommendation to allow CSCF staff to negotiate with highest ranking proposer, Thomas P. Miller & Associates, LLC for a contract within the \$65,000 to \$75,000, and less than \$80,000. Ms. Hogans seconded; motion passed unanimously. Mr. Schaefer made a motion to forward for Board’s approval the recommendation for CSCF Board and Consortium to

	<p><u>Update – Education & Industry Consortium</u></p> <ul style="list-style-type: none"> Reviewed highlights from the workgroup meetings and official Consortium meeting on 5/16/24 (attachment). Next Education and Industry Consortium Meeting is scheduled for 7/9/24. 	<p>approve CSCF's designation as a Direct Service Provider beginning 7/1/24 through 6/30/27, as submitted to Florida Commerce and CareerSource Florida. Mr. Havard seconded; motion passed unanimously.</p>
6	<p><u>Other Business</u></p> <ul style="list-style-type: none"> None. 	
7	<p>Adjournment Meeting adjourned at 9:38 a.m.</p>	

Respectfully submitted,

Kaz Kasal
Executive Board Coordinator