



**Consortium Committee Meeting Minutes
August 22, 2022
11:00 am.**

Conference Call: Commissioner Nick Maddox, Commissioner Quincee Messersmith, Commissioner Kimblin NeSmith, and Scott Watson

Staff: Jim McShane, Matt Salera, Tandria Edwards, Trish Yahn, and Charlotte Brown,

Recording: Patricia McCray

I. Call to Order

II. Approval of the September 30, 2021 Minutes – Action Item I

Commissioner Messersmith turned everyone's attention to approving the September 30, 2021, minutes.

Motion: Commissioner NeSmith made the motion, and Commissioner Messersmith seconded the motion - all in favor.

III. Audit – Year End June 2021 – Action Item II

Matt informed the committee that they had the most recent audit report in their packets. He then directed everyone to pages 35 to 37. Matt further outlined that there were no non-compliance issues and no audit findings. On page 36, it speaks explicitly to CSCR being a low risk due to no discrepancies being found during auditing with no disallowed costs. Matt asked if there were any questions, and there were none.

Jim stated that this is Matt's 20th year of clean audits. The Commissioners congratulated Matt for this outstanding achievement.

Motion: Commissioner Messersmith made the motion, and Commissioner Nesmith seconded the motion —all in favor.

IV. Budget 2022-23 – Action Item III

Matt informed the committee that this line item is the current year's federal funds budget. He outlined that the federal programs account for most of the revenue. The second line from the bottom speaks to the total program funds available, and the dollar value is six million two hundred and eighty thousand \$6,280,000. Based on the figures presented, it is three hundred and twenty-five thousand dollars (325,000.00) less than the previous year. Matt stated he expects to see the total program funds increase by the year's end, June 30, 2023.

Regarding the Workforce Investment and Opportunity Act or federal programs, there was a 4% decrease, totaling two million seven hundred thousand \$2,700,000. The Welfare Transition Program, had a 4% increase; this is a one-million-dollar (\$1,000,000) program. The third largest program, the Wagner Peyser program, had an 8% increase. A total of one million seven hundred fifty thousand (\$1,750,000.00) was carried over from the last fiscal year budget due to the majority of the funding being allocated for a two-year program so that unspent program funds can be carried over from the previous year.

Direct program costs decreased by three hundred and twenty-four thousand dollars (\$324,000.00), and the total is two million nine hundred and six thousand (\$2,906,000.00). The new contract with service provider C2 Global Professional Services totaled one million nine hundred thousand (\$1,900,000.00). The total allocated cost and expenses section shows a total of two million three hundred seventy thousand (\$2,370,000), which is a fifty-two-thousand-dollar (\$52,000) decrease. In addition, the salary & benefits line item is down by twenty-two (\$22,000.00) thousand dollars. In the bottom right-hand corner of the budget, committee members could see the total surplus of nine hundred and forty-four thousand dollars (\$944,000.00). Matt asked if there were any questions. There were none.

Commissioner Maddox, could there be anything that the \$944,000 could be used for at this time to assist the community with training and jobs?

Jim stated there was no money there that could be spent. The process is spending first in first out and getting reimbursed after the expense. CSCR cannot save or put a lot of money into a checking or savings account. The cash flow is just enough to keep it going so that money is part of this year's grant, and we are using up last year's grant. The grants are for two years. So, we can move it over to the following year. The biggest problem last year was that the service provider that we have since replaced, was not meeting performance, and at the same time, they weren't spending the money that they should have been spending through the year. We worked with them and tried our best to help them understand what they had to do. And in the end, that's why the board and you all decided that we would go out to bid for a new workforce services provider. With the new service provider, C2 Global Professionals, they will probably use up most of the dollars. So next year, there will be less money to roll over.

Matt stated there is a line item for work experience which is \$575,000 in the budget.

Motion: Commissioner Messersmith approved the motion, and Commissioner NeSmith seconded—all in favor.

V. Briefing of the Consortium – Current Challenges

Jim outlined a 60% decrease in individuals coming to the career center versus pre-covid. CSCR has a new One Stop operator (EDSI) and a new contract with our workforce services provider, C2 Global Professional Services. Jim mentioned that there needs to be an improvement in the performance measures because, currently, we are not meeting

eight (8) measures. If four (4) or more measures are missed in two consecutive years, the governor can dismiss the board and the executives.

VI. Board Membership

- Local Business Representative – Replace Holly Henderson
- Labor Union Representative – Replace Mauricio Endara
- Economic Development – Keith Bowers, new OEV Executive Director. He will be invited to the September 1st, Executive Committee and the September 9th, Board meetings.

Jim informed the commissioners that the board was leaning towards a union representative. However, Goodwill should be enough to replace the union membership. They have approached a candidate who is currently considering it.

VII. Questions

Commissioner Maddox asked, How can we get people to a place so they can't say, "I didn't know about what's happening at CareerSource?"

Jim stated that now that CSCR has a new service provider and one-stop operator, he expects more participation in walk-ins and community outreach in the Gadsden, Leon and Wakulla Counties career centers. Gadsden has a new center manager who is already making changes to interact with the community. At the Leon Center, John is changing the staff roles and responsibilities.

Commissioner Maddox thanked Jim and the CSCR team for continuing to make changes and for all the great work done in the community.

VIII. Adjourn

Commissioner Maddox adjourned the meeting.