

Minutes



Strategic Policy & Planning Committee Special Meeting

11/4/2020

3:30 p.m.

Conference Call: Cristina Paredes, Renisha Gibbs, Amber Tynan, Amy Geiger, Erin Gillespie, and Shelly Bell.

Absent: Jim McShane, Beth Cicchetti, Kevin Vaughn, Missy Rudd, and Antonio Jefferson

Staff/Guests Present: Matt Salera, Dee Robinson, and Trish Yahn

Recording: Patricia McCray

I. **Welcome, and Call to Order:**

Chair Paredes welcomed everyone and called the meeting to order at 3:30pm. She thanked everyone for taking time out to participate in the board conference call. She explained that the public is allowed to participate with comments held to three (3) minute limit and 12 minutes overall.

II. **Action Item I: Meeting Minutes Approval September 9, 2020**

Chair Paredes drew the Committee's attention to the September 9, 2020 meeting minutes. She asked if anyone had any questions or comments about the minutes. There were none.

Motion: Chair Paredes entertained a motion to approve the September 9, 2020 minutes. Amy made the motion, and Erin seconded. All in favor.

Action Item I approved unanimously.

III. **Action Item II: One-Stop Operator/Workforce Development Services Provider Request for Proposal (RFP)**

Matt stated that the last time the Committee met, they reviewed to approve for the RFP to be released. Any RFP worth a quarter of a million dollars or more must be competitively procured. The RFP was placed in the newspaper in excess of 30 days to receive proposals. CSCR received five proposals and has never received more than three proposals. The five proposals are the current service provider, the Kaiser Group, d/b/a Dynamic Workforce Solutions, Arbor E&T LLC, d/b/a Equus Workforce Solutions, C2 Global Professional Services LLC, Career Team LLC, and DB Grant Associates, Inc.

The CSCR RFP Review Team consisted of seven members, in which three of them are on this Committee. They are Amy Geiger, Melissa Rudd, and Kevin Vaughn. The RFP Review Team also included two CareerSource CEOs from other regions, and Leon Co. Commissioner Nick Maddox agreed to serve. The last member was a board staff member. All proposals were received on time and were deemed responsive, and all seven raters submitted rating sheets and conflict of interest forms by the established due date.

Matt drew the Committee's attention to the chart at the very bottom of the action item which lists each rater's score for each of the five proposals. In addition, there's also another chart that shows the average score of each one of the proposals.

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Matt stated there were three highly rated proposals from the Kaiser Group, Arbor E&T, and C2 Global. The average scores were 88% or higher. However, the Kaiser Group, definitely by far, was the top-rated proposal. They received a score of 96, 97, 98, and 100%, which are really high scores. Matt referenced different options that were discussed internally on how the total proposal rating scores were presented such as removing the highest and lowest scores but no matter how you view it, the Kaiser Group, our current service provider, has the highest overall score. Matt asked if anyone has any questions regarding the process, the RFP in general, or the individual rating sheets?

Chair Paredes asked if anyone has questions for Matt? And to confirm, the Kaiser Group is currently in operation at CareerSource, correct?

Matt stated yes, the Kaiser Group is the current service provider.

Motion: Chair Paredes entertained a motion to approve the RFP submitted by the Kaiser Group, d/b/a Dynamic Workforce Solutions as the One-Stop Operator/Workforce Development Service Provider. And recommending the Kaiser Group, d/b/a Dynamic Workforce Solutions RFP to the Executive Committee for review and approval. Amy made the motion, and Renisha seconded. All in favor.

Action Item I approved unanimously.

IV. Information Item I - EDO Quarterly Reports

Chair Paredes stated that OEV has started doing some target sector videos highlighting minorities and women businesses in the community. They are calling the series, "The Voices of Champions" and the targeted industry videos. Chair Paredes asked if the Committee members knew of someone interested in talking a little bit about our community; please do let OEV know. They want to capture whether it's video or print, or just a way to get people to talk about why they chose to stay in Tallahassee for their business or in the region, for that matter.

OEV is putting many of its sites on a GIS web-based platform so that they're easily searchable through the Enterprise Florida website. The first phase is building out the Tallahassee Leon County area. They are then looking into the possibility of expanding that to MSA as a whole, but that's something that they will be working on as part two. Paperwork was completed for the creation of the regional manufacturing entity, the Big Bend Regional Manufacturing Association. They are now recruiting initial members before the association is officially announced. OEV would like to have a couple of members. CareerSource Capital Region being a big part of that conversation, too, as we move forward, and that's really important for the success of the association. There's more to come on that front. The association covers the whole Big Bend region from the river to the West, to Madison County to the East.

OEV is working to finalize the Leon CARES program as it comes to an end over the next month and a half.

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CSCR and the Greater Tallahassee Chamber of Commerce have been working together on the TalentHub 2030 Initiative and Workbay. Chair Paredes stated that's another excellent opportunity, especially if DEO will open the door to that the backend of Employ Florida. Chair Paredes concluded the Leon EDO updates.

No other EDOs were in attendance to present their reports.

V. Adjourned

Motion: Chair Paredes asked if anyone had any more updates for the Committee. No one responded, and the meeting was adjourned at 3:40pm.