Meeting of the

First Coast Workforce Development Consortium

#### April 22, 2020

FCWD Consortium Chair Larry Harvey called to order a meeting of the First Coast Workforce Development Consortium on Wednesday, April 22, 2020 at 1:00 p.m. The following members were present, representing a quorum.

Present: Aaron Bowman, Duval County

Gavin Rollins, Clay County

Thomas Ford, Nassau County

Paul Waldron, St. Johns County

Larry Harvey, Putnam County

Bobby Steele, Baker County

Staff: Bruce Ferguson, Cheryl Taylor, Jay Loy, Steven Dionisio, Judy Hahn, Dianna Davis and Diane Nevison

Others: Richard Powell, CPA (Powell and Jones)

Public Comment: None

**\***Action Items

\*Approval of Minutes – December 18, 2019 Meeting

**Motion made by Commissioner Waldron and seconded by Commissioner Steele to move approval the December 18, 2019 FCWD Consortium meeting minutes as written; motion unanimously carried.**

**\***Acceptance of FCWD Consortium Audit - FYE September 30, 2019

Mr. Richard Powell, CPA, Powell and Jones, reviewed the FCWD Consortium audit report for FY ending September 30, 2019, highlighting points of interest. The audit received a clean unmodified opinion with no reportable findings or recommendations. The audit is in accordance with applicable financial auditing and government auditing standards. The financial statements are an accurate opinion of what transpired during the year and where the organization stood at year end and is a good reflection of the financial practices and records of the organization during the year. You have the highest level of assurance reflected on the quality of the financial records and practices of the Consortium. **Motion made by Vice Chair Waldron and seconded by Commissioner Rollins to move acceptance of the FCWD Consortium Audit for FYE September 30, 2019 as presented; motion unanimously carried.**

\*Approval of WIOA 4-Year Plan for 2020-2024

The WIOA 4-Year plan for 2020-2024 was presented to the FCWD Consortium for approval. The draft was presented to the FCWD Full Board in January and subsequent to their approval was released for public comment and non was received. It was also submitted in draft form to the state. **Motion made by Commissioner Waldron and seconded by Commissioner Ford to move approval the WIOA 4-Year Plan for 2020-2024 as presented; motion unanimously carried.**

\*Approval of Application for Extension of Provision of Direct Services

This is an extension application for the extension of provision of direct services that will be sent to DEO. A waiver and approval from the state is needed for us to continue to provide direct career services to our client. Providing direct career services is written directly into the WIOA 4 Year Plan which has already been approved. CSNEFL has been providing services directly within our career centers the past 10 years. Previously these services were contracted out; we brought services back in house when funding went on a hard downward trend to save money and it also allows us to make changes as needed. **Motion made by Commissioner Steele and seconded by Commissioner Waldron to move approval the Application for Extension to Provide Direct Services as incorporated in the WIOA 4 Year Plan; motion unanimously carried.**

President’s Report

Labor Market data for March 2020 shows and increase in regional unemployment from 3% to 4.3%. Updated numbers should be received this Friday and those numbers will increase. Also workers receiving 1099’s and Gig workers are not included in these numbers.

We recently completed an IT audit which is done every 2 years to see the strength of our network security (protecting clients and company data) and included in the packet is their report card. There are some areas to work on but overall we did a very good job. FCWD also sends phishing emails to staff to see if they open the link or report it. Only 1 person clicked on the link and other security measures kicked in. We continue staff training on phishing and security measures

CSNEFL: COVID-19 Update

Bruce reported on the measures CSNEFL has taken in response to COVID 19. Bruce has met with all staff on sanitizing, hand washing and the theme of rapid change and flexibility. All staff are now working remotely providing virtual services including a virtual call center. Call volume is high with most calls relating to unemployment claims. Paper unemployment applications are now available. WIOA student training is being done on line and will continue through summer. Welfare transition caseloads are up 39% since March 2 and Snap applications (able bodied adults) up 1200+ since March 20th. There is a 50% decrease in job orders from January to April 2020. Summer youth internships suspended for 2020. All youth contractors moved to virtual training and case management. WARN Notices (companies with 50+ employees) since March 15, 2020 are at 693; this number is higher since smaller companies are not required to report this information. The reopening of career centers will follow the directives of government entities. Centers hours will be from 9-4 (with sanitization being done from 8-9 and from 4-5; client access at the centers will be staggered by last name (A-M Monday/Wednesday and N-Z Tuesday/Thursday); all staff and clients required to wear face masks; electric hand sanitizer dispenser in every center; twice a month a virus and bacteria cleaning fogger will be done at the centers (kill bacteria and is not harmful to staff/clients); resource rooms will be reconfigured for social distancing; temporary facilities are being investigated in all counties to address the anticipated capacity increase. There is also a good Economic Impact Presentation link by The Florida Chamber of Commerce that members should access at their leisure.

Question: Will you be checking staff and client temperatures when they come in the door and will work stations be sanitized between clients: Yes to both questions.

Adjournment

The meeting adjourned at 1:40 p.m.