

**Business Enhancement Committee Meeting****Wednesday, January 13, 2021 – 3 p.m.****MINUTES****I. Call to order**

The meeting was called to order at 3:03 p.m. by Raymond Royce, Committee Chair. Mr. Royce inquired if any Requests for Public Comment had been made and was advised that none had been received.

**II. Introductions**

Roll was called to identify and confirm committee members present in the room and those participating by phone. Staff and others present were identified. It was determined that quorum had been established. See end of minutes for all attendees.

**III. Topic****Action Items:****A. Approve Private Training Provider – Miller Dynamics**

Referring to the Action Item in the committee packet, Donna Doubleday explained that the CSH Board has voted to exempt training providers from the conflict-of-interest process based on guidance from CareerSource Florida (CSF) and the Department of Education (DEO), except for situations where a Board member stands to benefit financially. As a potential Board member owned business, Miller Dynamics' application to become an approved training provider was brought before the Business Enhancement committee for review.

Requirements mandate the inclusion of a private training provider on the CSH Board. CSH's efforts to fulfill this requirement uncovered just one private provider, Miller Dynamics, operating within our 4-county area.

Miller Dynamics is provisionally approved by the commission for independent education. During discussion, it was explained that CSH provides consumer choice and, as part of that process, staff informs those receiving services that public institutions may not recognize credits earned at a private school; and that Miller Dynamics (like NBI Truck Driving Academy who formerly filled the private training provider Board seat) is incorporated.

After discussion, committee Chair Raymond Royce, asked if there were additional questions or concerns. None were noted.

- A motion was made by committee member, Meghan DiGiacomo, to approve Miller Dynamics Academy of Emergency Services as a CSH eligible Training Provider.
- Motion seconded by committee member, Laurel White.
- Motion carried unanimously.

**B. CSH to provide admin/fiscal for Hardee County IDA training**

Referring to the action item in the committee packet, Donna Doubleday (CSH President/CEO) explained that the Hardee County Industrial Development Authority has brought to CSH a concept to provide funding for CSH to serve as an administrative and fiscal coordinator of training services to meet the talent and skill needs of Hardee County businesses. Hardee County IDA has a suitable

funding source and recognizes CSH as ideally suited to provide training management services as this function is within the operational scope of CSH. CSH's auditors have indicated that such an agreement will not jeopardize CSH's nonprofit status. CSH would be required to charge the indirect rate and for direct time. CSH would also require that lump sum funds be provided in advance in a liability account until used. CSH would provide an accounting of all expended funds and backup documentation to Hardee County IDA. CSH staff has contacted the Department of Economic Opportunity to ascertain if the Employ Florida system can be used for tracking and documentation.

The actual implementation details still need to be worked out, and approved, by Hardee County IDA.

Depending on the guidance of the Hardee County IDA Board, this would be an opportunity for CSH to provide services to businesses not otherwise eligible. For qualifying businesses already receiving CSH services, this would not take the place of CSH funds, but provide a supplement to enhance services.

As discussed during the Business Enhancement committee meeting, CSH feels that, it would not be difficult to gather data for presentation to the legislature or DEO to educate constructive change to current guidance on the use of federal workforce funds.

If a business located in Hardee county had locations in this region, the provision of services to employees working in counties outside Hardee might be a possibility.

CSH staff is seeking approval to proceed with development of this concept to include contract creation, contract negotiations, and finalization of details for implementation.

Prior to proceeding to a vote, William Lambert (CSH Board member and employee of Hardee County) reiterated the expertise of CSH and their suitability to deliver training management services to Hardee County. Mr. Lambert recognized the need for administrative reimbursement to CSH and expressed his eagerness to move forward with the development of this concept.

Committee Chair, Raymond Royce, asked if there were any questions or concerns. None were noted.

As a related-party issue, William Lambert abstained from voting on this action and signed a conflict-of-interest form.

- A motion was made by committee member, Thomas Leitzel, to Direct CSH Chief Executive Officer to proceed with development of this concept, to include contract creation, contract negotiations, and finalization of details for implementation.
- Motion seconded by committee member, John Varady.
- Motion carried unanimously.

#### IV. Other

No other matters were brought before the committee.

#### V. Adjourn

Committee Chair, Raymond Royce, adjourned the meeting at 3:39 p.m.

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**Committee members present and participating:** Ray Royce (Chair), Russell Brown, Mary Kay Burns, Elizabeth Densmore, Meghan DiGiacomo, Stefanie Gonzalez, Yessenia Irizarry, William Lambert, Thomas Leitzel, William Nielander, John Varady, Laurel White

**Committee members absent:** Kevin Cundiff, Marivel Garza, Ken Kenworthy, David Royal, Sandra Swanson, Selvin McGahee, Tara Poulton, Mike Willingham

**Public attendance:** None

**CSH staff present:** Donna Doubleday, Ann Martin, Keith Hayden, Brian Mercurio