

MINUTES OF THE
CAREERSOURCE FLAGLER VOLUSIA
JOINT EXECUTIVE & NOMINATIONS COMMITTEES MEETING
OCTOBER 18, 2017

A meeting of the CareerSource Flagler Volusia Executive & Nomination Committees was called to order at 8:30 a.m., on the 18th day of October 2017 at the Administrative office of the organization, located at 329 Bill France Blvd., in the City of Daytona Beach, in the State of Florida, pursuant to written notice fixing said time and place; the same being filed and attached to these minutes.

Dr. Kent Sharples chaired the meeting and Ms. Ann Lesizza served as recording secretary.

The following members of the Executive Committee were present:

Ms. Denise Breneman, County Director – Special Olympics Florida
Dr. Kent Sharples, President – CEO Business Alliance
Ms. Cheryl Tanenbaum, SVP/CFO – Intracoastal Bank*
Mr. Reginald Williams, Vice President Human Resources – Neighbor To Family
Dr. Aubrey Long, Vice President – Bethune-Cookman University
Mr. Carlos Valderrama, Manager – Valderrama Partners
*via Conference Call

The following guests were also present:

Ms. Robin King, President & CEO – CareerSource Flagler Volusia
Ms. Ann Lesizza, Chief Administrative Officer – CareerSource Flagler Volusia
Mr. Charlie Howell, Vice President-Business Development & Technology – CareerSource Flagler Volusia
Ms. Christine Sikora, Vice President of Innovative Workforce Solutions – CareerSource Flagler Volusia
Ms. Velma Lowe, Managing Director of Operations – Career Steps, Inc.
Ms. Donna Runge, DEO Administrator – Department of Economic Opportunity
Ms. Jenny Stumbras, Business & Community Development Manager – Career Steps, Inc.
Ms. Jennifer Campbell, Chief Financial Officer – CareerSource Flagler Volusia
Ms. Jamie Newcomb, Professional Services Coordinator – Career Steps, Inc.

Dr. Sharples called the meeting to order and welcomed everyone. He stated that the first item was a report from the Industry Design Connection Committee meeting which was held on October 5, 2017.

Dr. Aubrey Long addressed the meeting to present the report. He stated that there were several items on their Agenda that were reviewed. The Committee discussed the decrease in funding from the State and how costs were being reduced to accommodate the decrease. Service delivery was changed to be more business-focused. He explained that business training primarily consisted of On-the-Job Training(OJT) of new employees and Customized Training (CT) for the retention of existing employees. Dr. Long continued to explain that shifting focus to a business model will enable the organization to serve more with our training funds. The Committee also discussed outreach and developing a workforce attraction sub-committee to establish a unified message between all the partners.

Dr. Long reported on the Committee's review of the Community Portal and the Talent Supply Dashboard. The Talent Supply Dashboard is the result of the joint efforts of four regional workforce boards, The Corridor and the University of Central Florida to illustrate the pipeline of local graduates and their respective fields.

The next item on the Agenda was a report from the Career Pathways Committee. Mr. Reggie Williams addressed the Committee members and stated that the Committee met on October 3rd and discussed the changes to the Daytona Career Center and they also discussed the Talent Supply Dashboard. He reported that Dr. Sherryl Weems from Daytona State reviewed the My TechHire Grant and stated that they are looking to serve 400 recipients over three years under that grant. The grant focuses on Technology and Manufacturing training. Dr. Sharples stated that both Committees are dealing with the supply of trained workers and there is a movement in Southeast Volusia to develop a new charter school to focus on occupational training.

The next item on the Agenda was a financial update. Ms. Jennifer Campbell updated the Committee on expenditures to date. Ms. Robin King explained that the reduction in space is not reflected on the budget. She reported that we were awarded a \$38,000 incentive award for Veteran's services. Ms. King advised that we have applied for three grants to CareerSource Florida for several initiatives. She requested that the Committee consider allowing the use of \$8,000 from the Corporate funds to distribute among the staff.

1. Upon motion duly made, seconded and unanimously carried, the Executive Committee approved the expenditure of \$8,000.00 from the Corporate funds.

The Executive Committee reviewed the Draft November Board Meeting Agenda. Ms. Robin King reviewed the proposed Agenda. The Committee approved the Annual Meeting Agenda subject to the required revisions.

Next, the Committee discussed the proposed slate of officers for the coming year.

Mr. Carlos Valderrama	Chair
Ms. Cheryl Tanenbaum	Vice Chair
Mr. Bret Schmidt	Secretary

2. Upon motion duly made, seconded and unanimously carried, the proposed slate of officers for 2018 was approved to be presented at the Annual Meeting.

Ms. King reported that we would need to elect a new Co-Chair for the Career Pathways Committee because Ms. Cheryl Tannenbaum will be the new Chair of the Finance Committee. Mr. John Wanamaker has volunteered to serve as Co-Chair of the Industry Demand Connection Committee.

Next, the Committee reviewed the Draft January Agenda. A brief discussion regarding the need to hold the meeting in a larger room because the January meeting is a planning meeting and invitations will be extended to all the non-board Committee members. Dr. Sharples suggested that we reach out to TeleTech to see if they might have a space large enough for us to use. Another suggestion was to ask the Speedway Corporation for space. Staff will research and arrange a larger space.

Ms. King continued to review the January Agenda and stated that the topic of conversation that she would recommend would be diversification of our revenue. She explained that we can no longer continue to rely totally on federal funds. Ms. King suggested that there might be a guest speaker to discuss establishing a foundation.

Ms. King reported to the Committee on post hurricane recovery efforts and advised that Charlie Howell participates on the local COAD. Flagler County had three disaster centers and Volusia had a FEMA-only center. We have been working with getting the word out on Disaster Unemployment Assistance, which has been extended until the end of October, serving those whose jobs were affected by Irma and who do not qualify for regular unemployment. Ms. King reported that she has been participating on the Bridge Loan Committee which is headed up by SBDC.

Ms. Robin King provided an update to the Committee regarding the Workforce Innovation and Opportunity Act and reported that the Continuing Resolution has been extended until December 8th. She will provide an update in November of the status of our Memorandums of Understanding (MOUs). Ms. King explained that the Opportunity Act requires that we have MOUs in place with the mandatory partners to demonstrate

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how they are engaged in our comprehensive center as well as how we are cost sharing to pay for our infrastructure.

Ms. King next discussed the National Association for Workforce Boards 2018 Annual Forum which will be held in March. She reminded them that for the past two years, the Executive Committee has been invited to attend and the registration deadline for the 2018 Forum is November 9, 2017. Ms. King asked the Committee members, based on the conversations about budgets, who should be invited to attend the March 2018 event. The Committee indicated that the incoming officers should be invited.

There being no further information to come before the meeting, it was adjourned.

Recording Secretary