

MINUTES OF THE  
CAREERSOURCE FLAGLER VOLUSIA  
EXECUTIVE COMMITTEE MEETING  
FEBRUARY 28, 2018

A meeting of the CareerSource Flagler Volusia Executive Committee was called to order at 8:30 a.m., on the 28<sup>th</sup> day of February 2018 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.

Mr. Carlos Valderrama 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  
Dr. Aubrey Long, Vice President – Bethune-Cookman University  
Mr. Carlos Valderrama, Manager – Valderrama Partners  
Mr. David Dougherty, CPA – Taxes & Financial Services

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. Jennifer Campbell, Chief Financial Officer – CareerSource Flagler Volusia  
Ms. Kathy Spencer, Director of Business & Career Services, Case Management, Inc.  
Mr. Howard Johnson, Data Manager – Eckerd Connects

Mr. Valderrama called the meeting to order and welcomed everyone. He stated that the first item was the approval of the 2018-2020 Plan updates. Mr. Valderrama stated that an Executive Summary was sent to each member via email along with the online link to the full plan prior to the meeting and a copy was also available on the iPads at each member's seat. The Plan updates are posted on the organization's web site.

1. After discussion, upon motion duly made, seconded and unanimously carried, the Committee approved the 2018-2020 Plan updates.

The next item on the Agenda was a review of the application for Board membership by Ms. Barbara Revels. The application had been forwarded to the members via email prior to the meeting and was also available on the iPads.

2. After discussion, upon motion duly made, seconded and unanimously carried, the Committee approved the application of Ms. Barbara Revels for Board membership.

Ms. Robin King addressed the meeting and stated that there are several Board members with terms ending on June 30<sup>th</sup>. A membership list was distributed and Ms. King asked the Committee to review the list prior to her contacting the members. After review, the Committee requested that Ms. King contact the members and follow the nomination process to renew their appointment by the Volusia County Council and the Flagler Board of County Commissioners.

The Committee reviewed the draft March 30, 2018 Board meeting agenda. The members discussed possible business speakers for the meeting. Ms. King stated that it had been mentioned previously that we could consider a presentation from Volusia County Schools regarding the Academies. It was suggested that staff might contact Mr. Peter von Lersner with B. Braun as a business presenter and have the Academies as a backup. Mr. Wanamaker stated that in addition to the Capital Day report, he would like to discuss the meeting of the Chairs Alliance.

Mr. David Dougherty presented the Career Pathways Committee Report. He stated that at the last meeting, the Committee selected *Qualified Talent Pool for Today and Tomorrow* as their priority goal for 2018. The main objective is to look at the needs of job seekers with significant disabilities and barriers to employment. The Committee discussed several different groups; older workers trying to get back into the workforce with technology barriers and not wanting the responsibilities they previously had. Mr. Dougherty discussed the Spring Sector Focus Groups to review the State's Skills Gap Survey that will be provided to the Board soon. The Career Pathways Committee discussed the grants that we received. After a lengthy discussion, the Committee determined that their primary focus would be individuals with disabilities in the labor force.

John Wanamaker presented the Industry Demand Connection Committee report for the Meeting that was held on February 8, 2018. He stated that Ms. King had reported on the OJT and CTs and that the minimum threshold wage was at \$10.00 an hour. Our performance benchmark has a wage requirement that is not being met. Ms. King explained how the benchmark is gaged and at \$10.00 an hour we are not able to meet that number and a majority of our OJTs have been at the lower wage. She reported that the minimum will be at \$12.00 an hour and she explained that there might be some instances where the number will change depending on the circumstances. Next, Mr. Wanamaker discussed moving forward with a staff-driven taskforce rather than a Committee for workforce attraction. He reported that Mr. Charlie Howell provided a presentation on our online training workshops. The Committee provided additional topics to be considered for online training workshops. Mr. Wanamaker talked about a list of open-ended questions that the Business Services Representatives could ask regarding employers current and future needs. Ms. King reported that the Business Service Representatives will be attending a sales training at Stetson University.

Ms. Robin King addressed the members and stated that our Executive Committee has met with the Executive Committees of CareerSource Brevard and CareerSource Central Florida over the past several years. It has been more than a year since there has been a joint regional meeting. Ms. King stated that her counterparts have not given positive feedback on when we should schedule the next meeting. She asked if she should continue to pursue scheduling a meeting? The next state board meetings will be in St. Augustine in May. She did not have information at this time on what the agenda would be. The members determined that there would need to be an agenda prior to scheduling a meeting.

Ms. King discussed the upcoming industry focus groups. She reported that the state has completed its survey and we are waiting for the results. We will schedule industry-focused groups. Ms. King stated that she will request that each member invite their counterparts. She discussed having a third party facilitate these meetings and gather the information and share with our partners. Ms. King stated that she wanted the businesses to feel unrestricted. She mentioned that she wanted the Executive Committee to put the agenda for the focus groups together. It would include the survey and asking businesses if the data is accurate. Asking for solutions around issues that the survey reveals. The list of business workshops would be presented and the businesses could prioritize which ones we should work on first. Setting it up to come back in a year and following with annual business summits that would be industry specific.

Mr. John Wanamaker reported on the Chair's Alliance meeting. The Chair's Alliance Committee is made up from past and/or present Board Chairs and Vice Chairs from each workforce board throughout the state. Mr. Wanamaker reported that the most recent meeting was extremely important and focused on a proviso language where there would be a cap on workforce boards salaries regardless of funding. He talked about the implications of the language and that the language is a reaction to recent problems with the Pinellas County workforce board. Additionally, he reported that the group discussed best practices. They discussed Ticket To Work and the need for each region to have representation at their meetings.

Ms. Robin King provided an update on the activities of the taskforce created by the Florida Workforce Directors Association (FWDA) to develop best practices that would ensure against fraudulent reporting concerns.

The final item on the Agenda was a discussion regarding the President & CEO's evaluation.

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

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Recording Secretary