

MINUTES OF THE MEETING  
OF  
CAREERSOURCE FLAGLER VOLUSIA

May 26, 2017

A Meeting of the Board of Directors of CareerSource Flagler Volusia, was called to order at 9:00 a.m., on the 26<sup>th</sup> day of May, 2017 at the Administrative office of the organization, located 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. Dr. Sharples requested the roll call and the Recording Secretary called the role and noted each person present.

The following members were present:

Ms. Nancy Bradley, Administrator – Daytona College, LLC  
Mr. Robert Davis, President – Lodging & Hospitality Association of Volusia County  
Mr. David Dougherty, CPA – Taxes & Financial Services  
Mr. Rob Ehrhardt, Director – Volusia County Division of Economic Development  
Mr. Daniel Hunt, Business Manager – IBEW Local Union 756  
Ms. Yovancha Lewis-Brown – Area 2 Director – Division of Vocational Rehabilitation  
Dr. Tom LoBasso, President – Daytona State College  
The Honorable Donald O'Brien, Commissioner – Flagler County Board of Commissioners  
Mr. Andrew Spar, President – Volusia United Educators  
Ms. Cheryl Tanenbaum, SVP & CFO – Intracoastal Bank  
Dr. Kent Sharples, President – CEO Business Alliance  
Ms. Helga van Eckert, Executive Director - Flagler County Department of Economic Development  
Mr. Carlos Valderrama, Manager – Valderrama Partners, LLC\*  
Mr. Tyrone Walker, Human Resource Generalist – Raydon Corporation  
Mr. John Wanamaker, CCIM – Coldwell Banker Commercial AI Group  
Mr. Reginald Williams, Vice President – Neighbor to Family, Inc.  
\*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. Charles Howell, Chief Information Officer – CareerSource Flagler Volusia  
Mr. Lou Paris, Innovation and Communications Director – CareerSource Flagler Volusia  
Ms. Christine Sikora, Chief Program Officer - CareerSource Flagler Volusia

Ms. Nancy Mills, Quality Policy Manager - CareerSource Flagler Volusia  
Ms. Kathy Spencer, Director of Business & Career Services - Case Management Inc.  
Ms. Jennifer Gosling, Executive Assistant – CareerSource Flagler Volusia  
Mr. Michael Zaharios, III, Director – Florida Virtual Entrepreneur Center  
Ms. Velma Lowe, Managing Director of Operations – Career Steps, Inc.  
Ms. Jennifer Campbell, Chief Financial Officer – CareerSource Flagler Volusia  
Ms. Kathy Spencer, Director of Business & Career Services – Case Management, Inc.  
Ms. Donna Runge, Administrator – Dept. of Economic Opportunity  
Mr. Howard Johnson, Data Manager – Eckerd Workforce Development Services

Dr. Kent Sharples called the meeting to order and stated that the next item on the Agenda was the Consent Agenda. He stated that there were no related party agreements to report for this meeting.

1. After discussion, upon motion duly made, seconded and unanimously carried the Board approved the Consent Agenda as presented.

Next, Dr. Sharples introduced Mr. Michael Zaharios, Director of the Florida Virtual Entrepreneur Center. Mr. Zaharios addressed the meeting and distributed a copy of an Analytics Report for Volusia County. He stated that his message, as he travels around the state, is that we are all entrepreneurs. He explained what he meant and provided several examples of employees thinking outside the box; it's a mindset, a philosophy. Mr. Zaharios reported that there are 32 resources available to entrepreneurs in Volusia County. He stated that thanks to CareerSource Flagler Volusia and other partners throughout the County, we host One Million Cups on Wednesday mornings. Mr. Zaharios briefly reviewed the various local resources and events supporting entrepreneurs. He recommended visiting [www.flvec.com](http://www.flvec.com); Florida Virtual Entrepreneur Center where there is a listing of all the resources by county. Ms. Robin King reported that Mr. Zaharios will be joining the Industry Demand Connection Committee.

Dr. Sharples advised that the next item was the Executive Committee Report. He reported that they combined the Executive Committee, Nominations Committee and Bylaws Committee. Dr. Sharples called attention to the Minutes of that meeting. He stated that all members received a copy of the proposed Bylaws 30 days ago, via email, in accordance with the current Bylaws. Dr. Sharples called for a motion to approve the Bylaws as presented.

2. After discussion, upon motion duly made, seconded and unanimously carried, the Board approved the Bylaws as presented.

Dr. Sharples next addressed new Board membership and called attention to the members listed. He reported one change; Bradley Giles will be serving on the Board.

3. After discussion, upon motion duly made, seconded and unanimously carried, the Board approved the new Board members as presented:

Ms. Mary Jo Allen  
Mr. Sean Lafferty  
Mr. Mark Lanham  
Mr. Bradley Giles

The next item to come before the Board was approval of the 2017-2018 Budget. Dr. Sharples advised that once the Board approved the Budget it would then go before Volusia and Flagler Counties for approval. He reported that unemployment in Volusia and Flagler Counties is down, which is good but that does impact the budget significantly. Ms. Robin King addressed the Board and pointed out that the difference in this budget is that there are very little set asides for 2018-2019. The discussion that was held in the Finance Committee was that staff would develop a transition plan on how to save money during 2017-2018 as well as generate revenue.

Mr. John Wanamaker discussed several statewide efforts to think outside the box. He stated that while unemployment is low, we are tasked with training workers. He mentioned that Broward raised almost \$2,000,000 through their ticket-to-work program of non-discretionary funds. They used the funds to purchase a building and eliminated rent payments. Ms. King reported that we are currently using our ticket-to-work funds to provide a full-time staff position.

4. After discussion, upon motion duly made, seconded and unanimously carried, the Board approved the 2017-2018 Budget.

Dr. Sharples called on Ms. Cheryl Tanenbaum and Mr. Reggie Williams to discuss the Career Pathways Committee meeting. Mr. Williams commented that there had been excellent input at their meeting identifying activities and goals. Dr. Sharples explained that the goals of the organization had been distributed prior to the meeting and the spreadsheet indicates each Committee's decision regarding the objectives selected to achieve the goals.

Ms. Robin King addressed the Board members and reminded the members that about one year ago, the IBEW Electrical Union had requested that this Board invest in the Certification Lab. The Lab has been built and Ms. King shared an invitation with the Board to visit the Lab on June 13<sup>th</sup> between 1:00 p.m. and 5:00 p.m.

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Dr. Sharples stated that the next meeting of the Board of Directors is scheduled for August 18, 2017 and the Executive Committee will meet on July 19, 2017.

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

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Recording Secretary