

**MINUTES OF THE MEETING
OF
CAREERSOURCE FLAGLER VOLUSIA**

MARCH 30, 2018

A Meeting of the Board of Directors of CareerSource Flagler Volusia, was called to order at 9:00 a.m., on the 30th day of March 2018 at the Administrative office of the organization, located at 329 Bill France Blvd., 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. Mr. Valderrama requested introductions in lieu of calling the role and the Recording Secretary 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. Brad Giles, President/CEO – Giles Electric, Inc.
Mr. Daniel Hunt, Business Manager – IBEW Local Union 756
Ms. Yovancha Lewis-Brown, Area 2 Director – Vocational Rehabilitation
Dr. Aubrey Long, Vice President – Business & Community Development - Bethune-Cookman University
The Honorable Donald O'Brien, Commissioner – Flagler County Board of Commissioners
Mr. Bret Schmitz, President – Hudson Technologies
Dr. Kent Sharples, President – CEO Business Alliance
Mr. Andrew Spar, President – Volusia United Educators
Ms. Cheryl Tanenbaum, SVP & CFO – Intracoastal Bank*
Mr. Carlos Valderrama, Manager – Valderrama Partners, LLC

*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, Vice President-Business Development & Technology – CareerSource Flagler Volusia
Ms. Christine Sikora, Vice President-Innovative Workforce Solutions - CareerSource Flagler Volusia
Ms. Jennifer Campbell, Chief Financial Officer – CareerSource Flagler Volusia
Ms. Kathy Spencer, Director of Business & Career Services - Case Management Inc.
Ms. Jennifer Gosling, Executive Assistant – CareerSource Flagler Volusia

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Mr. Howard Johnson, Data/EFM Manager – Eckerd Connects
Mr. Remie Beaulieu, Senior Network & Systems Engineer – CareerSource Flagler Volusia
Ms. Donna Runge, Administrator – Department of Economic Opportunity
Ms. Velma Lowe, Managing Director of Operations – Career Steps, Inc.
Mr. Pete von Lersner, B. Braun Medical, Inc.

The first item of business was the review for approval of the Consent Agenda. Mr. Valderrama reviewed the items on the Consent Agenda and requested a motion to approve.

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

Next, Mr. Valderrama introduced the Business Speaker for the meeting; Mr. Peter von Lersner. Mr. von Lersner, from B. Braun Medical, Inc., addressed the Board members and guests and provided a brief background of his manufacturing history in our community along with information on B. Braun Medical, Inc. He explained their extensive investment process in our community. B. Braun is a 178-year-old family owned business headquartered in Melsungen, Germany. They are the 10th largest medical device manufacturer in the world and the third largest medical device employer. He described the company operations and focused on Daytona Beach, in particular. Mr. von Lersner explained the hiring plans for the Daytona Beach facilities and their anticipated operation plan.

Mr. Valderrama next reminded Board members to be sure to submit their bio information if they had not already done so. He also encouraged the members to visit one of the Career Centers. Mr. Valderrama reported that he visited the Orange City Center this past week to attend the event held for the Hurricane Maria evacuees.

Ms. Robin King reported to the meeting on the Capitol Day on behalf of John Wanamaker who was unable to attend the meeting. She advised that since we became CareerSource, a Capitol Day is held each February in Tallahassee in order to meet and speak to legislators. Ms. King explained that this year was different. Because of the issues in west Florida, only a select few visited with a select number of legislators. There were several state board and committee meetings held during this time.

Next, Mr. Valderrama called attention to the Minutes of the February 28, 2018 Executive Committee Meeting and advised that there were several items approved by the Committee that required Board ratification; the approval of the Two-Year Plan Update and the nomination of Ms. Barbara Revels to the Board.

2. After discussion, upon motion duly made, seconded and unanimously carried, the Board of Directors ratified the actions of the Executive Committee at the February 28, 2018 meeting.

The next item on the Agenda was the report from the Finance Committee. Mr. Valderrama called attention to the Minutes that were placed on the iPads prior to the meeting. He stated that there were several recommendations that required Board approval. The first was approval of the Auditing firm for the coming year. We are required to select a new auditing firm every five years. Mr. Valderrama advised that a spreadsheet was on the iPads that listed all the firms that replied to our Request for Qualifications. The Finance Committee had reviewed each and is recommending RSM Auditing.

3. After discussion, upon motion duly made, seconded and unanimously carried, the Board approved RSM Auditing. Staff were instructed to negotiate an agreement with RSM Auditing.

Ms. Robin King addressed the meeting and advised that the IDC Committee had recommended that staff create online workshops for businesses in order to generate revenue for the organization. In order to accomplish this, we need to spend unrestricted funds to produce the workshops. She explained the costs involved and advised that the total cost for one year is \$36,651. Ms. King advised that the Finance Committee is recommending to the Board that we withdraw \$36,651 from the Corporate Funds for this project.

4. After discussion, upon motion duly made, seconded and unanimously carried, the Board approved withdrawing \$36,651.00 from the unrestricted Corporate Investment Fund to develop online business workshops.

Mr. Valderrama asked Ms. King to discuss the advertising piece of the income diversity plan. Ms. King addressed the Board members and stated that the advertising model we are developing is similar to a model that Stetson uses. She explained that we have three Career Centers and that last year 34,000 people came to those Centers. We want to put together an advertising package which would generate program income. For businesses that are in hiring mode, we could put together printed materials on our walls or digital signage so businesses could attract job seekers. These materials would highlight those businesses. Ms. King explained program income vs. non-restricted income.

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1. After discussion, upon motion duly made, seconded and unanimously carried, the Board authorized staff to move forward with advertising in the Career Centers.

The next item on the Agenda was Board member comments. Mr. Andrew Spar addressed the Board and reported that at a recent meeting with the District they were reviewing projected student enrollments in Volusia County over the next few years and, relevant to workforce, is that they are seeing a sharp increase in the average age of people living in Volusia County. Mr. Spar stated that to him, this implies that fewer families are moving here as well as younger individuals are not staying. He reported flat student growth over the next five years. A discussion followed. Ms. Robin King reported that the IDC Committee is focusing on workforce attraction. Workforce attraction focuses on keeping the individuals we have in our high schools and the graduating seniors from our colleges. She stated that a meeting has been scheduled with the Chamber and with Volusia Proud this week to determine next steps.

Mr. Robert Davis discussed a meeting at Daytona State where the topic dealt with the lack of Agricultural Science studies in our area. He stated that last year there were more than 2,000 students in Volusia County taking Agricultural Science courses. Not one of the colleges offer Agricultural Science courses. He explained that we are exporting our students to other states for the first two years. He is working with the Chancellor to address the problem. Additionally, Mr. Davis discussed a program starting at Bethune Cookman with the visually impaired. He talked about the hiring needs of the local employers.

Ms. Robin King reported on the March 10th Veteran's Standdown event in Palm Coast. The event assisted homeless veterans and veterans in need. Ninety-four participants attended the event. That day they distributed 700lbs. of food and another 500lbs were directed to the Salvation Army to be distributed through the VFW. During the event haircuts and clothing are provided in addition to basic medical services such as vital signs. A similar event will take place in June in Volusia County.

Ms. King provided a brief summary of her trip to the National Association of Workforce Boards (NAWB) conference in Washington, D.C. She reported that the majority of attendees are board members and she brought back several good ideas on serving ex-offenders and summer youth programs. Ms. King also reported that, based on the budget that was passed last week, it appears that the Opportunity Act money; the bulk of our funds, is staying about the same as last year. We will receive about \$100,000 cut in our TANF funds.

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Mr. Robert Davis addressed the Board and reported that one in four individuals in Volusia County cannot read past the fourth-grade level. He discussed the effect of this on the workforce and asked what to do to address this problem. Mr. Davis reported on the funding cuts to the Volusia Literacy Council and the cuts in the Learning Center at Daytona State College.

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

Recording Secretary