

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

MAY 25, 2018

A Meeting of the Board of Directors of CareerSource Flagler Volusia, was called to order at 9:00 a.m., on the 25th day of May 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. Mary Jo Allen, Executive Director-RN – Halifax Health Hospice & Palliative Care*
Ms. Nancy Bradley, Administrator – Daytona College, LLC
Ms. Denise Breneman, County Director – Special Olympics Florida
Mr. Robert Davis, President – Lodging & Hospitality Association of Volusia County
Mr. David Dougherty, CPA – Taxes & Financial Services
Mr. Daniel Hunt, Business Manager – IBEW Local Union 756
Mr. Mark Lanham, Manager - Walgreens
Dr. Aubrey Long, Vice President – Business & Community Development - Bethune-Cookman University
Mr. Bret Schmitz, President – Hudson Technologies
Dr. Kent Sharples, President – CEO Business Alliance
Mr. Andrew Spar, President – Volusia United Educators
Ms. Helga van Eckert, Executive Director – Flagler County Dept. of Economic Opportunity
Ms. Cheryl Tanenbaum, SVP & CFO – Intracoastal Bank
Mr. Tyrone Walker, Human Resource Generalist – Raydon Corporation
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
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. Brad Harris, Business Manager – Volusia County Division of Economic Development
Mr. Brian Willard, Program Manager – Road To Success, Flagler County Schools
Ms. Kelly Amy, Coordinator of Career & Technical Education – Volusia County Schools
Mr. Jesse McGee, Career Service Advocate Supervisor – Case Management, Inc.
Ms. Sherryl Weems, Associate Vice President – Daytona State College
Ms. Barbara Revels, President/Owner – Coquina Construction, Inc.

Next, Mr. Valderrama welcomed the newest Board member, Ms. Barbara Revels. 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 Ms. Kelly Amy from Volusia County Schools. Ms. Amy addressed the Board members and discussed a recent hiring event held for high school seniors. She explained that the event was geared towards graduating seniors who will not be moving on to college or who are staying in the local area and need a full-time job. Ms. Amy explained the collaboration between CareerSource Flagler Volusia and the schools. She reported that it was a very successful event. Events were scheduled on both sides of the County and many businesses participated.

A brief discussion followed regarding efforts to engage businesses with students at different levels; elementary, middle and high school. Ms. Amy reported on various events in career exploration for students. Mr. Robin King advised that the hiring event was the first and will continue in the future. She explained that in addition to the businesses, each event included a resource area with representatives from Vocational Rehabilitation and Daytona State College. We received positive feedback from the businesses and the students. Ms. Amy discussed the high school showcase which presents various options for students as they enter high school. She stated a big piece that is missing is a larger scale career exploration fair.

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Mr. Jesse McGee addressed the meeting and reported that the DeLand Beacon and Daytona News Journal attended the events and he passed around an article from the Beacon regarding the event. Mr. McGee stated that he and staff had toured all of the Volusia County high school academies and the academies would welcome business speakers to address the classes. The high school academies are for students from the ninth through the twelfth grades. He explained that currently there is an advisory board at Atlantic High School that provides input from the businesses to help guide their curriculum in the right direction.

Mr. Valderrama called attention to the Agenda and advised that the next item was the report of the Executive Committee. He stated that the Committee met on April 25th and the minutes of the meeting were provided in the Agenda package. Mr. Valderrama requested a motion to ratify the actions of the Executive Committee.

2. After discussion, upon motion duly made, seconded and unanimously carried, the Board of Directors ratified the actions of the Executive Committee at the April 25th meeting.

Mr. Valderrama called on Mr. David Dougherty to report on the May 10th, 2018 meeting of the Career Pathways Committee. Mr. Dougherty stated that there were two main issues of focus. The first was performance measures. He advised that Ms. King reported to the Committee and the data used is historical and not current. He explained that we are working on methods to obtain better more current data. The second focus was a review of contracts. Mr. Dougherty explained that contracts for services are procured every four years via an RFP process and that contracts are renewed annually. He reported that the Committee had reviewed the contracts for renewal and they were recommending that the Adult Service Contracts for Career Steps, Inc. and Case Management, Inc. be approved and the Youth Service Contracts for Eckerd Connects and Road to Success be approved. Mr. Dougherty reported that a current requirement with the Youth Service Contracts is that 60% of the students attain a diploma or GED. The Committee is recommending that the Youth Service Contract requirement for a diploma or GED be increased to 70% of the students.

3. After discussion, upon motion duly made, seconded and unanimously carried, the Board approved the renewal of the Adult Service Contracts with Career Steps, Inc. and Case Management, Inc.
4. After discussion, upon motion duly made, seconded and unanimously carried, the Board approved the renewal of the Youth Service Contract with Eckerd Connects including the requirement that 70% of the Youth served attain a diploma or GED.

5. After discussion, upon motion duly made, seconded and unanimously carried, the Board approved the renewal of the Youth Service Contract with Flagler County Schools and George Washington Carver Foundation for the Road to Success program including the requirement that 70% of the Youth served attain a diploma or GED.

Mr. Bob Davis addressed the meeting and advised that there is a significant drop in the Adult Education graduates since the State is now charging \$30.00 per course. Additionally, Mr. Davis expressed concern regarding the \$126.00 charge for the GED exam.

Mr. Valderrama called attention to the spreadsheet that was provided regarding the Board's Strategic Goals. He reminded the members that each Committee had prioritized their strategic goals. The spreadsheet was an updated progress report.

Next, Mr. Valderrama reported on several recent events that he attended, the State Board of Directors meeting and the Chairs Alliance Group. He expressed appreciation for the Chairs Alliance Group and explained that this group afforded him an opportunity to discuss local interests and activities, policies and best practices and provides an opportunity to network with his peers. The other event that Mr. Valderrama attended was presented by the Florida Chamber Foundation; the Florida Business Leaders' Summit for Prosperity and Economic Opportunities. He discussed how businesses are becoming more engaged in better understanding the causes of poverty and becoming more involved with the prosperity goals for local communities.

Mr. Valderrama called attention to the Informational items in the Agenda package. He called on Ms. Robin King to discuss the Productivity and Outcomes Report that was on the iPads. She explained that the State and Federal performance measures that we are held accountable to for measures activity from 18 months ago; not a good tool to know what is going on currently. Ms. King advised that what we are providing are better indicators in more real time. The report that was distributed is an evolving document and can provide the information that the Board would want to see. Ms. King reviewed the report and responded to questions. Also included with the Informational Items was the Financial Report which highlighted expenditures through March 2018.

Mr. Daniel Hunt addressed the Board and provided a success story. He told of a recent job fair held in the Northwest Volusia area. A 19-year-old young man who attended the job fair was employed by Giles Electric and is now entering the apprenticeship program.

A question was raised regarding the Financial Disclosure form. There is a box on the form asking if the individual completed ethics training. A brief discussion between the members concurred that training was only required for elected officials. Ms. Ann Lesizza will contact the Commission on Ethics and confirm.

Ms. King provided several updates. She addressed Mr. Davis' concerns regarding the cost for the GED test and reported that we have a great partnership with Daytona State College and they are providing GED classes at the Orange City Career Center at no cost and Volusia County Human Services, through a community services block grant, will pay for the GED tests for residents of Volusia County.

Ms. King announced that we received a \$100,000 HVAC apprenticeship program grant that we will be doing with Flagler Technical Institute.

Ms. King next reported that our two-year plan was approved by the CareerSource Florida Board. She advised that the State Survey data has been released and we are moving forward with scheduling the Focus Groups and will provide the results at our August Board meeting.

Ms. King stated that CareerSource Florida has requested that we conduct a construction job fair for the week of June 11th. We are not getting a response from any companies. She stated that we could accommodate different times if needed. Ms. Barbara Revels stated that basically the contractors are too busy and while they need employees, they are too busy to stop.

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

Recording Secretary