

MINUTES OF THE  
CAREERSOURCE FLAGLER VOLUSIA  
EXECUTIVE COMMITTEE MEETING  
FEBRUARY 28, 2019

A meeting of the CareerSource Flagler Volusia Executive Committee was called to order at 9:00 a.m., on the 28<sup>th</sup> day of February 2019 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:

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  
Ms. Nancy Bradley, Administrator – Daytona College, LLC\*  
Mr. Bret Schmitz, President – Hudson Technologies  
Mr. Tyrone Walker, District Leader - Primerica

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  
Ms. Judy Brown, Innovation & Processes Manager – Career Steps, Inc.  
Ms. Jenny Stumbras, Business & Community Development Manager – Career Steps, Inc.  
Ms. Jenn Hale, Program & Monitoring Manager – CareerSource Flagler Volusia  
Ms. Felicia Benzo, Founder & CEO – Catalyst Global Youth Initiatives, Inc.

\*via conference call

Mr. Valderrama called the meeting to order and welcomed everyone. He stated that the first item was the review of the Agenda for the March 29<sup>th</sup> Board Meeting. Mr. Valderrama stated that there will be the Annual Performance Report from the Department of Economic Opportunity (DEO). Ms. Robin King addressed the Committee and stated that the report from DEO is expected to be approximately 30 minutes. She stated that currently we do not have a business speaker lined up and recommended, because of the time allotted to DEO, that the Committee consider having a conversation regarding the Gig economy. Ms. King advised that CareerSource Florida has commissioned a study that will conclude in May and provided a printed portion of that study. She suggested that the Board discuss what our place might be in support of the upcoming Gig economy.

Next, Mr. Valderrama called on Ms. Nancy Bradley to report on the Career Pathways Committee Meeting. Ms. Bradley addressed the Committee and stated that the members had received the minutes of the meeting with the Agenda. She reported that the Committee had good discussion regarding accomplishments and future issues. Ms. Christine Sikora reported on specific items. She stated that the Committee reviewed the Strategic Goals; what was mentioned at the January Board meeting focusing around the presentations by the Florida Chamber Foundation and the Orlando Partnership. The Committee discussed their role regarding review of the current contracts. The Career Pathways Committee is responsible to review the performance of the current contractors and recommends renewing or not renewing. Ms. Sikora stated that sometime over the summer, the Committee will review different service models since she will be writing the Request for Proposals for the Center Operator, Career Services and our Young Adult Services.

Mr. Valderrama next requested that Dr. Aubrey Long report on the Industry Demand Connection Committee meeting. Dr. Long stated that the Committee met on January 29<sup>th</sup> and he reported that Mr. Charlie Howell demonstrated the new OJT mobile app. Once a record is saved with the app, it is sent to a quality assurance specialist for approval and then to Ms. King for final approval. He reported that the Committee discussed the Customized Training campaign activities. The Committee had suggested various ways to educate the businesses as to what we offer through the training. Additionally, Dr. Long stated that the Committee looked at the priorities and goals for the coming year. Mr. Tyrone Walker added that the Business Service Representatives are limited to \$9,333 per month each for OJTs for their territories. In order to be flexible, the BSRs are allowed to share their funds.

The next item on the Agenda was a presentation by Ms. Felicia Benzo with Catalyst Global Youth Initiatives, Inc. Ms. Robin King provided a brief background on how she met Ms. Benzo and her strong advocacy for youth. Ms. King stated that recently Ms.

Benzo talked to her about a need they have around their mentoring program. Ms. King explained to the Committee members that we do have discretionary unrestricted funds that we have invested in a variety of different things over the years that our normal allocations cannot cover.

Ms. Felicia Benzo addressed the Committee and discussed the mentoring program. She explained that it is a one-on-one mentoring program. It is a long-term mentoring program which begins in elementary school and goes through to high school graduation. The purpose is to provide the social and emotional tools that the children are not getting to become professional, productive, contributing human beings. Ms. Benzo was very proud to tell the Committee that it is successful. The program provides consistency; 60% of the mentors have mentored the same child for many years. Ms. Benzo discussed how the program for males, DREAM, came about. She highlighted the various details of what the program covers and the successes the youth are experiencing. Ms. Benzo responded to questions from the Committee. They asked about the amount of funding and the follow up. The Committee members reviewed the budget items that had been presented and discussed various expenses involved. The Committee members expressed a desire to support the program and stated it was a very worthwhile model. The members requested that Ms. Benzo present a formal proposal to include an analysis of what the outcomes of the program might be and a budget. The Committee requested that the proposal include a brief paragraph or two on sustainability.

Ms. Robin King provided a report on the Industry Focus Interchange Event which was held on February 22<sup>nd</sup>. She stated that she felt it was a successful event and asked Mr. Bret Schmitz to comment on the discussions with his group. Ms. King stated that we engaged with businesses that we have not worked with previously. The construction group invited the Building departments of the cities and the City of Daytona participated. The general managers of One Daytona, Tanger Outlets and Tomoka Town Center were there. Ms. King reported that there was a lot of conversation around solutions. There will be follow up meetings with all of the partners over the next few weeks and we will figure out what our next steps are and looking to schedule the next event around August.

Mr. Bret Schmitz reported that the biggest benefit for him was that everyone was at the table and everyone was able to hear each other's challenges and share ideas on how to solve those challenges. He stated that it went much better than he thought it would and he felt valuable connections were made. Mr. Schmitz stated that we need to continue the Interchange Event.

Ms. Nancy Bradley commented on how much they were able to gain from hearing the employers and their needs. She stated that all the education providers were able to better understand what services each provided, and they stated that the information was very beneficial. Ms. Bradley said that the comment that was repeated many times was the need for soft skills. The Healthcare group was very enthusiastic about doing the next event.

Next, Ms. King stated that the State Board held their meetings in mid-February. She provided a portion of a presentation by Mr. Ron Painter, the CEO of the National Association of Workforce Boards (NAWB). Ms. King stated that there is some very good information regarding the Board responsibilities. She explained that Mr. Painter's presentation included conversation on what a healthy board would be talking about. Ms. King stated that with the business speakers we have had coming in over the past year we are getting in the right place to talk about issues and trends. Also, CareerSource Florida's Board approved a State Apprenticeship Policy.

Next, Ms. Ann Lesizza addressed the Committee and called attention to a banking resolution included with their Agenda package and explained that the Board had approved our changing banks to Fifth Third Bank a while ago. The actual resolution as presented by the bank needed to be included in the minutes. Ms. Lesizza requested that the Committee approve the resolution as presented.

1. Upon motion duly made, seconded and unanimously carried, the Executive Committee approved the Fifth Third Banking resolution as presented:

RESOLVED, that Fifth Third Bank ("Bank") is designated a depository of the Company, with full authority to accept deposits made at any time, by any person, and in any form to the credit of this Company in accounts with Bank, in accordance with the written and verbal instructions of the person(s) presenting the funds for deposit or of any document accompanying said deposits and subject to the rules and regulations of Bank.

RESOLVED FURTHER, that Bank is authorized to pay or otherwise honor or apply without inquiry and without regard to the application of the proceeds all checks, drafts, and other orders for the payment, transfer and withdrawal of money from any and all accounts maintained by this Company with Bank, including those drawn to the individual order of a singer, when signed, accepted or endorsed by any of the following officers or employees of this Company:

Printed or Typed Name:

Robin R King	President & CEO
Carlos Valderrama	Board Chair
Jennifer Campbell	CFO
Charles Howell	VP

RESOLVED FURTHER, that any of the above named officers(s), member(s), or partners is/are hereby authorized on behalf of the Company to (i) execute the necessary documents to conduct, if applicable, wire transfer services, automated clearing house transactions, electronic data interchange, sweep services, deposit management services, and lockbox services; and (ii) authorize outgoing wire transfer requests and transfer to and from the accounts of this Company using the funds transfer system of the automated clearing house.

RESOLVED FURTHER, that any of the above named officer(s), person(s), member(s), or partner(s) is/are hereby authorized on behalf of this Company to delegate to another person or persons, as evidenced in a form provided by Bank and executed by any of the above named officer(s), person(s), member(s), or partner(s), the authority to (i) serve as a Channel Administrator as that term is defined under the Bank's Online Channel Access Agreement that governs *Channel Services*, such as Fifth Third Direct; and (ii) initiate electronic funds transfers through use of a Channel Service or through Direct Send File Transfer.

RESOLVED FURTHER, that a facsimile signature of any or all of the above-named signers shall constitute the signature of said signer, regardless of by whom or by what means the actual or purported facsimile signature may have been affixed, if such facsimile signature resembles the facsimile specimen(s) (if any) filed with Bank by the secretary or other officer of this Company.

RESOLVED FURTHER, that the Bank is authorized to rely upon the foregoing resolution until receipt by Bank of written notice of any change or revocation.

Next, Ms. Robin King stated that we serve at the pleasure of the Governor and there is a two-year designation. We can maintain our designation as long as we meet our performance measures and we are fiscally sound. Ms. King stated that she must go before the Counties and request approval of our continued designation. She will go before Flagler County on March 4<sup>th</sup> and Volusia County Council on March 5<sup>th</sup>.

Ms. King advised that back in January she had reported that we were awarded three grants from CareerSource Florida and that she would let the Committee know when we

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received the funds. We received the Notice of Fund Availability. In total we have an additional \$513,649 for three programs; one is the Apprenticeship Program with Hudson Technology, more funds toward the STARS Program to serve individuals with disabilities, and the third program is a technology training program specific for seniors.

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

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Recording Secretary