

MINUTES OF THE
CAREERSOURCE FLAGLER VOLUSIA
JOINT EXECUTIVE & FINANCE COMMITTEE MEETING
APRIL 25, 2019

A meeting of the CareerSource Flagler Volusia Executive and Finance Committees was called to order at 9:00 a.m., on the 25th day of April 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. Mr. Valderrama asked for introductions in lieu of the role call. The recording secretary noted each person present.

The following members of the Executive and Finance Committees were present:

Ms. Cheryl Tanenbaum, SVP/CFO – Intracoastal Bank
Dr. Aubrey Long, Vice President – Bethune-Cookman University
Mr. Carlos Valderrama, Manager – Valderrama Partners
Dr. Kent Sharples, President – CEO Business Alliance
Ms. Nancy Bradley, Administrator – Daytona College, LLC
Mr. Bret Schmitz, President – Hudson Technologies
Mr. Tyrone Walker, District Leader – Primerica
Mr. Derek T. Triplett – 3D Trip Enterprises, Inc.

The following guests were also present:

Ms. Robin King, President & CEO – CareerSource Flagler Volusia
Ms. Ann Lesizza, Chief Administrative Officer – CareerSource Flagler Volusia
Ms. Jennifer Campbell, Chief Financial 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. Jamie Newcomb, Professional Services Coordinator – Career Steps, Inc.
Ms. Kathy Spencer, Director of Business & Career Services, Case Management, Inc.
Mr. Howard Johnson, Data Manager – Eckerd Connects
Mr. Mack Thomas, Area Manager – Eckerd Connects
Mr. Brian Willard, Director – Road to Success Program
Ms. Jenn Hale, Program & Monitoring Manager – CareerSource Flagler Volusia

*via Conference call

Minutes of the Meeting

April 25, 2019

Page Two

Mr. Valderrama called the meeting to order and welcomed everyone. He stated that the first item was a review of the draft May 24, 2019 Board Meeting Agenda. Mr. Valderrama stated that we are anticipating guests from the state to attend the meeting. Ms. Robin King explained that the CareerSource Florida Board meeting is being held in Palm Coast and she invited the new Department of Economic Opportunity Division Director and the CareerSource Florida Workforce Director to attend our meeting since they will be staying so near.

Next, Ms. Nancy Bradley reported to the Committee on the activities of the Career Pathways Committee (CPC). She reported that they met on March 21, 2019 and discussed the Alliance4 Event which was held at the Hard Rock Hotel on February 22, 2019. Ms. Bradley stated that it was a very successful event which we will continue. The next scheduled event is planned for September 6, 2019. She reported that the Committee was informed about successes with the STARS program and other events that had occurred. Ms. Bradley stated that the CPC reviewed the current contracts' performance and discussed extension of those contracts. She advised that the Committee approved a recommendation to the Board of Directors to extend all the existing contracts for one year.

Mr. Carlos Valderrama called on Mr. Tyrone Walker to report on the activity of the Industry Demand Connection Committee (IDCC). Mr. Walker addressed the Executive and Finance Committees and stated that the IDCC also talked about the Alliance4 Event. He reported that one of the topics discussed with his group was the Kentucky FAME Program; an advanced manufacturing training to ensure the future workforce. Mr. Walker also stated that the Manufacturing Industry Sector talked about their issues with soft skills. One of the main focuses of the Alliance4 will be to create some possible solutions to the issues that were discussed. He advised that there were six event attendees that expressed an interest in serving on CareerSource Flagler Volusia Committees. Mr. Walker reported that the Committee members reviewed their strategic goals.

Ms. Jennifer Campbell reviewed the proposed 2019-2020 Budget for the Committee. She reported that the proposed budget was prepared based on the preliminary allocations that we received. Ms. Campbell explained that she has been in touch with the state to find out if there will be any additional funding cuts. She explained that we anticipate \$265,000 in funding cuts, and there may also be about \$292,000 of supplemental funds that will offset the cuts. Additionally, not included in the budget proposal is the Rural Initiative which we may receive along with possible incentive funds. Next, Ms. Campbell explained that we worked hard on containing expenses and

that the proposed budget includes a 3% cost of living increase. She highlighted the funding streams and discussed the hurricane funds. We have exhausted all the Matthew funding and we will carry over about \$20,000 of the Irma funds. We were unable to use all the Maria funds and we returned unused funds to the state for use by another workforce board. Ms. Campbell explained as a result the budget shows a significant difference in the training dollars. Ms. King explained that the proposed budget accounts for 27% carry forward into 2021.

Ms. Robin King addressed the Committee and provided updates. She reminded the Committee to save the date for the September 6, 2019 Alliance4 Event. Ms. King advised that the Event will be held at the new L. Gale Lemerand Student Center at Daytona State College. Daytona State College, a collaborating partner, will host the event. Next, Ms. King reported that CareerSource Florida has a "Mission Moment" at every board meeting, which they started about a year ago. During the first fifteen minutes of the meeting they highlight something happening at the local level. They have invited us to do the Mission Moment at the May Board meeting to discuss our program with Walgreens.

Ms. King invited the members to a Spring Hill groundbreaking on April 26th at 4:30 for the new Joyce Cusack Resource Center. She explained that we have been working closely with the City of DeLand to help with prosperity in Spring Hill Community.

Ms. King advised that she is the incoming chair for the Florida Workforce Development Association (FWDA). She reported that we recently reached out to our Board members whose terms would be expiring in June and all, except for David Dougherty, has responded that they would like to renew. Mr. Dougherty is planning to move to Atlanta part of the year to be closer to his family. Ms. King stated that she is looking at several businesses on the west side of Volusia County and that DaVita Labs has expressed an interest. Ms. King will be meeting with them next week.

Dr. Kent Sharples reported that the Ivy Hawn Charter School had been approved and that several local businesses have changed hands. Sparton Electronics has been purchased by a large holding company. He discussed several other companies that have been sold along with the addition of Amazon. The Committee briefly discussed the Amazon Distribution Center being built near Dunn Avenue.

Ms. Ann Lesizza addressed the Committee and requested their approval to recommend the proposed 2019-2020 budget to the Board of Directors.

Minutes of the Meeting
April 25, 2019
Page Four

1. After discussion, upon motion duly made, seconded and unanimously carried the Committee members approved the proposed 2019-2020 budget for recommendation to the Board of Directors.

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

Recording Secretary