

**MINUTES OF THE  
CAREERSOURCE FLAGLER VOLUSIA  
BUSINESS DEVELOPMENT COMMITTEE  
April 5, 2021**

A virtual meeting of the CareerSource Flagler Volusia Business Development Committee was called to order via Microsoft Teams, at 2:00 p.m. on the 5<sup>th</sup> day of April 2021, pursuant to written Notice fixing said time and place; the same being filed and attached to these minutes.

Dr. Aubrey Long Chaired the meeting and Ms. Jennifer Gosling served as the Recording Secretary. Dr. Long asked Ms. Gosling to call the roll.

The following members of the Business Development Committee were present:

Ms. Kelly Amy, Manager of Strategic Partnerships – Volusia County Schools  
Mr. Brad Harris, Business Manager – Volusia County Economic Development  
Dr. Thomas LoBasso, President – Daytona State College  
Dr. Aubrey Long, Owner – Long Global Enterprises  
Mr. Shailesh Patel, President – Dredging and Marine Consultants  
Ms. Heather Shubirg, Executive Vice President - Team Volusia  
Mr. John Wanamaker, CCIM – Coldwell Banker Commercial AI Group  
Mr. Michael Zaharios, Program Director – Florida Virtual Entrepreneur Center

The following guests were also present:

Mr. Remie Beaulieu, Senior Network & Systems Engineer – CareerSource Flagler Volusia  
Ms. Angela Hamilton, Workforce Policy Analyst – CareerSource Flagler Volusia  
Mr. Charlie Howell, Vice President Business Development & Technology – CareerSource Flagler Volusia  
Mr. Howard Johnson, Data Manager – Eckerd Connects  
Ms. Robin King, President & CEO – CareerSource Flagler Volusia  
Ms. Velma Lowe, Managing Director of Operations – Career Steps, Inc.  
Ms. Loren McGinley, Accounting / LMI Specialist – CareerSource Flagler Volusia  
Ms. Donna Runge, Region 11 Administrator – Department of Economic Opportunity  
Ms. Christine Sikora, Vice President of Innovative Workforce Solutions – CareerSource Flagler Volusia  
Ms. Natalie Smith-Wells, Chief Operating Officer – Daytona Beach Housing Authority  
Ms. Kathy Spencer, Director of Business and Career Services – CareerSource Flagler Volusia  
Ms. Tarneisha Thomas, Program Manager – Daytona Beach Housing Authority  
Mr. Brian Willard, Program Manager – Road to Success  
Ms. Jennifer Gosling, Executive Assistant – CareerSource Flagler Volusia

Dr. Long called the meeting to order and asked for a motion to approve the minutes from the February 10, 2021 meeting.

1. After discussion, upon motion duly made, seconded and unanimously carried, the Business Development Committee approved the February 10, 2021 minutes.

Dr. Long asked Mr. Charlie Howell to present the CareerSource Flagler Volusia Business Web Page. Mr. Howell reviewed the business section of the website with the Committee and asked if there was anything that was missing or should be included. Several suggestions were made which included adding a phone number for businesses in need of assistance, directly linking to Labor Market Information for wages, including business testimonials, and providing links to placement services within educational institutions. Ms. Robin King suggested adding the "How to Write a Job Description" workshop under the recruiting tab and links to O\*Net and other informational resources.

Next, Mr. Howell discussed the virtual job fair platform. He reported that the platform is being provided free-of-charge until the end of the year. Mr. Howell advised that CareerSource Flagler Volusia has used this platform for several events and explained the tools available to employers. He asked the Committee members if this was a service they would use and whether their companies would pay for this service should the State decide not to fund the platform beyond the current program year. Mr. Shailesh Patel advised this his company prefers to use in-person recruitment methods and would not use the platform. Dr. Thomas LoBasso advised that Daytona State College could potentially use the platform as an initial screening tool, but a job offer would not be given until an in-person meeting took place. The Committee discussed the virtual platform further.

Mr. Howell provided an update on the Youth Employment and Talent Initiative (YETI) program. He advised that CareerSource Flagler Volusia is looking for businesses that are interested in creating a program to teach soft skills to young adults. The YETI program could provide funding, either in part or in full, depending on the program's structure. A question was raised on the age bracket for soft skills training. Ms. King replied that the YETI program could employ participants at sixteen and seventeen years of age or eighteen if the individuals are still in school. She advised that the age for employment training could be as young as fourteen years old. A discussion ensued on the benefits of soft skills training in conjunction with work experience. Mr. Michael Zaharios asked if there was any information or material about the YETI program online. Ms. King replied there were not, and she would send him the Intent to Negotiate (ITN) that explains the program specifics. Mr. Patel requested a copy of the ITN as well.

Dr. Long asked Ms. King to speak about Ambassador training. Ms. King reported that she recently met with the new Chairman of the Volusia County Council who asked how

he could help. She explained that she told the Chairman that she needed champions in the community who know about CareerSource Flagler Volusia, its mission, and be knowledgeable enough to speak to others about it. Ms. King advised that the Chairman suggested holding an Ambassador training. She noted that this training would likely be business-to-business with private members from the Board and Committees leading the discussion. Ms. King asked the Committee for their feedback on this idea. The Committee discussed several ways businesses could learn about CareerSource Flagler Volusia. A recommendation was made to increase business outreach through phone calls and person-to-person contact which could be accomplished by either the creation of a new outreach position or outsourced to a separate agency.

Dr. Long asked Mr. Howell to discuss recent changes made to the Strategic Imperatives. Mr. Howell went through the imperatives and highlighted tasks that were recently added. He advised that virtual job fairs and the YETI program were added under the Effective Service Delivery imperative. Mr. Howell asked the Committee if there were any other tasks that should be added. Mr. Patel recommended adding the new outreach position discussed earlier to the Appropriate Use of Funds imperative and that there could be a task for the outreach position under Accurate Business Intelligence imperative since that position could collect important data when speaking to businesses.

Dr. Long opened the floor to other business. Ms. King advised that the Alliance4 is looking to hold the next event during the first week of May and will be partnering with Volusia County to discuss the mental health of the workforce. She stated that along with the Volusia County Public Information Officer, a Mental Health Specialist from Halifax Health, and a few business leaders will broadcast the next Alliance4 event. A question was raised on whether the Fall event will be held in-person. Ms. King replied that they are hopeful. She advised that the current projections indicate that it will be safe to hold in-person meetings by September, although no decisions have been made yet.

With no other business to be heard, the meeting was adjourned.

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Recording Secretary