

MINUTES OF THE MEETING
OF
CAREERSOURCE FLAGLER VOLUSIA
May 28, 2021

A Meeting of the Board of Directors of CareerSource Flagler Volusia was called to order at 9:00 a.m., on the 28th day of May 2021 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.

Ms. Cheryl Tanenbaum Chaired the meeting and Ms. Jennifer Gosling served as Recording Secretary. At the Chair's request, the Recording Secretary called the roll and noted each person present.

The following Board members were present via Microsoft Teams:

Ms. Elizabeth Albert, President – Volusia United Educators
Ms. Mary Jo Allen, Chief Nursing Officer – Halifax Health
Mr. Greg Blose, CEO/President – Palm Coast Regional Chamber
Ms. Nancy Bradley, Administrator – Daytona College, LLC
Ms. Courtney Edgcomb, President – United Way Volusia-Flagler Counties
The Honorable Barbara Girtman, Councilwoman – Volusia County Council
Dr. Thomas LoBasso, President – Daytona State College
Mr. Arthur Loeffler, CFO – Dynamic Engineering Innovations
Dr. Aubrey Long, Owner – Long Global Enterprises
Mr. Matt Nelson, Business Manager – IBEW 756
Mr. Bret Schmitz, Vice President – Peerbridge Health
Dr. Kent Sharples, President – CEO Business Alliance
Ms. Cheryl Tanenbaum, SVP & CFO – Intracoastal Bank
Mr. Carlos Valderrama, Manager – Valderrama Partners, LLC
Ms. Helga van Eckert, Director – Volusia County Division of Economic Development
Mr. Tyrone Walker, Consultant – Primerica
Mr. John Wanamaker, CCIM – Coldwell Banker Commercial AI Group
Ms. Angie White, Area Director – Vocational Rehabilitation

The following Committee members were present via Microsoft Teams:

Ms. D.J. Lebo, Executive Director – Early Learning Coalition of Flagler and Volusia
Mr. Keith Norden, President & CEO – TEAM Volusia
Mr. Shailesh Patel, President – Dredging and Marine Consultants
Mr. Ken Phelps, Vice President – Daytona Beach Regional Chamber of Commerce
Ms. Heather Shubirg, Executive Vice President – Team Volusia
Ms. Renee Stauffacher, Director – Flagler County Schools/Technical Institute
Dr. Sherryl Weems, Associate Vice President – Daytona State College

The following guests were present via Microsoft Teams:

Ms. Selina Ahmadzadeh, Business & Career Services Manager – Case Management, Inc.
Ms. Lynda Beach, IT Technician – CareerSource Flagler Volusia
Ms. Barbara Beaulieu, Lead WIOA Program Specialist – CareerSource Flagler Volusia
Mr. Remie Beaulieu, Senior Network & Systems Engineer – CareerSource Flagler Volusia
Ms. Jennifer Campbell, Chief Financial Officer – CareerSource Flagler Volusia
Ms. Kathleen Danclair, Career Services Advocate Manager – Case Management, Inc.
Ms. Kimberly Grey, FL Operations Director – Eckerd Connects
Ms. Jenn Hale, Program and Monitoring Manager – CareerSource Flagler Volusia
Ms. Angela Hamilton, Workforce Policy Analyst – CareerSource Flagler Volusia
Ms. Bridget Hernandez, Lead Monitoring Specialist – CareerSource Flagler Volusia
Mr. Charles Howell, Vice President-Business Development & Technology – CareerSource Flagler Volusia
Mr. Howard Johnson, Data/EFM Manager – Eckerd Connects
Ms. Robin King, President & CEO – CareerSource Flagler Volusia
Ms. Nancy Larsen, Finance/Administrative Services Specialist – CareerSource Flagler Volusia
Ms. Ann Lesizza, Chief Administrative Officer – CareerSource Flagler Volusia
Ms. Velma Lowe, Managing Director of Operations – Career Steps, Inc.
Ms. Trish McGetrick, Business Development Specialist – CareerSource Flagler Volusia
Ms. Loren McGinley, Accounting/LMI Specialist – CareerSource Flagler Volusia
Ms. Christine Sikora, Vice President-Innovative Workforce Solutions - CareerSource Flagler Volusia
Ms. Natalie Smith-Wells, Chief Operating Officer – Daytona Beach Housing Authority
Ms. Kathy Spencer, Director of Business & Career Services – Case Management, Inc.
Ms. Jenny Stumbras, Business & Community Development Manager – Career Steps, Inc.
Mr. Mack Thomas, Program Manager – Eckerd Connects
Ms. Valerie Uy Ignacio, Senior Multimedia Designer – CareerSource Flagler Volusia
Dr. Deanna Wathington, MC,MPH,FAAFP, Principal – Joyfull Works & Consulting, LLC
Mr. Brian Willard, Program Director – Road to Success
Ms. Jennifer Gosling, Executive Assistant – CareerSource Flagler Volusia

Ms. Tanenbaum called the meeting to order and introduced new Board member, Mr. Greg Blose, the President and CEO of the Palm Coast-Flagler Regional Chamber of Commerce and an active member of the Business Development Committee.

Ms. Tanenbaum advised that the first item of business was the review for approval of the Consent Agenda. Ms. Tanenbaum reviewed the items on the Consent Agenda and requested a motion to approve.

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

Ms. Tanenbaum introduced Dr. Deanna Wathington and advised that Dr. Wathington would be continuing her Diversity, Equity, and Inclusion (DEI) training that began at the January Board meeting. Dr. Wathington provided a brief summary of the previous training and discussed how to move from individual introspection to organizational assessment and support. She reviewed CareerSource Flagler Volusia's Vision and Mission Statements, along with the goal, values, and Strategic Imperatives. Dr. Wathington commended CareerSource Flagler Volusia for applying Disability Equity at multiple levels including statements of commitment to serving individuals with disabilities and by making services accessible to all. She suggested that the Board consider including similar DEI commitments, either to existing documents or by creating a standalone statement. She guided the Board through examining ways CareerSource Flagler Volusia can implement DEI initiatives and develop outcomes and measures to evaluate success.

Ms. Tanenbaum thanked Dr. Wathington for her presentation and advised that there would be one more DEI training session at the August 20th Board meeting. Next, she asked Dr. Thomas LoBasso to discuss the DEI initiatives at Daytona State College (DSC).

Dr. LoBasso reported that as a higher learning institution, DSC has made DEI a priority on every level including their mission and value statements. He reported that there is an Equity Officer who oversees the Accessibility Services Department which provides students with learning disabilities services such as extended testing and note taking. Dr. LoBasso advised that in addition to the metrics and an Annual Equity Report required by the State, DSC has created their own dashboard to record and measure more data sets for the purposes of planning and goal setting.

Dr. LoBasso reported that DSC has an active DEI Committee who ensures that the College remains intentional with their initiatives and creates opportunities for learning and professional development. He discussed some of the initiatives that DSC has implemented which included a microaggression wall to raise awareness as well as hiring practices designed to increase diversity of the College's talent pool.

Ms. Tanenbaum thanked Dr. LoBasso for his presentation. Next, she advised that it is imperative for Board members to understand their role and responsibilities as mentioned in the US Department of Labor's (USDOL) Orientation yesterday. Ms. Tanenbaum noted that yesterday's session was a supplement to the local Board and Chief Local Elected Officials (CLEO) training that has been ongoing this year. She advised that at the January and March Board meetings, Ms. Robin King presented the first two modules of the orientation. Ms. Tanenbaum stated that the third module would

cover the topics of budget and financial responsibilities and called on Ms. King to present the information. Ms. King reminded the Committee that the full Orientation is online at www.careersourcefv.com and encouraged all Board members and CLEOs to review the Orientation in its entirety. She provided a walkthrough of the third module and welcomed any questions.

Next, Ms. Tanenbaum advised that the Board would review the 21-22 Training Provider list for approval. Since Daytona College and DSC are training providers, she asked if Ms. Bradley and Dr. LoBasso had conflicts to declare. Dr. LoBasso and Ms. Bradley declared a conflict of interest and abstained from the discussion and vote.

Ms. King noted that the providers of apprenticeship programs are considered Training Providers and will be brought forth as new apprenticeships are developed throughout the coming year. Ms. Tanenbaum asked for a motion to approve the 21-22 Training Provider list as presented.

2. After discussion, upon motion duly made, seconded and carried with Dr. Thomas LoBasso and Ms. Nancy Bradley abstaining from the vote, the Board approved the 21-22 Training Provider list as presented.

Ms. Tanenbaum discussed several changes coming as a result of the State's REACH bill that was passed and expected to be signed by the Governor before the end of June. She stated that the bill is about accountability, transparency, and performance, which are all principles that Board has promoted and will continue to promote. Ms. Tanenbaum advised that she has asked Ms. King to provide a timeline for the implementation of the REACH Act at the July Executive Committee meeting to bring before the August Board meeting. Ms. King stated that when staff are given the link to yesterday's Orientation and the accompanying PowerPoint, they will forward the information to the Board.

Next, the Board heard a report of the Executive and Finance Joint Committee meeting held on April 29th. Ms. Tanenbaum reported that four proposals were received in response to the Request for Qualifications for a new auditing firm and the Committee selected James Moore & Company. She advised that Ms. Jennifer Campbell presented the 2021-2022 Proposed Preliminary Budget which was approved as presented. She stated that the Committee reviewed changes to the Department of Economic Opportunity's Grantee-Subgrantee Agreement; the Agreement was approved by both the Committee and the two Counties. Additionally, the Committee reviewed and approved the Board application for Mr. Greg Blose.

Ms. Tanenbaum advised that reports were given that highlighted the recent activities of the Career Pathways (CPC) and Business Development Committees (BDC). She stated the BDC report discussed their review of the CareerSource Flagler Volusia website business page and the virtual job fair platform, updates on the Youth Employment

Talent Initiative (YETI) Committee and new Strategic Imperatives tasks assigned to the BDC.

Ms. Tanenbaum asked for a motion to ratify the actions of the Executive Committee as presented.

3. After discussion, upon motion duly made, seconded and unanimously carried, the Board ratified the actions of the Executive Committee as presented.

Ms. Tanenbaum advised that Ms. Denise Breneman reported on CPC's activities which included reviewing the performance for all service providers and making recommendations on contract extensions. She stated that while performance was affected due to the pandemic, the Executive Committee agreed with the CPC's recommendation to extend the contracts for all current service providers. Ms. Tanenbaum reported that the Committee received an update from Ms. King on the Daytona Beach Regional Chamber's YouScience program. It was reported that while the pandemic affected the rollout of the Chamber's program, they were able to lay the foundation and secure matching funds from the provider of the YouScience assessment to expand the program into all middle schools and high schools in Volusia County. Ms. Tanenbaum advised that the Executive Committee is recommending approval of the Chamber's request to extend the contract for another year in the amount of \$25,000.

Ms. Tanenbaum asked for a motion to approve the contract extension recommendations of the Executive Committee.

4. After discussion, upon motion duly made, seconded and unanimously carried, the Board approved the contract extensions as recommended by the Executive Committee.

Ms. Tanenbaum opened the floor to Board member comments. Mr. Blöse thanked the Board for the welcome. He discussed the Return-to-Work initiative and hiring needs of Flagler County.

Ms. King advised that the work search and work registration waivers are ending after the Memorial Day weekend. She noted that the work participation waiver for the Supplemental Nutrition Assistance Program (SNAP) and the Welfare Transition Program (WTP) is also ending; however, it will rollout slowly as participants are recertified.

Ms. King informed the Board of several upcoming events. She advised that there will be a virtual job fair for all industries on June 22nd and staff is working with Derbyshire Place to coordinate an in-person job fair at their location. Additionally, she advised that Volusia County Schools has indicated their interest in holding an in-person job fair.

Ms. King reported that the State Board and Committee meetings will be held on June 8th and 9th. She stated that the State is able to keep fifteen percent of the Workforce Innovation and Opportunity Act allocations every year. Ms. King advised that in previous years, the State has pushed some of that funding to the local Boards through

competitive grants and supplemental funds. She noted that those funds may not be received due to the new REACH Act. Ms. King advised that more information will be available after the State meetings, and she will provide an update at the July Executive Committee meeting.

Ms. Tanenbaum thanked Ms. King for her updates. She advised that there were some informational items included in the agenda packet and asked if there were any questions on these items. With none being heard, Ms. Tanenbaum provided her closing remarks.

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

Recording Secretary