

MINUTES OF THE
CAREERSOURCE FLAGLER VOLUSIA
EXECUTIVE COMMITTEE

April 28, 2022

The meeting of the CareerSource Flagler Volusia Executive Committee was called to order at 9:00 a.m., on the 28th day of April 2022 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. Nancy Bradley 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 Committee members were present:

Ms. Nancy Bradley, Administrator – Daytona College
Dr. Aubrey Long, Owner – Long's Global Business Enterprises, Inc.
Mr. Bret Schmitz, VP of Manufacturing and Supply Chain – Peerbridge Health
Dr. Kent Sharples, President – CEO Business Alliance
Ms. Cheryl Tanenbaum, CAO – Intracoastal Bank
Mr. Tyrone Walker, HR Director – AO Precision
Mr. John Wanamaker, CCIM – Coldwell Banker Commercial AI Group

The following guests were present:

Ms. Kimberly Grey, Florida Operations Director – Eckerd Connects
Mr. Charles Howell, Vice President-Business Development & Technology – CareerSource Flagler Volusia
Mr. Howard Johnson, Data/EF Manager – Eckerd Connects
Ms. Robin King, President & CEO – CareerSource Flagler Volusia
Mr. Dan Laux, Chief Financial Officer – CareerSource Flagler Volusia
Ms. Ann Lesizza, Chief Administrative Office – CareerSource Flagler Volusia
Mr. Julian Lopez, Vice President – Merrill Lynch
Ms. Velma Lowe, Managing Director of Operations – Career Steps, Inc.
Ms. Christine Sikora, Vice President-Innovative Workforce Solutions – CareerSource Flagler Volusia
Ms. Kathy Spencer, Director of Business & Career Services – Case Management, Inc.
Ms. Jennifer Gosling, Executive Assistant – CareerSource Flagler Volusia

Item and Discussion	Vote	Abstain
<u>Approval of the Minutes</u> The Committee reviewed and unanimously approved the February 17, 2021 meeting minutes.	APPROVED	
<u>Corporate Investment Report – Mr. Julian Lopez, Merrill Lynch</u> Ms. Bradley introduced Mr. Julian Lopez and asked him to present the Corporate Investment Report. Mr. Lopez presented the report on the corporate investment account and discussed recent economic trends that would affect current and future investment options.		
<u>Review of the Proposed 2022-2023 Preliminary Budget</u> Mr. Dan Laux reviewed the preliminary budget for Program Year (PY) 2022-2023. He advised that the Department of Economic Opportunity (DEO) had not provided the planning allocations yet; the preliminary budget was an estimate based on what is expected for the coming year. Ms. Robin King explained that staff know that the federal funds to the State have been reduced for WIOA Dislocated Worker, Adult and Youth; how much of those reductions will be passed on to the individual local workforce boards is not known. Mr. Laux reviewed the preliminary budget further and highlighted changes for the upcoming budget. Mr. Laux reported that currently, there was approximately two million dollars unobligated, and that amount would be obligated once the final allocations are received from the State. Ms. Bradley thanked Mr. Laux for his report. A motion to recommend the preliminary budget to the board was made, seconded, and the vote passed unanimously.	APPROVED	

<u>May Board Meeting Agenda & Speaker</u> The Committee reviewed the May Board agenda. Ms. King suggested inviting Ms. Katie Crofoot, the new Director of the REACH Office to be the speaker for May. She explained that it would provide members of the Board and staff an opportunity to be introduced to Ms. Crofoot and hear about the changes coming to the workforce system within the next couple of years. Ms. King advised that if Ms. Crofoot could not attend the meeting, she suggested they invite Ms. Michelle Dennard from CareerSource Florida. The Committee concurred with Ms. King's recommendations.		
<u>Policy Review</u> Ms. Bradley asked Ms. Ann Lesizza to explain the Public Comment Policy included in the agenda packet. Ms. Lesizza advised that in the past, CareerSource Flagler Volusia has requested individuals complete a comment request card in order to speak to the Board at a meeting. She stated there has been no official policy in place to establish guidelines for speaking at a meeting of the Board. Ms. Lesizza advised that the new policy was brought before the Committee for their review before going to the full Board in May for approval.		
<u>Career Pathways Committee Report</u> Ms. Christine Sikora reported on the Committee meeting held on April 19 th . She advised that the Committee discussed the anticipated reductions in WIOA funding for PY 2022-2023 and the impact it would have on the youth programs. Ms. Sikora noted that at the last Board meeting, a decision was made to end the Daytona Beach Housing Authority's (DBHA) contract this year without cause. Ms. Sikora advised that the Committee reviewed the performance for contractors using a new interactive dashboard. She stated that the Committee recommended the contracts for Case Management, Inc. (CMI), Career Steps, Inc (CSI), Eckerd Connects, and Road to Success be renewed for one year.	Approved	

<p>Ms. Bradley asked about the performance of the contractors. Ms. Sikora advised that youth contractors are on target to meeting their performance at the end of the year, and CMI and CSI have met all performance measures with the exception of Dislocated Workers. She explained that there were very few Dislocated Workers served and that skews the performance data.</p> <p>Ms. Bradley called for a vote. A motion was made, seconded, and unanimously passed to approve the contract extensions recommended by the Career Pathways Committee which will extend the current contracts until June 30, 2023.</p>		
<p><u>Business Development Committee Report</u></p> <p>Mr. Tyrone Walker reported on the April 21st Committee meeting. He advised that Ms. Adrienne Barker, Chapter Chair for SCORE, was introduced as a new member of the Committee. Mr. Walker stated the next Alliance4 Interchange event would be held on August 5th.</p>		
<p><u>YETI Committee Report</u></p> <p>Ms. King advised that the YETI program had a budget of \$216,000 and there was currently \$219,000 committed through contracts with Catalyst, Sisters Build, Community Healing Project, the Chiles Academy, and the Boys and Girls Club. She advised that there were some unexpended funds through the Temporary Assistance for Needy Families (TANF) that could offset the overages. Ms. King advised that approximately one hundred youth were served this year through the YETI program, and the Committee would be meeting on May 9th to discuss expanding the program to serve an additional seventy-five youth with TANF funding.</p>		
<p><u>Daytona Beach Regional Chamber</u></p> <p>Ms. Sikora stated that when the contract extensions were approved earlier, one contract was inadvertently missed. She reported that Mr. Ken Phelps provided an update at the last Career Pathways Committee meeting on the Daytona Chamber's YouScience Skills Assessment program in partnership with Volusia County Schools. Ms. Sikora advised</p>	APPROVED	

<p>that the Committee recommended approving a contract extension in the amount of \$25,000 for PY 2022-2023.</p> <p>Ms. Bradley called for a motion to extend the Daytona Regional Chamber's YouScience program for PY 2022-2023 in the amount of \$25,000. The motion was made, seconded, and unanimously passed.</p>		
<p><u>President & CEO's Updates</u></p> <p>Ms. King advised that Stetson University's Entrepreneurial Center reached out a few months ago to ask if she would nominate a couple of businesses for their awards ceremony. She advised that two companies were nominated by CareerSource Flagler Volusia: Joe Hearn Events and Halifax Health. Ms. King stated that both companies have been involved with the YETI program and in training the next generation of workers.</p> <p>Ms. King reported that with the implementation of the LEEAP grant, an entrepreneurial fair was being held that day at the Spring Hill Resource Center. She advised that they would be recruiting individuals from the Spring Hill area for their first class, which is scheduled for the middle of June.</p> <p>Ms. King reminded the Committee that CareerSource Flagler Volusia was partnering with the Palm Coast-Flagler Regional Chamber on a business outreach program funded through the Rural Initiatives received from the State. She advised that there had been several contracts in place with vendors. Ms. King explained that in order to simplify the process, there will only be one contract with the Chamber next year; CareerSource Flagler Volusia will reimburse the Chamber for the vendor expenses instead of contracting with those entities directly. She stated that this would mean their new contract would be for \$52,500 which meant the contract would need to be voted on at the next Board meeting and then approved by DEO.</p> <p>Ms. King next reported that CareerSource Florida (CSF) is contracting with Ernest & Young to gather data on regional realignment and to look at what other states have done. Their recommendations are slated to go before the CSF Board on June 9th.</p>		

<u>Other Comments</u>		
Ms. Bradley asked if there were any comments or other business from the Committee. No comments were made.		
Ms. Bradley advised that the next Board meeting would be on May 20 th .		