

MINUTES OF THE ANNUAL MEETING
OF
CAREERSOURCE FLAGLER VOLUSIA
BOARD OF DIRECTORS

November 18, 2022

The meeting of the Board of Directors of CareerSource Flagler Volusia was called to order at 9:00 a.m., on the 18th day of November 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.

Dr. Aubrey Long Chaired the meeting and Ms. Ann Lesizza 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:

Ms. Elizabeth Albert, President – Volusia United Educators
Mr. Greg Blose, CEO/President – Palm Coast-Flagler Regional Chamber
Ms. Denise Breneman, Development Manager, NE Region – Special Olympics Florida
Ms. Courtney Edgcomb, President – United Way Volusia-Flagler Counties
The Honorable Barbara Girtman, Councilwoman – Volusia County Council
Dr. Thomas LoBasso, President – Daytona State College
Dr. Aubrey Long, Owner – Long Global Enterprises
The Honorable Donald O'Brien, Commissioner – Flagler Board of Commissioners
Mr. Bret Schmitz, Vice President – Peerbridge Health
Dr. Kent Sharples, President – CEO Business Alliance
Mr. John Wanamaker, CCIM – Coldwell Banker Commercial AI Group

The following guests were present:

Mr. Ken Phelps, Vice President – Daytona Beach Area Regional Chamber
Mr. Deane DeLoach, Network Administrator – CareerSource Flagler Volusia
Mr. Charles Howell, Vice President-Business Development & Technology – CareerSource Flagler Volusia
Ms. Robin King, President & CEO – CareerSource Flagler Volusia
Mr. Dan Laux, Chief Financial Officer – CareerSource Flagler Volusia
Ms. Ann Lesizza, Chief Administrative Officer – CareerSource Flagler Volusia
Ms. Valerie Uy Ignacio, Digital & Multimedia Director – CareerSource Flagler Volusia
Mr. Judy Brown, Assistant 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.
Mr. Brian Willard, Program Manager – Road to Success
Ms. Jennifer Gosling, Executive Assistant – CareerSource Flagler Volusia

Mr. Howard Johnson, Data Manager – Eckerd Connects
 Mr. Jesse McGee, Workforce Systems Analyst – CareerSource Flagler Volusia
 Ms. Velma Lowe, Managing Director of Operations – Career Steps, Inc.
 Ms. Amy McAllister, Industry & Certification Specialist – Volusia County Schools
 Ms. Donna Runge, DEO Program Administrator – Department of Economic Opportunity
 Mr. Matt Peguero, Employment Security Rep II – DVOP – Department of Economic Opportunity

Item and Discussion	Vote	Abstain
<p><u>Presentation</u></p> <p>Dr. Long presented the 2022 CareerSource Flagler Volusia Workforce Profession award to Mr. Matt Peguero. Each year, Florida’s workforce regions select their Workforce Professional Champion; an individual who demonstrates characteristics and ethics worthy of recognition.</p> <p>Next, Dr. Long presented this year’s Partner in Workforce Excellence award to Councilwoman Barbara Girtman. Ms. Girtman has played an integral role in the successful implementation of the YETI program and has greatly contributed to strengthening the relationship between CareerSource Flagler Volusia and the Spring Hill Community.</p>		
<p><u>Guest Speaker: Mr. Ken Phelps</u></p> <p>Dr. Long introduced the Guest Speaker, Mr. Ken Phelps, Vice President of Resource Development with the Daytona Regional Chamber of Commerce. Mr. Phelps addressed the Board members and presented an update on the YouScience program. He stated that local stakeholders had identified the need to develop career pathways and a talent pipeline. Mr. Phelps described the partnership with CareerSourceFV, local educators and economic development. He explained that YouScience is a web-based assessment for students to determine career interests and aptitudes in terms of career exploration.</p>		
<p><u>Consent Agenda</u></p> <p>The Board approved the consent agenda, which included the minutes from the August 19, 2022 Board meeting, the On-The-Job Training (OJT) and Customized Training (CT) agreements, the 2023 Holiday Schedule, the transfer of Dislocated Worker Funds to Adult Funds and the 2023 Board Meeting Schedule. A motion was made, seconded, and the consent agenda passed unanimously.</p>	APPROVED	

<p><u>Executive Committee Report</u></p> <p>Dr. Long advised that the next item was the Executive Committee Report. He reported that the minutes of the October 18, 2022 and the November 8, 2022 meetings of the Executive Committee were forwarded to the members along with the Agenda package and stated that everyone should have had an opportunity to review the minutes.</p> <p>Next, Dr. Long called for a vote to ratify the actions of the Executive Committee. A motion to ratify the actions of the Executive Committee was made, seconded, and passed unanimously.</p>	<p>RATIFIED</p>	
<p><u>CAPE Application – Volusia County Schools</u></p> <p>Next, Dr. Long called on Ms. Amy McAllister, Industry & Certification Specialist from Volusia County Schools. Ms. McAllister provided a brief background on this year’s application request. Three programs were presented for the Board’s approval for 2022-2023.</p> <p>After discussion, upon motion duly made, seconded, and unanimously carried, the Board approved the CAPE Application as presented.</p>	<p>APPROVED</p>	
<p><u>Presentation of the 2021-2022 Annual Report</u></p> <p>Ms. Valerie Uy and Ms. Christine Sikora presented the Annual Report. The report is focused on business growth, evolving the workforce and strong community collaboration. The message from the Board Chair, Ms. Nancy Bradley, focused on the commitment of supporting businesses with upskilling and retraining. She commented on the unprecedented low unemployment numbers and how the dedicated staff at CareerSourceFV served more than 700 businesses and more than 15,000 job seekers. Following the year in review, Dr. Long requested a motion to approve the 2021-2022 Annual Report.</p> <p>Following discussion, upon motion duly made, seconded, and unanimously carried, the Board approved the Annual Report.</p>	<p>APPROVED</p>	
<p><u>President & CEO’s Comments</u></p> <p>Ms. Robin King addressed the Board members and reported that Ms. Cheryl Tanenbaum had retired from Intracoastal Bank and also from our Board of Directors. She reminded the members of the need for Board members from Flagler County. Next, Ms. King advised that we are the recipient of the VMA Friend of Industry award this year. She said that we will have a table at the banquet</p>		

<p>and any members wanting to attend need to let her know as soon as possible. Ms. King reported that she had received a notice from the Governor’s office for the state holiday schedule and the state will be closed the Wednesday before Thanksgiving, the Friday before Christmas, and the Friday before New Year’s. Unless there were objections, CareerSourceFV will follow the state schedule for our frontline staff. There were no objections.</p> <p>Ms. King advised that we received \$1,075,000 for hurricane Ian recovery efforts. The funds are primarily to be used for temporary positions for humanitarian and cleanup efforts.</p> <p>Ms. King reported that the REACH office has provided the letter grades and we received a B+. She is still waiting on the data to see the components on how the grade was achieved.</p> <p>Next, Ms. King reported that we have been selected for a Spectrum Community Impact grant in Flagler County in the amount of \$50,000 for a revitalization of our space. She asked the Board members to please save the date of Saturday, September 17th to come help paint. There will be a presentation of the check.</p> <p>Last, Ms. King provided a brief update on the Florida Atlantic Workforce Alliance.</p>		
<p><u>Election of Officers</u></p> <p>Dr. Long advised that Mr. Arthur Loeffler will no longer be able to serve as Treasurer due to business commitments, which left the seat open. Included in the Agenda package was a listing of candidates which was being put forth by the Nominations Committee:</p> <p>The proposed slate of officers: Treasurer - Mr. Bret Schmitz Secretary - Ms. Mary Jo Allen</p> <p>Dr. Long asked for nominations from the floor. No additional nominations being made, Dr. Long asked for a motion to approve the proposed slate of officers.</p> <p>Upon motion duly made, seconded and unanimously carried, Mr. Bret Schmitz was voted Treasurer and Ms. Mary Jo Allen was voted as Secretary.</p>	<p>APPROVED</p>	
<p><u>Informational Items</u></p> <p>Dr. Long called attention to the informational items contained in the Agenda package. Included were the performance and strategic</p>		

imperatives reports. Any questions regarding these reports can be directed to the staff.		
<u>Next Meeting</u> Dr. Long advised that the next Board meeting is scheduled for March 24, 2023.		
<u>Adjournment</u> There being no further business to come before the meeting, it was adjourned.		