

MINUTES OF THE  
CAREERSOURCE FLAGLER VOLUSIA  
SPECIAL EXECUTIVE AND FINANCE COMMITTEE MEETING

OCTOBER 20, 2023

A special meeting of the CareerSource Flagler Volusia Executive and Finance Committees was called to order at 2:00 p.m., on the 20<sup>th</sup> day of October 2023 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. Ann Lesizza 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  
Mr. Cyrus Callum, Director – Volusia County Economic Development  
Dr. Aubrey Long, Owner – Long's Global Business Enterprises, Inc.  
Mr. Matthew Nelson, Business Manager – IBEW 756  
Mr. Donald O'Brien, Commissioner – Flagler County Board of Commissioners  
Mr. Bret Schmitz, VP of Manufacturing and Supply Chain – Peerbridge Health  
Mr. Derek T. Triplett – 3D Trip Enterprises, Inc.  
Mr. Tyrone Walker, HR Director – AO Precision  
Mr. John Wanamaker, CCIM – Coldwell Banker Commercial AI Group

The following guests were present:

Mr. David Santiago, Councilman – Volusia County Council  
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  
Ms. Ann Lesizza, Chief Administrative Officer – CareerSource Flagler Volusia  
Ms. Velma Lowe, Managing Director of Operations – Career Steps, Inc.  
Ms. Christine Sikora, Vice President-Innovative Workforce Solutions – CareerSource Flagler Volusia  
Ms. Jennifer Gosling, Administrative & Internal Monitoring Director – CareerSource Flagler Volusia  
Ms. Judy Brown, Assistant Managing Director of Operations – Career Steps, Inc.  
Ms. Trish McGetrick, Outreach & Special Projects Director – CareerSource Flagler Volusia  
Ms. Donna Runge, Jobs & Benefits Administrator – Florida Dept. of Commerce  
Mr. Richard Powell, CPA – Powell Consulting

Ms. Jenn Hale, Program & Monitoring Manager – CareerSource Flagler Volusia  
 Ms. Jamie Newcomb, Professional Services Coordinator – Career Steps, Inc.  
 Mr. Jesse McGee, Workforce Systems Analyst – Career Steps, Inc.  
 Ms. Sasha Rodriguez, Community & Partners Development Manager – Career Steps, Inc.  
 Ms. Kathleen Danclair, Career Services Advocate Manager – Case Management, Inc.  
 Ms. Adrienne Johnston, President – CareerSource Florida  
 Ms. Kay Clement, Executive Assistant – CareerSource Florida  
 Ms. Suzanne Konchan, Deputy County Manager – Volusia County  
 Mr. Ryan Ossowski, CFO – Volusia County  
 Mr. Aaron van Kleeck, Deputy Director – Volusia County  
 Mr. Russ Brown, Senior County Attorney – Volusia County

Item and Discussion	Vote	Abstain
<p>Ms. Nancy Bradley called the meeting to order and stated that the purpose of the meeting was to continue the discussion regarding the determination from Florida Commerce. She asked Ms. Robin King to bring the members up to date on the current status of the Fiscal Agent.</p> <p>Ms. King advised that Mr. Donald O'Brien, Flagler County Commissioner and Mr. Al Hadeed, Flagler County Attorney were not able to attend the meeting, but she had met with them the night before. They expressed that what is being asked is not in the purview of the Board as it is the responsibility of the Counties to name the fiscal agent.</p> <p>Ms. King continued to discuss the logistical concerns.</p> <p>Ms. King reviewed a draft response letter to Florida Commerce.</p> <p>The letter stated that representatives met this afternoon to discuss the options presented by Florida Commerce in the Initial Determination for CareerSource Flagler Volusia's Response to the Financial Monitoring Findings in the Quality Assurance Report for Program Year 2022-2023 dated October 13, 2023.</p> <p>The Committee members, along with members of Volusia County's legal, management and finance divisions discussed the situation and the response letter.</p> <p>After discussion, upon motion duly made, seconded, and unanimously carried, CareerSource Flagler Volusia</p>	APPROVED	

<p>accepted Florida Department of Commerce’s designation of CareerSource Brevard as the Fiscal Agent for Volusia and Flagler Counties.</p> <p>The Committees, in agreement with representatives of Volusia County, approved the following language to be incorporated into the response letter to Florida Department of Commerce:</p> <p><i>Following a unanimous vote, it has been decided to accept Florida Department of Commerce’s designation of CareerSource Brevard as the fiscal agent for Volusia and Flagler Counties. In alignment with CareerSource Florida’s Administrative Policy 110 and relevant laws, the selection of a fiscal agent is not within the purview of a local workforce board. Consequently, the CareerSource Flagler Volusia Board of Directors has formally acknowledged and accepted Florida Department of Commerce’s decision.</i></p> <p><i>Furthermore, CareerSource Flagler Volusia looks forward to working with Florida Department of Commerce and CareerSource Brevard regarding the day-to-day responsibilities along with the overall responsibilities of the fiscal agent as described in 20 CFR 679.420. Subsequently, we intend to present this agreement to our respective elected officials in Volusia and Flagler for their approval. This opportunity can also be leveraged to ensure alignments of our systems for the consolidation.</i></p> <p><i>During this interim phase, CareerSource Flagler Volusia will work closely with Florida Department of Commerce and CareerSource Brevard to ensure uninterrupted services for the residents of Volusia and Flagler Counties.</i></p>		
<p>There being no further business to come before the meeting, it was adjourned.</p>		