

MINUTES OF THE MEETING
OF
CAREERSOURCE FLAGLER VOLUSIA
BOARD OF DIRECTORS

March 31, 2023

The meeting of the Board of Directors of CareerSource Flagler Volusia was called to order at 9:00 a.m., on the 31st day of March 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 Board members were present:

Mr. Greg Blose, CEO/President – Palm Coast-Flagler Regional Chamber
Ms. Nancy Bradley, Administrator – Dayton College, LLC
Ms. Denise Breneman, Development Manager, NE Region – Special Olympics Florida
Mr. Robert Davis, President – Hotel and Lodging Association of Volusia County
Ms. Courtney Edgcomb, President – United Way Volusia-Flagler Counties
Ms. Dolores Key, Director Flagler County Economic Development
Dr. Thomas LoBasso, President – Daytona State College
Dr. Aubrey Long, Owner – Long Global Enterprises
Mr. Matthew Nelson, Business Manager – IBEW 756
The Honorable Donald O'Brien, Commissioner – Flagler Board of Commissioners
The Honorable David Santiago, Councilman – Volusia County Council
Dr. Kent Sharples, President – CEO Business Alliance
Mr. Carlos Valderrama, Manager – Valderrama Partners, LLC
Ms. Helga van Eckert, Director – Volusia County Economic Development
Mr. Tyrone Walker, HR Director – AO Precision
Mr. John Wanamaker, CCIM – Coldwell Banker Commercial AI Group
Ms. Angie White, Area Director – Vocational Rehabilitation

The following guests were present:

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
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, Administrative & Internal Monitoring Director – 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. Mack Thomas, Program Manager – Eckerd Connects
Ms. Jenn Hale, Program and Monitoring Manager – CareerSource Flagler Volusia
Ms. Trish McGetrick, Outreach & Special Projects Director – CareerSource Flagler Volusia
Ms. Toni Hunt – The American Way
Mr. James Halleran, CPA, Partner – James Moore & Company

Item and Discussion	Vote	Abstain
Ms. Nancy Bradley called the meeting to order and introduced Ms. Dolores Key, a new member of the Board. Ms. Key is the economic development director for Flagler County. Next, Ms. Bradley introduced Mr. David Santiago, the Volusia Councilman appointed to serve on the Board. She stated that we have had a great history with Mr. Santiago during his tenure as a State Representative for Volusia County. Ms. Bradley welcomed both new members.		
<u>Consent Agenda</u> Ms. Bradley stated that the next item was the Consent Agenda. She stated that items were included in the agenda packet that was sent to the Board members. Ms. Bradley requested a motion to approve the Consent Agenda. A motion was made, seconded, and the consent agenda passed unanimously.	APPROVED	
<u>2021-2022 Annual Audit and 990 Tax Return</u> Next, Ms. Bradley introduced Mr. James Halleran, Partner with James Moore and advised that Mr. Hallahan would review the 2021-2022 Annual Audit and 990 Tax Return. Mr. Halleran addressed the Board members and reviewed the Annual Audit. He advised that James Moore has given an unmodified opinion to CareerSource Flagler Volusia for the 2021-2022 audit, which is the highest opinion. Mr. Halleran next reviewed the 990 Tax Return and asked if the members had any questions.		

<p>No questions asked, the Chair requested a motion to approve the 2021-2022 Annual Audit.</p> <p>Upon motion duly made, seconded, and unanimously carried, the 2021-2022 Annual Audit was approved.</p> <p>The Chair called for a motion to approve the 990 Tax Return.</p> <p>Upon motion duly made, seconded, and unanimously carried, the 2022 990 Tax Return was approved.</p>	<p>APPROVED</p> <p>APPROVED</p>	
<p><u>REACH Alignment Update</u></p> <p>Ms. Robin King addressed the Board members and provided a brief overview and status of the Reimagining Education and Career Help Act, the comprehensive blueprint for enhancing access, alignment, and accountability across the state's workforce development system. Ms. King reported that, following the interviews and roundtable discussions, the realignment and consolidation recommendation that was approved by Career Source Florida was to go from 24 to 21 Boards. CareerSource Flagler Volusia and CareerSource Brevard will consolidate to one entity: CareerSource Brevard Flagler Volusia. Ms. King highlighted what needs to happen over the next twelve months.</p>		
<p><u>Executive Committee Report</u></p> <p>Ms. Nancy Bradley addressed the members and stated that the minutes of the February 28th Executive Committee were included in the agenda packet. She called for a motion to ratify the actions of the Executive Committee.</p> <p>Upon motion duly made, seconded, and unanimously carried, the actions of the Executive Committee at the February 28, 2023 Meeting were ratified.</p> <p>Next, Ms. Bradley advised that also included in the agenda packet were the minutes of the March 9, 2023 Compensation Committee. She called for a motion to ratify the actions of the Compensation Committee.</p> <p>Upon motion duly made, seconded, and unanimously carried, the actions of the Compensation Committee at the March 9, 2023 Meeting were ratified.</p>	<p>RATIFIED</p> <p>RATIFIED</p>	

<u>Board Member Orientation</u> Next, Ms. Robin King presented the Annual Board Orientation Refresher. The Board Orientation was updated to include the Strategic Imperatives. She explained that the online orientation is available for members and local elected officials to review in order to better understand their roles and responsibilities. Ms. King will forward our webpage link to all Board members and local elected officials to ensure their access to the online orientation.		
<u>Security Vulnerability Testing Report</u> Mr. Charlie Howell addressed the Board members and guests and reported on the most recent Security Vulnerability Test. He stated that since 2016, we have had an outside company come in and perform security vulnerability testing. He reviewed the features of the test and the results. He reported that the results were excellent, and the company is completely secure.		
<u>Highlights</u> Next, Ms. Christine Sikora addressed the Board members. She discussed the most recent Alliance4 event, which was held on February 10 th . The topic focused on potential employee resources from populations with barriers; individuals with disabilities, returning citizens and those in recovery. Ms. Sikora stated that the next Alliance4 event will be on August 4 th . Mr. Charlie Howell reported on a grant that we received from Spectrum. The grant was \$50,000 to bolster training in rural areas. He explained that in addition, they came in and remodeled the Palm Coast Career Center, taking down a wall and one of the cubicles. Spectrum also provided 25 laptops and a smart board to be used at the Career Center. He stated these funds will provide GED testing and transportation costs, along with other supportive services that cannot be provided with our regular funds.		
<u>President & CEO's Comments</u> Ms. King reported to the Board members on the Atlantic Alliance and stated that we are moving forward with the \$3,000,000 two-year grant. She stated that a career showcase is planned with Emery Riddle for October 19, 2023. Included will be entities such as Daytona State College, the Apprenticeship Program, the Electrical Apprenticeship and area businesses, all in one space to talk with high school students, as well as adults, showing the various occupations available.		

<u>Informational Items</u> Ms. Bradley called attention to the Informational Items which included the Financial Update, the Performance Update, Strategic Imperatives and the On-the-Job and Customized Training Agreements. She advised the members to review these items and if there were any questions regarding the reports they should be directed to the staff.		
<u>Next Meeting</u> Ms. Bradley advised that the next Board meeting is scheduled for May 26, 2023.		
<u>Adjournment</u> There being no further business to come before the meeting, it was adjourned.		