

MINUTES OF THE MEETING  
OF  
CAREERSOURCE FLAGLER VOLUSIA  
BOARD OF DIRECTORS

May 26, 2023

The meeting of the Board of Directors of CareerSource Flagler Volusia was called to order at 9:00 a.m., on the 26th day of May 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:

Ms. Mary Jo Allen, Chief Nursing Officer – Halifax Health  
Mr. Greg Blose, CEO/President – Palm Coast-Flagler Regional Chamber  
Ms. Nancy Bradley, Administrator – Daytona College, LLC  
Ms. Denise Breneman, Development Manager, NE Region – Special Olympics Florida  
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  
The Honorable David Santiago, Councilman – Volusia County Council  
Mr. Bret Schmitz, Vice President – Peerbridge Health  
Dr. Kent Sharples, President – CEO Business Alliance  
Mr. John Subers, Foundation Director - Adventhealth  
Mr. Carlos Valderrama, Manager – Valderrama Partners, LLC  
Mr. Tyrone Walker, HR Director – AO Precision  
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  
 Ms. Velma Lowe, Managing Director of Operations – Career Steps, Inc.  
 Ms. Donna Runge, DEO Program Administrator – Department of Economic Opportunity  
 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  
 Ms. Adrienne Grant, External Affairs Senior Vice President – CareerSource Florida  
 Mr. Daniel Harper, Senior Management Analyst – Department of Economic Opportunity  
 Ms. Valerie Uy Ignacio – Digital and Multimedia Director – Career Source Flagler Volusia  
 Ms. Katrina Friel, Business Manager – Volusia County Economic Development  
 Mr. Cyrus Callum, Director of Aviation & Economic Development – Volusia County  
 Ms. Adriane Johnston, President & CEO – CareerSource Florida  
 Ms. Stacey Campbell-Domineck, President & CEO CareerSource Polk  
 Mr. Shawn Brown, - Department of Economic Opportunity  
 Ms. Yvette McCullough, - Department of Economic Opportunity  
 Ms. Ashley Ziemann – Project Coordinator – CareerSource Flagler Volusia  
 Ms. Mandi Howell, IT Technician – CareerSource Flagler Volusia  
 Ms. Valerie Peacock, Bureau Chief - Department of Economic Opportunity

Item and Discussion	Vote	Abstain
Ms. Nancy Bradley called the meeting to order and introduced Ms. Adrienne Johnston, the President & CEO of CareerSource Florida and advised that Ms. Johnston was the guest speaker for the meeting. Ms. Bradley provided a brief bio of Ms. Johnston's career and stated that she had been recommended for the position by Governor Ron DeSantis and she is focused on achieving the Governor's goal that Florida be No. 1 in workforce education by 2030.		
<b><u>Ms. Adrienne Johnston's Presentation</u></b>  Ms. Johnston addressed the Board members and discussed the implementation of the workforce system transformation plan. She reported on the REACH Act being signed into law and how they are very busy implementing the legislation. Ms. Johnston briefly discussed each of the three pillars and explained the focus is on accountability and transparency and effectiveness in the system. The other focus is on job seekers to ensure that there is no "wrong door" experience and no matter where they enter the system, they will receive the services they need.		

<p>Ms. Johnston continued to highlight the implementation and the system-wide improvements that are planned.</p> <p>Ms. Johnston responded to several questions from the Board members.</p>		
<p><b><u>Annual Performance Presentation</u></b></p> <p>Next, Ms. Bradley introduced Mr. Daniel Harper, Senior Management Analyst with DEO and stated that he would be presenting the Annual Performance Report for the year ended 2021. Mr. Harper addressed the Board members and presented a slide presentation highlighting the performance measures and the performance outcomes for CareerSource Flagler Volusia. Mr. Harper introduced Ms. Valerie Peacock and she reviewed the 2020-2021 financial monitoring.</p> <p>Mr. Harper next addressed several questions from the Board members. One member asked if Covid was taken into consideration in the data since this was during the height of the pandemic and Mr. Harper replied that it was not.</p> <p>Ms. Bradley thanked Mr. Harper for the presentation today.</p>		
<p><b><u>Consent Agenda</u></b></p> <p>Ms. Bradley stated that the next item was the Consent Agenda. She stated that the 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.</p>	APPROVED	
<p><b><u>Training Providers and Programs</u></b></p> <p>Ms. Bradley advised that, as a training provider, she would be abstaining from the discussion and vote and requested Dr. Aubrey Long to address the Training Provider and Program topic. Dr. Long addressed the members and stated that a list of training providers and programs was included in the agenda. Dr. Tom LoBasso stated that he would be abstaining from the discussion and vote as well.</p> <p>Dr. Long called for a motion to be made to approve the training providers and programs for the coming year.</p> <p>Upon motion duly made, seconded, and unanimously carried, with Ms. Nancy Bradley and Dr. Tom LoBasso abstaining, the training providers and programs, as presented, were approved.</p>	APPROVED	<p>Dr. Tom LoBasso</p> <p>Ms. Nancy Bradley</p>



<p><b><u>Executive Committee Report</u></b></p> <p>Ms. Nancy Bradley addressed the members and stated that the minutes of the April 18, 2023 Executive Committee were included in the agenda packet.</p> <p>Ms. Bradley explained that a discussion was held to bring the Business Services Unit in-house. The action was considered based on the impending consolidation and requires the organization to become a Direct Service Provider. Additionally, Ms. Bradley explained that the approval to be a Direct Service Provider will expand beyond Business Services in the event a need arises during the transition to temporarily cover operations.</p> <p>Ms. Bradley reported that the Committee also discussed the Corporate Investment funds. After discussion with both the CPA regarding the tax implications and several attorneys regarding the best way to ensure the funds continue to serve this community, it was determined that a foundation fund should be established. The Committee approved moving the Corporate Investment funds to a donor-advised fund with the United Way and selecting a third-party non-Board member to oversee the fund.</p> <p>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 April 18, 2023 Meeting were ratified.</p>	RATIFIED	
<p><b><u>Career Pathways Committee</u></b></p> <p>Ms. Bradley called on Ms. Denise Breneman to report on the May 16, 2023 Career Pathways Committee meeting.</p> <p>Ms. Breneman addressed the members and reported that the Committee is recommending current contracts be extended for one year.</p> <p>Ms. Bradley requested a motion to extend the Eckerd Connects Young Adult Program for one year.</p> <p>Upon motion duly made, seconded, and unanimously carried, the Board approved the extension of the Eckerd Connects Young Adult Program contract for one year.</p> <p>Ms. Bradley requested a motion to extend the Road to Success – Young Adult Program for one year.</p>	APPROVED	

<p>Upon motion duly made, seconded, and unanimously carried, the Board approved the extension of the Road to Success Young Adult Program contract for one year.</p> <p>Ms. Bradley requested a motion to extend the Case Management, Inc. contract for one year.</p> <p>Upon motion duly made, seconded, and unanimously carried, the Board approved the extension of the Case Management, Inc. contract for one year.</p> <p>Ms. Bradley requested a motion to extend the Career Steps, Inc. contract for one year.</p> <p>Upon motion duly made, seconded, and unanimously carried, the Board approved the extension of the Career Steps, Inc. contract for one year.</p> <p>Ms. Bradley stated that in addition to the contracts mentioned above, staff is recommending the “You Science” contract with Daytona Regional Chamber of Commerce be extended for one year.</p> <p>Ms. Bradley requested a motion to extend the “You Science” contract with the Daytona Regional Chamber for one year.</p> <p>After discussion, upon motion duly made, seconded, and unanimously carried, the Board approved the extension of the “You Science” contract with the Daytona Regional Chamber of Commerce for one year.</p>	<p>APPROVED</p> <p>APPROVED</p> <p>APPROVED</p> <p>APPROVED</p>	
<p><b><u>Preliminary 2023-2024 Annual Budget</u></b></p> <p>Ms. Bradley called on Mr. Bret Schmitz to report on the April 20, 2023 Finance Committee meeting.</p> <p>Mr. Schmitz reported that the Committee met to review the Preliminary 2023-2024 Annual Budget. He advised that a copy of the proposed budget had been included with the Agenda package and the Finance Committee was recommending approval.</p> <p>Ms. Robin King reported that staff had just received the actual proposed allocations and the cuts were more than had been anticipated. The allocations had been reduced approximately 11% over last year. She stated that this budget was preliminary and the final budget will be presented at the August meeting.</p> <p>Ms. Bradley called for a motion to approve the Preliminary 2023-2024 Annual Budget.</p>		

Upon motion duly made, seconded, and unanimously carried, the 2023-2024 Preliminary Annual Budget was approved.	APPROVED	
<b><u>Board Member Comments</u></b>  Ms. Bradley asked if the members would like to make any comments. Several members discussed the Performance Report and the need to have more current data presented. The members also discussed the transition and their desire to have a better clarification as to where the deficiencies exist in order to understand the efficiencies to be gained by the transition.		
<b><u>Highlights</u></b>  Mr. Charlie Howell reported on the Florida Atlantic Workforce Alliance Consortium. He stated that the first consortium virtual meeting took place on May 23, 2023. Mr. Howell provided some background on the grant and stated that the state issued \$9,000,000 in grand funds between CareerSource Flagler Volusia, CareerSource Brevard and CareerSource Research Coast to develop solutions to meet the skilled talent needs for the Aerospace & Aviation, Advanced Manufacturing and Cybersecurity & IT industries. He explained that this first consortium was the launch to create industry councils and requested that the participants join one of the councils. Mr. Howell reported that the event had been recorded and was available on the CareerSource Flagler Volusia YouTube site.		
<b><u>President &amp; CEO's Comments</u></b>  Ms. King addressed the Board members and reported that Senate Bill 240 had passed. She advised that one requirement will be to have a board chair-appointed consortium of industries. We have a partnership with Volusia County for GoGig; a hiring platform where job seekers are not required to provide their names. She explained that we are in the process of building the platform and will hopefully have it ready by the end of the calendar year.		
<b><u>Informational Items</u></b>  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.		
<b><u>Next Meeting</u></b>		

Ms. Bradley advised that the next Board meeting is scheduled for August 25, 2023.		
<b><u>Adjournment</u></b>  There being no further business to come before the meeting, it was adjourned.		