

**NOTICE OF THE MEETING
OF THE BOARD OF DIRECTORS
329 BILL FRANCE BLVD
DAYTONA BEACH, FLORIDA 32114**

**9:00 AM
January 19, 2024**

AGENDA

The Board members are reminded of conflict of interest provisions. In the event of a conflict, please refrain from voting, declare the nature of the conflict and be sure to complete the proper form for recording with the minutes.

- I. Welcome and Roll Call**
 - 1. Acknowledge Guests from General Public
 - 2. Public Comments
- II. Consent Agenda Approval**
 - Consent Agenda:**
 - 1. Board of Directors Meeting Minutes – 11/03/23 Page 1
- III. Amendment to CareerSource Flagler Volusia Bylaws**
 - Approval of the Amendment Page 7
- IV. Addition to CareerSource Flagler Volusia Approved Training Providers & Programs - Automation Strategy & Performance, Inc. Emerging Technology Apprentice Program. Approval of Addition of Automation Strategy & Performance, Inc.**
- V. Dissolution Information**
- VI. Financial Update – Fiscal Agent**
- VII. 2024 Program Procurement**
- VIII. Policy Approval**
 - Accounting Records Policy Page 8
 - Bank Reconciliations Policy Page 10
 - Credit Card Administration Policy Page 11
 - Prepaid Cards & Bus Pass Policy Page 12
 - Approval of Policies
- IX. Required Local Positions**
 - Regional Security Officer – Mandi Howell
 - Custodian for Purchased Property & Equipment – Ann Lesizza
 - Personnel Liaison – DEO Merit Staff – Donna Runge
 - Equal Opportunity Officer – Christine Sikora
 - Ethics Officer - Trish McGetrick
 - Approval of the Local Positions
- X. Executive Committee Report**
 - Executive & Finance Committee Meeting Minutes–12/14/23 Page 14
 - Ratify the Actions of the Executive & Finance Committee

XI.	Chair’s Comments	
XII.	Highlights	
XIII.	President & CEO’s Comments	
XIV.	Informational Items	
	1. Performance Update.....	Page 20
	2. On-the-Job and Customized Training Agreements	Page 25
	3. Strategic Imperatives.....	Page 27

Next meeting of the Board is scheduled for March 22, 2024

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