

CareerSource Brevard  
**Board of Directors Meeting**  
May 15, 2018

**MINUTES**

**Members in Attendance via teleconference:** Paula Just (Chair), Frank Abbate, Daryl Bishop, Colleen Browne (via teleconference), William Chivers, Dale Coxwell, Susan Glasgow (via teleconference), Robert Jordan (via teleconference), Traci Klinkbeil, Mike Menyhart, Wayne Olson, Patricia Stratton (via teleconference).

**Members Absent:** Shawn Beal, Desmond Blackburn, Debra Greco, Nancy Heller, Jennifer Kenny, Travis Mack, Linda Miedema, Terry Schruppf, Lynda Weatherman.

**Staff Present:** Jana Bauer, Judy Blanchard, Jennifer Lasser, Don Lusk, Richard Meagher, Marci Murphy, Lyn Sevin, Jeff Witt. **C2 Staff Present:** Caroline Joseph Paul, Aaron Smith, Allan Chehadi.

**Guests:** Jeff Arnott

**Call to Order:** The CareerSource Brevard (CSB) Annual Board Meeting was called to order at 8:00am by Paula Just.

**Public Comment:** There was no public comment.

**Presentations:**

Staff gave a presentation on CSB's organizational structure and funding hierarchy.

**Action Items:**

Proposed Budget for PY 2018-2019

Staff reviewed the Governance/Finance Committee's proposed budget for Program Year 2018-2019. Motion to approve the Governance/Finance Committee's proposed budget for PY 2018-2019 and grant the President the authority to add any currently unfunded options to the budget and/or replace items cut as additional funds become available throughout the Program Year made by Daryl Bishop. Motion seconded by Mike Menyhart and passed unanimously.

Nomination of CSB Officers

Motion to approve the Governance/Finance Committee's recommendation for continuing the following Officers for a second term for Program Year 2018-2019 was made by William Chivers and seconded by Wayne Olson. Motion passed unanimously.

Chair – Paula Just, Chief Human Resources Officer, Health First  
Vice Chair – Patricia Stratton, VP & IMCS Program Manager, Abacus Technology  
Treasurer – Travis Mack, Saalex Solutions\  
Past Chair – Robert Jordan, President & CEO, Genesis VII

Board Member Reappointments

Motion to approve Governance/Finance Committee recommendations for Board membership renewal for Travis Mack, Mike Menyhart and Wayne Olson for a term of three years and to notify the Brevard County Commission for ratification action made by Frank Abbate and seconded by Daryl Bishop. Motion passed unanimously. It was noted that Desmond Blackburn has resigned from his position of Superintendent of Brevard County Schools with an effective date of July 31, 2018.

Board Member Nominations

Motion to approve prospective Board members Lloyd Gregg and Joe Angelastro to fill vacant business seats be sent to the Brevard County Board of County Commissioners for ratification was made by Mike Menyhart. Motion seconded by Dale Coxwell and passed unanimously.

### On the Job Training (OJT) Contract with Board Member

CSB Board Member Travis Mack identified the need to abstain from discussion and voting prior to the meeting. Motion to recommend Department of Economic Opportunity approve OJT contract with Travis Mack in an amount not to exceed \$120,000 made by Daryl Bishop and seconded by Mike Menyhart. Motion passed unanimously. Board Member Travis Mack was not present at the meeting.

### **Consent Action Items**

Paula Just opened the floor for discussion and approval on the consent agenda items:

1. Board of Director Meeting Minutes for 2/20/18 and 3/27/18
2. Selection of Key Industries PY 2018-2019
3. Regional Target Occupations List PY 2018-2019

Motion to approve the Consent Action Items made by Dale Coxwell and seconded by Wayne Olson. The motion passed unanimously.

### **Committee Chair Reports**

Susie Glasgow gave a report on the Industry Workforce Committee meeting held on April 26, 2018.

Mike Menyhart gave a report on the Career Center Committee meeting held on March 8, 2018.

Daryl Bishop gave a report of the Governance/Finance Committee meeting held on April 30, 2018.

### **Information Items:**

Information items presented included Contractor Performance, Legislative Workshop, Meeting Schedule, Sunshine Law Training, Grow the Resources of the Board, Financial Reports, and Committee Meeting Minutes. There was discussion on the summer intern program, and staff reviewed the financial reports.

There was discussion on emerging technology and the gig economy and the anticipated effects on the future workforce.

There being no further business, the meeting was adjourned at 8:55am.

Submitted by,

Reviewed by,

(signature on file)

Lyn Sevin

5/21/2018

Date

(signature on file)

Paula Just

5/21/2018

Date