

CareerSource Brevard (CSB)
Executive Committee Meeting
August 9, 2018

MINUTES

Members in Attendance: Paula Just (Chair), Daryl Bishop, Susie Glasgow, Robert Jordan (via teleconference), Travis Mack (via teleconference), Mike Menyhart (via teleconference).

Members Absent: Patty Stratton

Staff in Attendance: Marci Murphy, Lyn Sevin.

Guests: None

Paula Just called the meeting to order at 4:00pm.

Public Comments: There was no public comment.

Action Items:

Approval of Executive Committee Minutes

Motion to approve the Executive Committee minutes for April 30, 2018 made by Robert Jordan and seconded by Daryl Bishop. Motion passed unanimously.

Review of President's PY17-18 Review

Marci Murphy gave a presentation on the accomplishments of her Annual Goals for PY17-18. The Executive Committee made comments and asked questions during the presentation. Motion to approve the President's compensation of 15% of annual base salary to be paid as a lump sum made by Susie Glasgow and seconded by Robert Jordan. Motion passed unanimously.

Paula Just opened the floor for discussion on the President's salary. Ms. Murphy agreed to step out of the room during discussion. Ms. Just said that she had reviewed market data which indicated that the CSB President is compensated at the second lowest of the medium sized regions in Florida. Discussion followed. Motion to award a 4% raise to bring the President's annual salary to \$121,680 made by Susie Glasgow and seconded by Daryl Bishop. Motion passed unanimously.

President's PY18-19 Proposed Goals

Ms. Murphy presented her Annual Goals for Program Year 2018-2019. There was discussion on legislative and engineering outreach. Motion to recommend approval of the President's goals for PY 2018-2019 to the next full Board of Directors made by Robert Jordan and seconded by Mike Menyhart. The motion passed unanimously.

Discussion/Information Items:

PY 18-19 Budget Update

Staff handed out budget update and identified the additional items to be funded. There was discussion on manufacturing via customer training and the Wish List.

Mike Menyhart left the meeting at 5:02pm.

Governance/Finance Meeting Report

Daryl Bishop gave a report on the Governance/Finance meeting held on August 6, 2018. Board training was discussed and Susie Glasgow offered her assistant up as a secret shopper.

Grow the Resources of the Board

A matrix was shared showing grant opportunities, unrestricted revenue projects and partnerships that CSB is pursuing to help grow the resources of the Board. There was discussion on the grant extensions for Hurricane Maria and the Soft Skills Pilot. There was also discussion on the National Health Emergency Opioid Dislocation Worker Grant and the EFSC advisory councils.

Adjournment:

Paula Just adjourned the meeting at 5:08pm.

Submitted by,

Reviewed by,

(signature on file)
Lyn Sevin

8/16/18
Date

(signature on file)
Paula Just

8/16/18
Date