

CareerSource Brevard
Board of Directors Meeting
August 16, 2018

MINUTES

Members in Attendance: Paula Just (Chair), Frank Abbate (via teleconference), Joe Angelastro, Shawn Beal, Daryl Bishop, Colleen Browne (via teleconference), Susan Glasgow, Lloyd Gregg, Nancy Heller (via teleconference), Jennifer Kenny, Traci Klinkbeil (via teleconference), Mike Menyhart, Wayne Olson.

Members Absent: William Chivers, Dale Coxwell, Robert Jordan, Travis Mack, Linda Miedema, Terry Schrupf, Patricia Stratton, Lynda Weatherman.

Staff Present: Jana Bauer, Denise Biondi, Judy Blanchard, Wendi Jo Bost, Sheryl Cost, Jennifer Lasser, Don Lusk, Richard Meagher, Stephanie Mosedale, Marci Murphy, Lyn Sevin, Jeff Witt. **Career Center Staff Present:** Joan Belmonte, Julie Berrio, Chakib Chehadi, Linda Hadley, Caroline Joseph-Paul (via teleconference), Bob Knippel, Angie Londono, Jessica Mitchell, Kristine Wolff.

Guests: Terri Mermis, Mark Mullins, Francisco Rodriguez.

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

Public Comment: There was no public comment.

Presentations:

Job Seeker Recognition

Jana Bauer introduce Terri Mermis who was recognized for her success with CSB through our AARP 50+ program.

Jessica Mitchell introduced Francisco Rodriguez, an evacuee from Puerto Rico, who was recognized for his success with CSB through our Hurricane Maria grant.

Staff Recognitions

Marci Murphy recognized J. Lasser for 10 years of services with CSB.

Marci Murphy recognized Department of Economic Opportunity staff Linda Hadley and Bob Knippel for 26 years of service at the CSB Career Center.

Action Items:

Work Based Training Contracts with Board Members

CSB Board Members Lloyd Gregg and Mike Menyhart, identified the need to abstain from discussion and voting prior to the meeting. It was noted that Board Member Robert Jordan was not present at the meeting; however he would have a conflict of interest with the provision of worked based contracts as outlined.

Motion to recommend the Department of Economic Opportunity approve Related Party Contracts with ASRC in an amount not to exceed \$100,000, made by Susie Glasgow and seconded by Daryl Bishop. Motion passed unanimously with Lloyd Gregg abstaining.

Motion to approve Related Party Contracts with Migrandy Corporation in an amount not to exceed \$19,000, and Genesis VII in an amount not to exceed \$24,000 made by Susie Glasgow and seconded by Daryl Bishop. Motion passed unanimously with Mike Migrandy abstaining. Robert Jordan was not present at the meeting.

Board Member Nominations

Motion to approve prospective Board members Mark Mullins to fill the vacant education seat and to be sent to the Brevard County Board of County Commissioners for ratification was made by Mike Menyhart and seconded by Susie Glasgow. Motion passed unanimously.

Strategic Plan

The Career Center Committee presented a request to add Hidden Talent Strategies under a new board objective. The new objective for finding hidden talent was reviewed. Motion to approve the recommendation of the Career Center Committee to add the new objective and strategies surrounding finding Hidden Talent to the Goal Matrix made by Susie Glasgow and seconded by Jennifer Kenny. Motion passed unanimously.

Guidelines on Formula Finding Usage

Staff presented a request from the Career Center Committee to approve the following formula funding allocation for training for PY 2018-2019:

- Training Mix: 50% work based training and 50% individual training
- Job Seeker Mix: 70% unemployed workers training, 20% underemployed workers training, and 10% employed workers training.

Motion to approve the recommended 50/50 training mix and the 70/20/10 job seeker mix made by Daryl Bishop. Susie Glasgow seconded the motion and Motion passed unanimously.

Consent Action Items

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

1. Board of Director Meeting Minutes for 5/15/18 and 6/12/18
2. President's PY18-19 Annual Goals

Motion to approve the Board of Director meeting minutes for 5/15/18 and 6/12/18 made by Wayne Olson and seconded by Susie Glasgow. The motion passed unanimously.

Motion to approve the President's PY18-19 Annual Goals made by Wayne Olson and seconded by Mike Menyhart. The motion passed unanimously.

Committee Chair Reports

Susie Glasgow gave a report on the Industry Workforce Committee meeting held on July 26, 2018. Lloyd Gregg requested information on the AIM program.

Mike Menyhart gave a report on the Career Center Committee meeting held on June 14, 2018.

Daryl Bishop gave a report of the Governance/Finance Committee meeting held on August 6, 2018. There was brief discussion on how CSB plans to spend the additional funds received.

Information Items:

Staff gave a presentation on the AIM grant outcomes and sustainability.

Information items presented included updates on healthcare, IT, soft skills, Moore Communications Marketing Plan, end of year contractor performance, board member training, performance infographics, community impact report, growing the resources of the board, financial reports, and committee meeting minutes.

Staff agreed to send the Performance Infographic and Community Impact Report to members directly.

There being no further business, the meeting was adjourned at 9:04am.

Submitted by,

Reviewed by,

(signature on file)
Lyn Sevin

8/20/2018
Date

(signature on file)
Paula Just

8/20/2018
Date