



CONTRACT INFORMATION FORM

This form is to seek approval of a contract valued at \$25,000 or more involving a conflict of interest of board members or employees. All requested information is required. Failure to provide complete information may result in disapproval of the contract.

I, Susie Glasgow, hereby certify the following information regarding a contract that was approved by a two-thirds (2/3) vote of a quorum of CareerSource Brevard (local board) and will be executed and implemented immediately after approval by CareerSource Florida.

Identification of all parties to the contract: CareerSource Brevard and Neighbor Up Brevard & subsidiary Evans Center Etc.

Contractor Name & Address: 1151 Masterson Street, Melbourne, FL 32935

Contractor Contact Phone Number: 321-253-4214

Contract Number or Other Identifying Information, if any: _____

Contract Term: 8/15/2019 through 6/30/2022

Value of the Contract/Renewal/Extension: Not to exceed \$20,000

Description of goods and/or services to be procured: Work based training contracts

Name of board member or employee whose conflict of interest required the board's approval of the contract by two-thirds (2/3) vote: Lynn Brockwell-Carey

The nature of the conflicting interest in the contract: Ms Brockwell-Carey is employed by Neighbor Up Brevard

The board member with the conflict of interest did did not (check one) attend the meeting at which the board voted to approve the contract.

I further attest that the following is being provided with this form:

- A certified board membership roster listing all members on the board at the time of the vote on the approval of the contract with a vote tally indicating attendance or absence at the meeting and for those in attendance, the affirmative and negative votes and abstentions for each member.
- Consistent with the procedures outlined in section 112.3143, Florida Statutes, the dated and executed conflict of interest form that was submitted at or before the board meeting in which a vote related to the contract took place, for board member(s)/employee(s) who have any relationship with the contracting vendor (as defined in paragraph l(f) of the CSF contracting policy).

I certify that the information above is true and correct.

Susie Glasgow
Signature of Board Chair / Vice Chair*

Susie Glasgow
Print Name
8/15/2019
Date

* Must be certified and attested to by the board's Chair or Vice Chair.



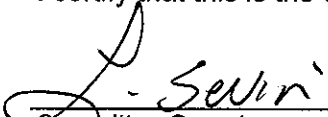


BOARD MEETING VOTING ROSTER
Thursday, August 15, 2019

Motion to approve Related Party Contract with Neighbor Up Brevard and subsidiary Evans Center Inc. in an amount not to exceed \$20,000.

	BOARD MEMBER	ATTENDANCE	YES VOTE	NO VOTE	ABSTAIN FROM VOTE
1	Abbate, Frank	A			
2	Angelastro, Joe	A			
3	Beal, Shawn	P	1		
4	Bishop, Daryl	P	1		
5	Brockwell-Carey, Lynn	P			1
6	Browne, Colleen	A			
7	Chivers, William	P	1		
8	Glasgow, Susan	P	1		
9	Gregg, Lloyd	P	1		
10	Heller, Nancy	P	1		
11	Hoelke, Art	P	1		
12	Jordan, Robert	P	1		
13	Just, Paula	A			
14	Kenny, Jennifer	P	1		
15	Klinkbeil, Traci	P	1		
16	Mack, Travis	A			
17	Menyhart, Mike	P	1		
18	Miedema, Linda	P	1		
19	Mullins, Mark	A			
20	Olson, Wayne	A			
21	Patel, Amar	A			
22	Schrumpf, Terry	A			
23	Stratton, Patricia	P	1		
24	Weatherman, Lynda	P	1		
	TOTAL		14	0	1

I certify that this is the correct Voting Roster for 8/15/19



 Committee Secretary



DISCLOSURE AND CERTIFICATION OF CONFLICT OF INTEREST IN A CONTRACT

I, Lynn Brockwell-Carey [checked] a board member [] an employee of the board hereby disclose that:

I, [] myself, [checked] my employer, [] my business, [] my organization/OR [] Other (describe): [] could benefit financially from the contract described below:

Local Workforce Development Board: CareerSource Brevard - Region 13

Contractor Name & Address: Neighbor Up Brevard and subsidiary Evans Center Inc.

Contractor Contact Phone Number: (321) 253-4214

Description or Nature of Contract: Work Based Training Contracts

Description of Financial Benefit*: Not to exceed \$20,000

For purposes of the above contract the following disclosures are made:

The contractor's principals**/owners***: (check one)

[checked] have no relative who is a member of the board; OR [] have a relative who is a member of the board, whose name is: []

The contractor's principals**/owners*** [] is [checked] is not (check one) a member of the board. If applicable, the principal's/owner's name is: []

Lynn Brockwell-Carey Signature of Board Member/Employee

Lynn Brockwell-Carey Print Name

8/15/2019 Date

* "Benefit financially from a contract" means the special private financial gain to a member, a special private financial gain to any principal which retains the member, the special private financial gain of the parent organization or subsidiary of a corporate principal which retains the member or the special private financial gain to any member's relatives or business associate or to a board employee and such benefit is not remote or speculative.

** "Principal" means an owner or high-level management employee with decision-making authority.

*** "Owner" means a person having any ownership interest in the contractor.

NOTICE: CONFLICTS OF INTEREST REGARDING BOARD MEMBERS AND BOARD EMPLOYEES MUST BE DISCLOSED PRIOR TO THE BOARD'S VOTING TO APPROVE THE CONTRACT; BOARD MEMBERS WHO BENEFIT FINANCIALLY OR WHO HAVE A RELATIONSHIP WITH THE CONTRACTING VENDOR MUST ABSTAIN FROM THE VOTE, AND THE CONTRACT MUST BE APPROVED BY A TWO-THIRDS VOTE OF THE BOARD WHEN A QUORUM HAS BEEN ESTABLISHED. COMPLETION OF THIS FORM DOES NOT IN ANY WAY SUPERCEDE OR SUBSTITUTE FOR COMPLIANCE WITH CONFLICT OF INTEREST DISCLOSURE REQUIREMENTS OF SECTION 112.3143, F.S. OR SECTION 101(f), WIOA.

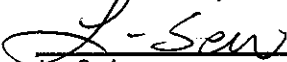


Board of Directors - Program Year 2019-2020

1. Frank Abbate
County Manager
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2. Joe Angelastro
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3. Shawn Beal
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5. Lynn Brockwell-Carey
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13. Paula Just – Past Chair
Chief Human Resources Officer
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14. Jennifer Kenny
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20. Wayne Olson
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21. Amar Patel
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23. Patricia Stratton
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24. Lynda Weatherman
President
EDC of Florida's Space Coast
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LWeatherman@SpaceCoastEDC.org

I certify that this is the correct Board
Member Roster for 8/15/19

Committee Secretary:


Lyn Sevin