

CareerSource Brevard
Board of Directors Meeting
February 25, 2021

MINUTES

The meeting was held via teleconference during the COVID-19 pandemic.

Members in Attendance: Shawn Beal, Daryl Bishop (joined at 8:35am), Mary Jane Brecklin, Lynn Brockwell-Carey, Colleen Browne, William Chivers, Randall Fletcher, Susan Glasgow (Chair), Lloyd Gregg, Nancy Heller, Art Hoelke, Brian Jaskiewicz, Jennifer Kenny, Traci Klinkbeil, Travis Mack, Mike Menyhart, Wayne Olson, Kirsten Patchett, Amar Patel, Lynda Weatherman.

Members Absent: Frank Abbate, Mark Mullins, Terry Schrupf.

Staff Present: Jana Bauer, Denise Biondi, Judy Blanchard, Thomas LaFlore, Don Lusk, Richard Meagher, Marci Murphy, Lyn Sevin, Marina Stone, Jeff Witt.

C2 Staff Present: Sandra Bruneman, Ahmanee Collins-Bandoo, Marvetta Kaye Gordon, Caroline Joseph-Paul, Michele McAlpin, Jessica Mitchell, Kristine Wolff.

Guests: Daniel Harper, Racquel McIntosh.

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

Public Comment: There was no public comment.

Presentations:

Daniel Harper from Department of Economic Opportunity gave a presentation on CSB's annual performance for Program Year 2019–2020. There was discussion on CSB's performance in relation to the State's Workforce investigation into improvements for the system. Mr. Harper said that it would take 2-3 years of consecutive failure for CSB to be sanctioned and that CSB is on track and doing fine with regards to the Primary Indicators of Performance which is federal measures. Marci Murphy mentioned that the House Education & Workforce Committee had many questions including ROI that DEO and the local regions have answered in writing.

Racquel McIntosh from Grau & Associates gave a presentation on the status of the Program Year 2019-2020 Audit. She reported that CSB has complied with all requirements of each of its major federal programs for the fiscal year ended June 30, 2020 and there were no findings or corrective actions needed. Motion to approve the Independent Auditor's Report on the financial statements for program year ended June 30, 2020 made by Jennifer Kenny and seconded by Lloyd Gregg. Motion passed unanimously.

Sandra Bruneman from C2 gave a presentation on Workshops offered at CSB career centers. There was a discussion on workshops and services offered to veterans.

Action Items:

Board Nomination

On February 1, 2021 the Executive Committee reviewed the nomination of Pamela Reed, CEO of Kindred Hospital to fill the vacant business seat and recommended her for board appointment. This candidate was nominated by Melbourne Regional Chamber of Commerce. Motion to approve the recommendation for board appointment of Pamela Reed made by Mike Menyhart and seconded by Daryl Bishop. Motion passed unanimously. The nomination will be sent to the Brevard County Commission for approval.

Consent Action Items

Susie Glasgow opened the floor for discussion and approval of the consent agenda items. Motion to approve the Board of Director minutes for November 19, 2020 and the Procurement/Payroll Policy made by Nancy Heller and seconded by Jennifer Kenny. Motion passed unanimously.

Committee Chair Reports

Mike Menyhart gave a report on the Industry Workforce Committee meeting held on January 12, 2021.

Nancy Heller gave a report on the Career Center Committee meeting held on January 26, 2021.

Lloyd Gregg gave a report on the Finance Committee meeting held on February 1, 2021.

Information Items:

Marci Murphy reported on the following:

- Presentations at Committee meetings which were included in the Agenda packet.
- Board Member Shawn Beal disclosed after the November Board meeting that he had a conflict of interest with the contract between ASRC and CSB.
- An explanation was given on the decrease in number of job seekers seeking CSB services.
- DOL’s monitoring report pertaining to WIOA regulations that included the State of Florida and one local workforce board in Miami will be used by CSB to ensure its policies and procedures are in alignment with WIOA.
- A bill regarding legislative changes is expected to be released this week and will be shared with board members.
- DEO’s final award of a \$2M HUD CDBG-DR Workforce Recovery Training grant associated with hurricane Irma and related to the construction industry is imminent. This grant was awarded over a year ago, however it was on hold for modification of requirements.
- Brevard continues to have a lower unemployment rate compared to the rest of the state. The Palm Bay-Melbourne-Titusville Metropolitan Statistical Area has been ranked #2 in the nation for 2021 from the Milken Institute’s Best-Performing Cities. Ms. Murphy thanked board members for their input and collaboration in steering CSB towards continued excellence.

Information items presented included Grow the Resources of the Board, Quarterly Hurricane Recovery, PY 21-22 Meeting Schedule, Business Use of CSB Services, CAPE Certifications, Continuous Improvement, Primary Indicators of Performance, CSB Customer Portal, Multimedia Outreach, Second Quarter Contractor Performance, Financial Reports, Presentations at Committee Meetings and Committee Meeting minutes. There was discussion on construction grant changes and the additional \$5 million received for Hurricane Irma. It is anticipated that Hurricanes Irma and Dorian will end on September 30, 2021.

There being no further business, the meeting was adjourned at 9:14am.

Submitted by,

Reviewed by,

(signature on file)
Lyn Sevin

3/15/2021
Date

(signature on file)
Susie Glasgow

3/8/2021
Date