

CareerSource Brevard (CSB)
Executive Committee Meeting
February 4, 2019

MINUTES

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

Members Absent: Robert Jordan, Travis Mack, Patty Stratton.

Staff in Attendance: Denise Biondi, Jennifer Lasser, Don Lusk, Marci Murphy, Richard Meagher, Stephanie Mosedale, 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 November 5, 2018 made by Mike Menyhart and seconded by Susie Glasgow. Motion passed unanimously.

Discussion/Information Items:

President Update

The President reported on the following

1. Conference of Mayors
2. Workforce Development Council's Best Practices (handout)
3. CSB's advertisement targeting engineers that will appear in the March edition of Delta Sky Miles magazine (handout)
4. Adult Ed Newsletter featuring CSB
5. Brevard Business News article featuring CSB's Business Services team.

Staff gave the following presentations:

1. CareerSource Florida's (CSF) Annual Report
2. CSB's Annual Report

Ms. Murphy said that the Board Retreat has been moved to May and will be held at the Center for Collaboration - Space Coast Health Foundation. A training video titled "Tour of the Career Center" will be shown at that meeting. She also said that staff would be attending CSF meetings in Tallahassee in February, and the County Commission will be reviewing the Local Workforce Development Area Designation in March.

Board members were offered use of a Conflict Resolution training video which will be available in March.

Governance/Finance Committee Update

Daryl Bishop gave an update on the Governance/Finance Committee which had met earlier in the day. He said that Lyn Brockwell-Carey has agreed to join the board and he noted that all board positions are currently filled. He said that the Committee had reviewed CSB's financial records and he talked about the plan to replace outgoing officers.

Hidden Talent Update

Staff reported that Brevard's unemployment rate is hovering around 3.3%, and there is a shortage of workforce talent across every industry. Staff updated the Committee on CSB's strategies to address the workforce shortages by finding Brevard's hidden talent.

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.

Adjournment:

The meeting adjourned at 4:47pm.

Submitted by,

Reviewed by,

(signature on file)
Lyn Sevin

2/14/2019
Date

(signature on file)
Paula Just

2/14/2019
Date