

CareerSource Brevard (CSB)
Executive Committee Meeting
August 2, 2023

MINUTES

Members in Attendance: Lloyd Gregg (Chair), Mike Menyhart (virtually), and Mary Jane Brecklin (virtually).

Members Absent: Colleen Browne and Nancy Heller.

Staff in Attendance: Marci Murphy, Jeff Witt, and Holly Paschal.

Guests: None.

Lloyd Gregg called the meeting to order at 4:06pm.

Roll Call: Holly Paschal

Public Comments: There was no public comment.

Presentations:

No Presentations.

Action Items:

Approval of Executive Committee Minutes

Motion to approve the Executive Committee minutes for May 1, 2023, made by Mike Menyhart and seconded by Mary Jane Brecklin. Motion passed unanimously.

Presentation of President's Completed Goals Program Year 2022-2023

Marci Murphy announced to the Committee that before we begin with the President's Goals for PY 22-23, she informed the committee that she will be on personal leave and gave the committee the dates. Ms. Murphy shared with the committee who the senior staff members are and their role in case of an emergency.

Marci Murphy presented the President's Completed Goals for the Program Year 2022-2023 and explained each of the four goals. Ms. Murphy explained the steps that were taken to successfully achieve each of the goals and the outcomes of each goal. Her goals were focused on Goal 1 - Letter Grades, Goal 2- alignment/stakeholder buy-in, Goal 3-the Florida Workforce Alliance Grant, and Goal 4-the diversification of CareerSource Brevard Board membership as dictated by the County Commission.

Per the President's Incentive Compensation Contract Language, it states, "Employee is eligible for incentive compensation. The incentive compensation fund is a percentage of the Employee's annual base salary at the beginning of the fiscal year. Actual payment of the incentive compensation is based upon attainment of pre-determined goals mutually established by the CSB Executive Committee and the Employee. The target incentive amount is 15%. Each goal is weighted and contains a Threshold Objective (75%), a Target Objective (100%), and a Superior Objective (150%). A Threshold Objective for a goal must be met in order to receive any kind of incentive compensation for that goal."

Please see the Incentive Table for Program Year 2022-2023 below that was shared with the committee.

Incentive Table 22-23

	Goal 1 (27%)	Goal 2 (20%)	Goal 3 (33%)	Goal 4 (20%)	Total
Threshold 75%					
Target 100%	X				
Superior 150%		X	X	X	
Factor	1x27 = 27	20X1.5= 30	33X1.25=41.25	20X1.5=30	128.25%
Total Score = 128.25 of 15% = 19.24%					
Incentive (Salary X .1924) 133848 X .1924 = 25,752					



Motion to approve the President’s Completed Goals for PY 2022-2023 and Incentive Compensation of 19.24% of the President’s Annual Base Salary based on the President’s Incentive Contract Language, made by Mary Jane Brecklin, and seconded by Mike Menyhart. Motion passed unanimously.

President’s Goals Program Year 2023-2024

Ms. Murphy presented the President’s Goals for the Program Year 2023-2024 as well as the “Threshold 75%” details, the “Target 100%” details, and the “Superior 150%” details. Ms. Murphy explained the first goal of “Letter Grade”, the second goal of “Florida’s Workforce Consolidation”, the third goal of “Manage the Florida Atlantic Workforce Alliance”, and the fourth and final goal of “Manage the Dwyer Project”. Ms. Murphy explained each goal in detail and the steps she will take to achieve each goal to include the steps that she’s already taken to begin to successfully achieve these goals to date. Mary Jane Brecklin stated that she has a concern regarding the fourth goal of “Manage the Dwyer Project” due to the competition for laborers in the healthcare industry. Ms. Murphy stated that she understands her concerns and agreed to address the details of the preassessment with Dwyer to dive deeper into this topic. Motion to approve the President’s Goals for PY 2023-2024 to be brought to the board for final approval, made by Mary Jane Brecklin and seconded by Mike Menyhart. Motion passed unanimously.

Discussion/Information Items:

Finance Committee Report

Marci Murphy gave an update on the Finance Committee meeting items that were discussed by the Finance Committee which met earlier in the day. Ms. Murphy explained that we had an estimate for the budget at the last meeting of \$10,474,000 because we did not have the actual budget at the time of the last meeting, therefore, she shared the details of the actual budget for the Program Year 23/24 which is a total of \$10,678,500 which she states is an increase by 2% for this program year.

Presidents Report

Marci Murphy shared that Ernst & Young (EY) was awarded the contract for the advancement of Florida’s workforce system for approximately 2.33 million through June 2024. She states that the contract can be extended for six months and can also be renewed yearly for up to two renewals, and the first deliverable is the Project Plan and encompasses all three pillars (one of which is the consolidation). Ms. Murphy stated that she had two meetings last Wednesday with EY; one encompassed the whole state WF system and the other was for the ten counties affected by the consolidation. She added that EY is planning to have a one-on-one meeting with her on August 7th and another meeting with both she and Flagler/Volusia County President together, also on August 7th. Ms. Murphy informed the Committee that there will be a meeting on August 28, 2023, with EY, Brevard County Manager, the Assistant County Manager, Commissioner Rob Feltner, and Ms. Murphy to discuss the consolidation.

Marci Murphy informed the Committee that the Department of Economic Opportunity (DEO) has a new name and a new leader, and is now the Department of Commerce, and Alex Kelly, previously Governor DeSantis’s Chief of Staff, is the new Secretary of the Department of Commerce.

Ms. Murphy informed the Committee that during the next Board of Director’s meeting, there will be a panel on the apprenticeship process from Health First, Florida’s Apprenticeship arm and the fiduciary – our apprenticeship navigator, Melissa Byers, will be facilitating the process and discussion.

The Board Chair, Lloyd Gregg informed the board that he is in transition and no longer with ASRC and will give an update on his new employer and title once he has it.

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 5:22pm.

Submitted by,

Reviewed by,

(Signature on file)
Holly Paschal

8/08/2023
Date

(Signature on file)
Lloyd Gregg

8/08/2023
Date