

CareerSource Brevard
Board of Directors Meeting
August 19, 2021

MINUTES

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

Members in Attendance: Daryl Bishop, Mary Jane Brecklin, Lynn Brockwell-Carey, Colleen Browne, Susan Glasgow, Lloyd Gregg(Chair), Nancy Heller, Art Hoelke, Brian Jaskiewicz, Traci Klinkbeil, Mike Menyhart, Mark Mullins, Wayne Olson, Amar Patel, Pamela Reed, Terry Schrupf.

Members Absent: Frank Abbate, Shawn Beal, William Chivers, Randall Fletcher, Jennifer Kenny, Travis Mack, Kirsten Patchett, Lynda Weatherman.

Staff Present: Marci Murphy, Denise Biondi, Lyn Sevin, Jeff Witt.

Guests: Michelle Dennard

Call to Order: The CareerSource Brevard (CSB) Board Meeting was called to order at 8:02am by Lloyd Gregg.

Public Comment: There was no public comment.

Presentations:

Michelle Dennard, President and CEO of CareerSource Florida gave a presentation on Reimagining Florida's Talent Development Strategies.

Action Items:

Bylaws Revisions

CareerSource Florida has updated Administrative Policy Number 091-Local Workforce Development Board Composition and Certification, and Administrative Policy Number 110-Local Workforce Development Area and Board Governance, necessitating changes to CSB's current Bylaws. Modifications were reviewed by the Executive Committee and must be approved by the Full Board of Directors and ratified by the Brevard Board of County Commissioners.

Motion to approve the Executive Committee's recommended changes to the Bylaws made by Mike Menyhart and seconded by Susie Glasgow. Motion passed unanimously. Revisions will be sent to Brevard Board of County Commissioners for final approval.

President's Proposed PY2021-2022 Goals

Marci Murphy reviewed her PY2021-2021 goals. The goals had been reviewed and recommended for approval by the Executive Committee at the August 2, 2021 meeting. There was brief discussion on the five goals. Motion to approve the Executive Committee's recommended goals for the President's for PY2021-2022 made by Brian Jaskiewicz and seconded by Susie Glasgow. Motion passed unanimously.

Related Party Contracts

Art Hoelke indicated before the meeting that he had a conflict of interest and needed to abstain from discussion and voting. Staff presented a Related Party Contract with Knight Enterprises Management and CSB. Motion to approve Related Party Contract with Knight Enterprises Management in an amount not to exceed \$50,000, made by Brian Jaskiewicz and seconded by Susie Glasgow. Motion passed unanimously with Art Hoelke abstaining. The Related Party Contract will be sent to the Department of Economic Opportunity for approval. Art was not in attendance

Lynn Brockwell-Carey indicated before the meeting that she had a conflict of interest and needed to abstain from discussion and voting. Staff presented a Related Party Contract with Neighbor-Up Brevard and CSB.

Motion to approve Related Party Contract with Neighbor-Up Brevard in an amount not to exceed \$20,000, made by Susie Glasgow and seconded by Daryl Bishop. Motion passed unanimously with Lynn Brockwell-Carey abstaining. The Related Party Contract will be sent to the Department of Economic Opportunity for approval.

Lloyd Gregg indicated before the meeting that he had a conflict of interest and needed to abstain from discussion and voting. Staff presented a Related Party Contract with ASRC Federal and CSB. Motion to approve Related Party Contract with ASRC Federal in an amount not to exceed \$50,000, made by Mary Jane Brecklin and seconded by Brian Jaskiewicz. Motion passed unanimously with Lloyd Gregg abstaining. The Related Party Contract will be sent to the Department of Economic Opportunity for approval.

Consent Action Items

Consent action items presented included Board of Director meeting minutes for April 29, 2021 and May 20, 2021 and Affirmative Action Plan for the HUD Construction Grant. Motion to approve Consent Action Items made by Mike Menyhart and seconded by Nancy Heller. Motion passed unanimously.

Reports

Mike Menyhart gave a report on the Industry Workforce Committee meeting held on July 13, 2021.

Nancy Heller gave a report on the Career Center Committee meeting held on July 27, 2021.

Colleen Browne gave a report on the Finance Committee meeting held on August 2, 2021.

Marci Murphy shared statistics for the region including re-employment assistance claims and unemployment rates. She said that staff had returned to working in the office although some virtual services and remote work would continue. She also said that staff will be attending the Florida Workforce Summit in September to support training and career development of Florida’s workforce system.

Information Items:

Information items presented included Grow the Resources of the Board, Quarterly Hurricane Recovery Report, ITA Vendor Evaluation, Career Center Activities, Continuous Improvement, Effectiveness of Training, End of Year Contractor Performance, Primary Indicators of Performance, Fact Sheet, Quarterly Multimedia Outreach, Budget Update, Financial Reports and Committee meeting minutes and presentations. Staff reviewed Grow the Resources of the Board and said that extra COVID funds had been received. There was brief discussion on AARP training, Virtual Workshops and Job Fairs and the Fact Sheet.

Lloyd Gregg thanked the outgoing Officers.

There being no further business, the meeting was adjourned at 9:10am.

Submitted by,

Reviewed by,

(signature on file)

8/26/2021

(signature on file)

8/30/2021

Lyn Sevin

Date

Lloyd Gregg

Date