

CareerSource Brevard
Board of Directors Meeting
November 19, 2020

MINUTES

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

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

Members Absent: Frank Abbate, William Chivers, Randall Fletcher, Brian Jaskiewicz, Jennifer Kenny, Travis Mack.

Staff Present: Jana Bauer, Julie Berrio, Judy Blanchard, Chakib Chehadi, Armani Collins-Bandoo, Marveta Gordon, Linda Hadley, Bob Knippel, Thomas LaFlore, Don Lusk, Michelle McAlpin, Richard Meagher, Jessica Mitchell, Marci Murphy, Sally Patterson, Lyn Sevin, Jeff Witt.

Guests: Matt Susin

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:

Judy Blanchard gave a presentation on the Brevard Recovery Assistant Grant and Successes and shared a short video.

Jana Bauer gave a presentation on Community Leaders in Action.

Action Items:

Related Party Contract

Mary Jane Brecklin and Lloyd Gregg indicated before the meeting they would have a conflict of interest and needed to abstain from discussion and voting.

Staff presented a Related Party Contract with Health First and CSB. Motion to approve Related Party Contract for renewal of CSB's annual employee health insurance with Health First Health Plans in an amount not to exceed \$200,000, made by Amar Patel and seconded by Mike Menyhart. Motion passed unanimously with Mary Jane Brecklin abstaining. The Related Party Contract will be sent to the CareerSource Florida for approval.

Staff presented a Related Party Contract with ASRC Federal AS&D Orion and CSB. Motion to approve Related Party Contract with ASRC Federal AS&D Orion in an amount not to exceed \$50,000, made by Daryl Bishop and seconded by Lynn Brockwell-Carey. Motion passed unanimously with Lloyd Gregg abstaining. The Related Party Contract will be sent to the CareerSource Florida for approval.

Staff presented a Related Party Contract with ASRC Federal ASTS KIAC and CSB. Motion to approve Related Party Contract with ASRC Federal ASTS KIAC in an amount not to exceed \$50,000, made by Mike Menyhart and seconded by Terry Schrupf. There was discussion on the positions identified by the employer. Motion passed unanimously with Lloyd Gregg abstaining. The Related Party Contract will be sent to the CareerSource Florida for approval.

Formula Funding Usage for PY20-21

Guidelines for formula funding usage are reviewed every year to ensure that CSB is focusing on programs that are the most effective for businesses and job seekers. Staff reviewed CSB’s recommendations. Motion to approve the Career Center Committee recommended guidelines for formula funding usage for PY2020-2021 made by Nancy Heller and seconded by Kirsten Patchett. Motion passed unanimously.

Lloyd Gregg left the meeting at 8:30am

Amar Patel left the meeting at 8:46am.

Consent Action Items

Motion to approve the Board of Director Orientation minutes for August 13, 2020 made by Daryl Bishop and seconded by Nancy Heller. Motion passed unanimously.

Motion to approve the Board of Director meeting minutes for August 20, 2020 made by Mary Jane Brecklin and seconded by Mike Menyhart. Motion passed unanimously.

Committee Chair Reports

Mike Menyhart gave a report on the Industry Workforce Committee meeting held on October 13, 2020.

Nancy Heller gave a report on the Career Center Committee meeting held on October 27, 2020.

Daryl Bishop gave a report on the Finance Committee meeting held on November 2, 2020.

Kirsten Patchett left the meeting at 8:57am.

Information Items:

Marci Murphy reported on new board and committee members, virtual operations during the pandemic, unemployment figures, the Paychecks for Patriots Virtual Job Fair, and the federal and state’s focus for the workforce system. She also gave updates on current and future grants.

Information items presented included First Quarter Performance, Primary Indicators of Performance, Continuous Improvement Performance, Career Center Standards, Healthcare Sector Strategy, APG Sector Strategy, Multimedia Outreach, Grow the Resources of the Board and Financial Reports. There was brief discussion on Grow the Resources of the Board.

There being no further business, the meeting was adjourned at 9:15am.

Submitted by,

Reviewed by,

(signature on file)
Lyn Sevin

11/19/2020
Date

(signature on file)
Susie Glasgow

11/19/2020
Date