

CareerSource Brevard  
**Board of Directors Meeting**  
November 21, 2019

**MINUTES**

**Members in Attendance:** Susan Glasgow (Chair), Shawn Beal (via teleconference), Daryl Bishop, Lynn Brockwell-Carey, Colleen Browne (via teleconference), Lloyd Gregg, Art Hoelke, Robert Jordan, Jennifer Kenny, Mike Menyhart, Linda Miedema, Mark Mullins (via teleconference), Amar Patel, Patricia Stratton (via teleconference).

**Members Absent:** Frank Abbate, William Chivers, Nancy Heller, Paula Just, Traci Klinkbeil, Travis Mack, Wayne Olson, Terry Schrupf, Lynda Weatherman.

**Staff Present:** Jennifer Berke, Denise Biondi, Judy Blanchard, Megan Cochran, Lisa Fitz-Coy, Linda Hadley, Clinton Hatcher, Caroline Joseph-Paul, Ryan King, Thomas LaFlore, Angela Londono, Don Lusk, Richard Meagher, Michele McAlpine, Jessica Mitchell, Marci Murphy, Lyn Sevin, Erma Shaver, Jeff Witt.

**Guests:** Kirsten Patchett, Theresa Romey.

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

**Public Comment:** Chakib Chehadi thanked the Board and said how much he appreciates the collaboration and partnership CSB has with C2 Global Professional Services.

**Presentations:**

Clinton Hatcher introduced Kirsten Patchett, VP of Human Resources USA and Executive Aviation who shared the successful relationship Embraer has with CSB.

Jana Bauer introduced Theresa Romey who is a graduate of CSB's AARP 50+ Program. Theresa has been offered employment with Northrup Grumman as an electrical engineer and starts her new career on December 9.

Jennifer Berke introduced Ryan King who is a graduate of CSB's America's Promise Grant and is currently employed by CSB.

**Action Items:**

**Consent Action Items**

Motion to approve Board of Director meeting minutes for August 15, 2019 made by Daryl Bishop and seconded by Lynn Brockwell-Carey. Motion passed unanimously.

Staff presented the Guidelines on Formula Funding Usage which had been approved by the Career Center Committee. Motion to approve the Career Center Committee recommendation for training funds usage mix for PY2019-2020 made by Robert Jordan and seconded by Amar Patel. Motion passed unanimously.

**Committee Chair Reports**

Mike Menyhart gave a report on the Industry Workforce Committee meeting held on October 15, 2019. There was discussion on tracking employment outcomes from recruiting events.

Jana Bauer gave a report on the Career Center Committee meeting held on October 29, 2019.

Marci Murphy gave a report of the Governance/Finance Committee meeting held on November 4, 2019.

**Presentations:**

Erma Shaver gave a presentation on New Measures and Performance.

Marci Murphy gave an overview of the status of her annual goals. There was discussion on the Opioid Grant and legislation around the Governor's Talent Development Council. Art Hoelke is a committee member of the Council.

**Information Items:**

Information items presented included FWDA Legislative Agenda, First Quarter Contract Performance, Primary Indicators of Performance, Career Center Standards, APG IT Sector, Healthcare Sector, Multi-Media Outreach, Grow the Resources of the Board, New Budget Format, Financial reports and Committee meeting minutes.

There was discussion on the FWDA legislative agenda. Art Hoelke is supporting a bill that addresses a change in language that would allow State Colleges to charge student tuition and fees on Apprenticeships. He asked board members to support the initiative.

There was also discussion on the additional funds received for Hurricane Irma and Hurricane Dorian.

**Other Business:**

- Board Members were reminded about the board training in January and asked to select one of the two dates offered.
- Ms. Murphy announced that board members Susie Glasgow and Linda Miedema had recently received Women on the Rise Awards from the Melbourne Chamber of Commerce.
- Ms. Murphy asked for a volunteer to serve as an Ex Officio member of the Melbourne Chamber.

There being no further business, the meeting was adjourned at 9:24am.

Submitted by,

Reviewed by,

(signature on file)  
Lyn Sevin

12/10/2019  
Date

(signature on file)  
Susie Glasgow

12/10/2019  
Date