



Executive Committee Meeting
Thursday, February 3, 2022 - 4:00pm
Teams Meeting

Join on your computer or mobile app [Click here to join the meeting](#)
Or call in (audio only) [+1 561-486-1414](#), Phone Conference ID: 576 381 878#

Attendees: Lloyd Gregg (Chair), Mary Jane Brecklin, Colleen Browne, Susie Glasgow, Nancy Heller, Mike Menyhart

Agenda

To facilitate and be the catalyst for workforce development services that are responsive to the employment needs of Brevard County

		<u>Page No.</u>
Call to Order	Lloyd Gregg	
Roll Call	Holly Paschal	
Public Comment:		
Presentations:		
A. New Grant and Funding Opportunities	Jana Bauer	1 – 4
Action Items:		
A. Approval of Executive Minutes for 11/1/2021	Lloyd Gregg	5 - 6
B. Approval of CSB President’s Contract	Lloyd Gregg	7 - 17
Discussion/Information Items:		
A. President’s Report (no brief)	Marci Murphy	18
B. Grow the Resources of the Board	Marci Murphy	19 – 23
Adjourn		

Meeting information is always available @ careersourcebrevard.com

Pursuant to the provisions of the Americans with Disabilities Act, any person requiring special accommodations to participate in this meeting is asked to advise CareerSource Brevard at least 48 hours prior to the meeting by contacting Holly Paschal at (321) 394-0507. Persons who are hearing or speech impaired can contact Holly Paschal through the Florida Relay Service by dialing 7-1-1

Upcoming Meetings:

August 2021

2nd Finance Committee-3:30pm
2nd Executive Committee-4:00pm
19th Board of Directors-8:00am

October 2021

12th Industry Workforce Committee-8:30am
26th Career Center Committee-8:30am

November 2021

1st Finance Committee-3:30pm
1st Executive Committee-4:00pm
18th Board of Directors-8:00am

January 2022

13th Industry Workforce Committee-8:30am
25th Career Center Committee-8:30am

February 2022

3rd 8th Finance Committee-11:00am
3rd Executive Committee-4:00pm
17th Board of Directors-8:00am

April 2022

12th Industry Workforce Committee-8:30am
15th Board of Directors-8:00am
26th Career Center Committee-8:30am

May 2022

2nd Finance Committee-3:30pm
2nd Executive Committee-4:00pm
19th Board of Directors Retreat-8:00am-12pm (TBD)



Show Me the Money New Grants and Funding Opportunities

Executive Committee

February 3, 2022

AARP MICROSOFT DIGITAL LITERACY PROGRAM

previously awarded grant

Funding Source: AARP Foundation

Award: \$10,000

Duration: July – December 2021

Target: Back to Work 50+ Participants

Grant Performance		
	Goal	Actual
<i>Enrolled</i>	25	46
<i>Completed</i>	20	37
<i>Employment Post-Training</i>	10	10

Purpose: To enhance the current BTW50+ coaching experiences by improving access to an existing advanced digital skills training needed for local in-demand jobs.



AARP MICROSOFT DIGITAL LITERACY PROGRAM

previously awarded grant

Program Design

One-week cohort-style training seminar focusing on Microsoft Office, Excel, Powerpoint and Outlook

Partnership with Brevard Adult Education



WORKFORCE RECOVERY TRAINING PROGRAM

previously awarded grant

Funding Source: DEO/HUD/CDBG

Award: \$2,049,784

Duration: March 2020 – June 2023

Target: Low-to-Moderate Income Individuals

Grant Performance		
	Goal	Actual
<i>Participants to be Served</i>	90	6
<i>Employed at Exit</i>	55	N/A
<i>Participants to be low-to-moderate income</i>	Min. 51%	N/A

Purpose: To expand existing programs to provide training in construction trades including roofing, masonry, carpentry, concrete finishing, plumbing, HVAC, electrical, heavy equipment operations, carpet laying, glass/window installation, plastering and welding.



WORKFORCE RECOVERY TRAINING PROGRAM

previously awarded grant

Program Design

Three-week cohort-style heavy equipment operator training with employment readiness and career coaching

Partnership with United Rentals

First cohort was held in November/December with 6 graduates.



AARP SKILLS ACCELERATOR PROGRAM

recently awarded grant

Funding Source: AARP Foundation

Award: \$30,000

Duration: December 2021 – July 2022

Target: Back to Work 50+ Participants

Expected Performance	
Metric	Grant Goal
BTW50+ participants enrolled	25
Completed training	20
Employed Reported Post-Training	10

Purpose: To implement a two-phase stackable skills workforce training program offering certifications and leading participants on the pathway to high quality, in-demand jobs.



AARP SKILLS ACCELERATOR PROGRAM

recently awarded grant

Phase 1

20-25 participants

Program Design

Microsoft Excel, Digital Literacy
& Customer Service Training

Utilizing SkillUp Brevard

- *Certification Offered: Microsoft Office Specialist: Excel Associate*

Phase 2

10 participants

10-Week Salesforce Certified
Administrator Training

Utilizing training vendor PepUp
Tech

- *Certification Offered: Salesforce Certified Administrator*

Employment readiness, career coaching and mentoring through PepUp Tech also offered.



GOOD JOBS CHALLENGE

new funding opportunity

Offered under American Rescue Plan

To activate training programs that equip participants with existing and emerging skills needed most by employers, while helping workers find and keep quality jobs and advance chosen career paths.

Proposed Approach

- Partnership with CareerSource Central Florida (CSB as a subrecipient)
- Focus on two principal Sectoral Partnerships
 - Advanced Manufacturing – collaboration to increase the number of residents entering existing training programs and ultimately fill current and expected openings in this high-growth industry.
 - Healthcare – partnership to design and activate training programs in high-demand, higher-wage healthcare roles and/or accelerate the time required to receive necessary certifications.

Total grant request between \$12 - \$15 million



CareerSource Brevard (CSB)
Executive Committee Meeting
November 1, 2021

MINUTES

Members in Attendance: Lloyd Gregg (Chair), Mary Jane Brecklin, Colleen Browne, Nancy Heller (via teleconference), Mike Menyhart, Susie Glasgow (via teleconference).

Members Absent: None

Staff in Attendance: Jana Bauer, Melissa Byers, Marci Murphy, Holly Paschal, Lyn Sevin, Jeff Witt.

Guests: None

Lloyd Gregg called the meeting to order at 4:03pm.

Roll Call

Public Comments: There was no public comment.

Presentations:

Melissa Byers gave a presentation on Developing for the Future: Business & Employee Resources. There was discussion on wage requirements for work-based training opportunities and the hospitality industry overview from Burning Glass.

Jana Bauer gave a presentation on the HUD Construction Grant. There was discussion on training providers and the number of participants that had applied for training.

Action Items:

Approval of Executive Committee Minutes

Motion to approve the Executive Committee minutes for August 2, 2021 made by Colleen Browne and seconded by Mary Jane Brecklin. Motion passed unanimously.

Discussion/Information Items:

Presidents Report

Ms. Murphy reported on closeout of hurricane grants, President's contract updates, health insurance renewals, staff changes, and the Grau draft audit. She also reported that the unemployment rate for Brevard in September was 3.8% which has resulted in a tight labor market and more employers needing to offer sign-on bonuses and higher wages

There was discussion on meeting in person versus virtual, and it was agreed that in person was preferable but Teams meetings should continue to be offered.

Lastly, she shared the EMSI/Burning Glass report. Colleen Browne requested a copy of the report.

Finance Committee Report

Colleen Browne gave a report of the Finance Committee that had met earlier in the day.

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. There was brief discussion on potential new grants, the Get There Faster Launch IT Program Grant and the Get There Faster Salesforce Academy Program Grant. She also shared that the Healthcare Sector Strategy Addendum 7 was approved.

Adjournment:

The meeting adjourned at 5:18pm.

Submitted by,

Reviewed by,

(signature on file)
Lyn Sevin

11/3/2021
Date

(signature on file)
Lloyd Gregg

11/3/2021
Date



February 3, 2022

Action Brief

CareerSource Brevard President's Contract

Background

The President of CareerSource Brevard, also known as CSB's Chief Executive Director, has an employment contract that lays out the responsibilities, duties, and expectations of the employee that holds this position. This position reports to the CSB Board of Directors, specifically the CSB Board Chair.

The term of the contract is for three years with the current contract expiring August of 2022. The contract is signed by the current employee residing in the position and the current Chairman of the Board.

The current Chairman of the Board, Lloyd Gregg, has expressed an interest in modifying item #5 Incentive Compensation to a new structure that he is recommending for the next program year (July 1, 2022-June 30, 2023).

Attachment A is the current contract with track changes to spell out the new incentive structure.

Action

Approve or modify the changes to the CSB President's contact.

Attachment A

This Employment Contract ("Contract") is made effective as of: ~~August 16, 2019~~ February 3, 2022 (the "Effective Date", regardless of the date of Board approval), by and between CareerSource Brevard ("**CSB**") of 297 Barnes Blvd, Rockledge, Florida, 32955 and Marci Murphy ("**Employee**"), of 4266 Montreaux Avenue, Melbourne, FL.

A. CSB is engaged in the business of providing workforce services to businesses and job seekers for Brevard County, FL. The Employee will primarily perform the job duties at the following location: 297 Barnes Blvd, Rockledge, Florida. Employee reports to the Board of Directors ("**Board**") and will assist the Board in developing and implementing CSB's ongoing business strategy and objectives. Employee shall have such duties, authority and responsibilities that are commensurate with being the CSB's most senior executive officer, including, but not limited to, being responsible for the general management and operation of CSB, and such additional powers and duties as are prescribed from time to time by the Board.

B. CSB desires to have the services of Employee.

C. Employee is willing to be employed by CSB.

Therefore, the parties agree as follows:

1. EMPLOYMENT. CSB shall employ Employee as CSB President. As such, Employee shall serve as CSB's Chief Executive Officer, reporting directly to CSB's Board of Directors. Employee shall perform all functions and duties from time to time assigned to her by CSB's Board, including, but not limited to the services described on the attached Exhibit A, which is made a part of this Contract by this reference. Employee accepts and agrees to such employment, and agrees to be subject to the general supervision, advice and direction of the CSB Board of Directors, specifically the CSB Board Chair. Employee shall also perform (i) such other duties as are customarily performed by an employee in a similar position, and (ii) such other and unrelated services and duties as may be assigned to Employee from time to time by CSB. Employee agrees to follow and abide by all of CSB's personnel policies and rules of conduct, the terms of which are incorporated herein by reference as terms of this Contract.

2. BEST EFFORTS OF EMPLOYEE. Employee agrees to perform faithfully, industriously, and to the best of Employee's ability, experience, and talents, all of the duties that may be required by the express and implicit terms of this Contract, to the reasonable satisfaction of CSB all things considered. Such duties shall be provided at such place(s) as the needs, business, or opportunities of CSB may require from time to time. The Employee is prohibited to search for other employment while using CSB equipment or during working hours.

Attachment A

3. OWNERSHIP OF SOCIAL MEDIA CONTACTS. Any social media contacts, including "followers" or "friends," that are acquired through accounts (including, but not limited to CSB email addresses, blogs, Twitter, Facebook, You Tube, or other social media networks) used or created on behalf of CareerSource Brevard are the property of CareerSource Brevard.

4. COMPENSATION OF EMPLOYEE. As compensation for the services provided by Employee under this Contract, CSB will pay Employee an annual base salary payable on Friday of every other week. The Employee will be responsible for the tax impact of the compensation provided under this Contract, subject to the CSB's obligations to make social security contributions and other legally required contributions, benefits payments, withholdings and deductions.

This section of the Contract is included only for accounting and payroll purposes and should not be construed as establishing a minimum or the definite term of employment.

In consideration of services to be rendered by Employee to CSB, beginning August 16, 2019 the Employee shall be paid an annual base salary with an annual increase as determined by the CSB Executive Committee in August of each year.

5. INCENTIVE COMPENSATION. Employee is eligible for incentive compensation. The incentive compensation fund ~~is equal to up to~~ is a percentage 45% of the Employee's annual Base Salary at the beginning of the fiscal year. ~~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. See Table 1 for the incentive formula application example. The payment of the incentive compensation will occur in the first pay period following approval by the CSB Executive Committee. CSB reserves the right to modify, amend or discontinue the Incentive Compensation at any time, and as mutually agreed to, upon thirty (30) days written notice to the Employee specifying the effective date of the modification, amendment or discontinuance, and tendered in accordance with Paragraph 20 – NOTICES.

Attachment A

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Table 1 (Example)

	Goal 1 (25%)	Goal 2 (20%)	Goal 3 (15%)	Goal 4 (20%)	Goal 5 (20%)	Total
<u>Threshold</u> 75%	X		X			
<u>Target</u> 100%		X				
<u>Superior</u> 150%				X	X	
<u>Factor</u>	.75X25 =18.75	1X20=20	.75X15=11.25	1.5X20=30	1.5X20=30	110%
<u>Total Score = 110% of 15% =16.5%</u>						
<u>Incentive =Salary X (.165)= Incentive Dollars</u>						

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6. EXPENSE REIMBURSEMENT. Employee shall submit to the CSB any requests for reimbursement of business expenses, with supporting vouchers or expense statements that satisfactorily and reasonably evidence such expenses, which CSB shall consider for reimbursement in accordance with CSB's policies.

7. RECOMMENDATIONS FOR IMPROVING OPERATIONS. Employee shall provide CSB with all information, suggestions, and recommendations regarding CSB's business, of which Employee has knowledge, which will be of benefit to CSB.

8. MANAGEMENT. It is in the best interests of both CSB and the Employee to provide for the Employee's exclusive authority over engaging, advancing, compensating, assigning, and terminating all other employees so long as budget and legal restraints are observed.

9. BENEFITS. Employee shall be entitled to employment benefits as indicated:

- (a) Holidays, health insurance, life insurance, disability insurance, and wellness program in accordance with CSB's policies;
- (b) Paid Time Off at an accrual rate in accordance with CSB policy;
- (c) Paid Time Off maximum carry over is set at 160 hours annually;
- (d) Tuition Reimbursement in accordance with PER 07-01 Continuing Education for President Policy;
- (e) Retirement contribution to 403 (b) in accordance with benefits available to all other CSB employees;
- (f) Executive Coaching Services as determined necessary by the Employee

Attachment A

for up to 60 hours annually; and

(g) Computer hardware, software and IT support for home office to enable telecommuting as determined necessary by Employee. Computer will be upgraded every three years, unless it becomes unusable before this time, and not considered a tagged asset. All IT work will be conducted by CSB IT employees.

10. CONFLICTS OF INTEREST. No volunteer who is, or might become, a candidate for the President position may participate in negotiating the Employee contract, setting the Employee's compensation, establishing goals, appraising the Employee's performance, or otherwise affecting termination without cause.

11. TERM. Subject to the provisions for termination as hereinafter provided, the term of this Contract shall be for a period of three (3) years, commencing on the Effective Date stated herein unless otherwise terminated in accordance with the Terms and Conditions set forth in this Contract. The Term may be extended on an annual basis thereafter upon the mutual consent of CSB and Employee. In the event CSB does not exercise the option to extend the Contract term, this action shall be deemed a Termination of Contract by CSB Without Cause and the decision shall be rendered in accordance with the Terms and Conditions set forth in the Contract,

12. TERMINATION OF CONTRACT BY CSB FOR CAUSE.

(a) In addition to any right of termination, rescission or action for breach that CSB has in law or equity, CSB shall have the right to terminate this Contract immediately upon the occurrence of any of the following events, which shall be considered "cause" for termination:

(i) Death of Employee or Employee's inability, for any reason, to perform his duties on a full-time basis for thirty (30) days in any consecutive six (6) month period, after the exhaustion of accrued Paid Time Off leave;

(ii) Employee's conviction, guilty plea, or no contest plea;

(iii) Employee's dependency on alcohol and/or drugs, as determined within the reasonable discretion of the CSB;

(iv) Failure of the Employee to begin performing the services and other obligations under this Contract on the Commencement Date;

(v) Any breach of the obligations and duties of Employee under this Contract, and in accordance with CSB policies including any deficiency in performance determined within the reasonable discretion of the CSB, or any breach of Employee's fiduciary duties to CSB.

(b) A termination for cause notice shall be tendered in accordance with Paragraph 20 – NOTICES and specify the date of termination. .

Attachment A

(c) Upon any termination of this Contract by CSB for cause, Employee shall be entitled to receive the compensation and benefits described in Paragraph 4 then accrued, but unpaid, as of the date of termination. No other compensation, such as unused PTO, will be paid to the Employee following the date of a termination for cause.

(d) Unless otherwise specifically stated in this Contract, as of the effective date of a termination for cause, all obligations under this Contract shall cease, save and except the provisions of Paragraphs 15, 17 and 18, which shall survive Employee's termination.

13. TERMINATION OF CONTRACT BY CSB WITHOUT CAUSE.

(a) CSB may terminate this Contract at any time without cause upon written notice of ninety (90) days.

(b) The termination notice shall be tendered in accordance with Paragraph 20 – NOTICES and specify the date of termination, which shall be at least ninety (90) days from the date of delivery.

(c) Upon any expiration or termination of this Contract by CSB without cause, Employee shall be entitled to receive the compensation and benefits, including Paid Time Off, described in Paragraph 4 then accrued, but unpaid, as of the date of termination.

(d) In the event of expiration or termination of this Contract by CSB without cause, the CSB shall pay to the Employee, as severance pay, an amount equivalent to six (6) months of the Employee's then current annual Base Salary. Such severance payments may be paid in the same manner and at the same time that Base Salary would have been paid had this Contract continued. To the extent permitted under applicable law and terms of such policies, the CSB also agrees to continue to provide such employee benefits listed in subparagraphs 9(a) through 9(e) to Employee, to the same extent that such benefits continue to be made available to active employees and staff members of the CSB, throughout such time as the Employee is receiving severance payments under this provision of this Contract, or until such time as the Employee is eligible to participate in a subsequent employer's substantially equivalent benefits program, whichever is sooner. The terms and provisions of any CSB-sponsored employee benefit program shall control.

(e) Unless otherwise specifically stated in this Contract, as of the effective date of an extermination or termination without cause, all obligations under this Contract shall cease, save and except the provisions of Paragraphs 15, 17 and 18, which shall survive Employee's termination.

14. TERMINATION OF CONTRACT BY RESIGNATION OF EMPLOYEE.

Attachment A

(a) Employee may terminate this Contract upon ninety (90) days written notice of resignation to CSB.

(b) The resignation notice shall be submitted in accordance with Paragraph 20 – NOTICES and specify the date of resignation, which shall be at least sixty (60) days from the date of delivery.

(c) Employee shall continue to carry out all of his duties and responsibilities required hereunder, and receive all compensation and benefits described in Paragraph 4, until the date of resignation. As of the date of resignation, Employee shall be entitled to receive the compensation and benefits described in Paragraph 4 then accrued, but unpaid.

(d) Unless otherwise specifically stated in this Contract, as of the effective date of a resignation, all obligations under this Contract shall cease, save and except the provisions of Paragraphs 15, 17 and 18, which shall survive Employee's resignation.

15. OBLIGATIONS SUBSEQUENT TO TERMINATION. Upon the expiration or termination of this Contract, Employee shall perform the following obligations:

(a) Employee shall reasonably cooperate with CSB in all matters relating to the completion of Employee's pending work on behalf of CSB and the orderly transfer of such work to other employees of the Corporation.

(b) Employee shall, upon reasonable notice and without further payment or consideration from CSB, furnish such information and proper assistance of CSB as may be reasonably required by CSB in connection with any litigation involving the acts or omissions of Employee under this Contract in which CSB is, or may become, a party, at any time, following expiration or termination of this Contract.

(c) Employee shall not make independent announcement of the expiration or termination of this Contract except as agreed by the CSB Board Chair. The CSB Board Chair may cause all persons and others interested in the business of CSB to be notified of the dissociation of Employee with CSB.

(d) Any compensation benefits due or payable to Employee under this Contract subsequent to the expiration or termination of this Contract, shall be subject to Employee's compliance with the provisions of this Contract.

(e) If subsequent to the expiration or termination of this Contract, CSB receives any correspondence addressed to Employee which CSB reasonably believes in good faith relates to any aspect of services rendered by Employee while employed by CSB, Employee authorizes CSB to inspect such correspondence to determine its contents and to retain the original of such correspondence if it relates to such services, and send a copy to Employee, or, if it is unrelated to such services,

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CSB shall forward the original to Employee. Upon expiration or termination of this Contract, Employee shall not deliver a notice of change of business address to the United States Postal Service or to any third party without advance notice to CSB.

16. COMPLIANCE WITH EMPLOYER'S RULES. Employee agrees to comply with all of the policies, rules and regulations of CSB.

17. CONFIDENTIALITY. The Employee hereby acknowledges that, as an employee of the CSB, she will be making use of, acquiring and adding to Confidential Information (as defined below) of a special and unique nature and value relating to the CSB and its strategic plan and financial operations. The Employee further recognizes and acknowledges that all Confidential Information that by law is not subject to public disclosure under Article 1, Section 24 of the Florida Constitution and section 119.07, F.S. pursuant to Florida Statutes: 443.171; 443.1715; 445.010(2); 414.295; and in accordance with 29 CFR Part 71; 20 CFR 617.57 (b); and 45 CFR 205.50 is the exclusive property of CSB, is material and confidential, and is critical to the successful conduct of the business of the CSB.

18. Accordingly, the Employee hereby covenants and agrees that she will use Confidential Information for the benefit of the CSB only and shall not at any time, directly or indirectly during the Period of Employment, or thereafter, divulge, reveal or communicate any Confidential Information to any person, firm, corporation, or entity whatsoever, or use any Confidential Information for her own benefit or for the benefit of others without consent of the Board. "Confidential Information" means any confidential, proprietary or trade secret information, whether or not marked or otherwise designated as confidential, whether in document, electronic or some other form, and includes, without limitation, information that is not publicly known regarding the CSB's finances, legal matters, business and mMarketing plans, proposals, projections, forecasts, employees and compensation, research plans and market studies.

(a) The parties recognize that the foregoing provisions concerning confidentiality are reasonable and necessary for the protection of legitimate interests of the CSB and that the CSB will be irreparably harmed if these provisions are not specifically enforced. Accordingly, the foregoing provision may be enforced by the CSB as an independent covenant by means of a temporary, preliminary or permanent injunction, without prejudice to such damage rights as may exist, and Employee and CSB specifically waive the necessity that any bond be posted to obtain such relief. The failure of CSB to insist in any one or more instances upon performance of the foregoing provision regarding confidentiality shall in no way be construed as a waiver of any such provisions or affect the CSB's right to enforce such covenant.

19. Mandatory Arbitration Contract. Employee and CSB agree that any claim, dispute or controversy between them, including any claim, dispute or controversy between the employees or assigns of the other, including any disputes regarding the scope and enforceability of this provision and the validity of the entire Contract, shall be resolved exclusively by binding arbitration by the American Arbitration Association

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under its National Rules for the Resolution of Employment Disputes. The Parties understand that they would have had a right or opportunity to litigate disputes in court and have a judge or jury decide their case, but instead, they have chosen to have any such disputes decided through arbitration, and agree that neither party shall initiate any law suit against the other, except to confirm an arbitration award. Damages for breach of this provision shall include all costs and fees incurred to obtain an order staying any civil action and compelling arbitration, which shall be part of any subsequent arbitration award.

(a) Claims subject to arbitration include (i) claims for discrimination (including, but limited to, age, disability, marital status, medical condition, national origin, race, retaliation, sex, sexual harassment or sexual orientation); (ii) claims for breach of any contract or covenant (express or implied); (iii) claims for violation of any federal, state or other governmental law, statute, regulation or ordinance; and (iv) tort claims (including, but not limited to, negligent or intentional injury, defamation and termination of employment in violation of public policy).

(b) The following claims are not subject to arbitration, (i) claims by Employee for workers' compensation or unemployment insurance (an exclusive government created remedy exists for these claims); and (ii) claims by either party for emergency injunctive relief (requiring a court's rapid injunctive power).

(c) The arbitrator shall have the authority to award all relief otherwise available in a court of law, including permanent injunctive relief.

(d) Any award entered by the arbitrator, including injunctive relief, shall be final and binding, and judgment may be entered thereon by any party in any court of competent jurisdiction.

(e) Each party shall pay for its own fees and expenses of arbitration, unless otherwise ordered by the arbitrator.

20. RETURN OF PROPERTY. Upon termination of this Contract, Employee shall deliver to CSB all property which is CSB's property or related to CSB's business that is in Employee's possession or under Employee's control.

21. NOTICES. All notices required or permitted under this Contract shall be in writing and shall be deemed delivered when delivered in person or on the third day after being deposited in the United States mail, postage paid, addressed and with a return receipt as follows:

Employer:
CareerSource Brevard
Chairman of the Board
297 Barnes Blvd.
Rockledge, Florida 32955

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Employee:
Marci Murphy
4266 Montreaux Avenue
Melbourne, FL

Such addresses may be changed from time to time by either party by providing written notice in the manner set forth above.

22. ENTIRE CONTRACT. This Contract contains the entire Contract of the parties and there are no other promises or conditions in any other Contract whether oral or written. This Contract supersedes any prior written or oral Contracts between the parties.

23. AMENDMENT. This Contract may be modified or amended, if the amendment is made in writing and is signed by both parties.

24. SEVERABILITY. If any provisions of this Contract shall be held to be invalid or unenforceable for any reason, the remaining provisions shall continue to be valid and enforceable. If a court finds that any provision of this Contract is invalid or unenforceable, but that by limiting such provision it would become valid or enforceable, then such provision shall be deemed to be written, construed, and enforced as so limited.

25. WAIVER OF CONTRACTUAL RIGHT. The failure of either party to enforce any provision of this Contract shall not be construed as a waiver or limitation of that party's right to subsequently enforce and compel strict compliance with every provision of this Contract.

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26. APPLICABLE LAW. This Contract shall be governed by the laws of the State of Florida.

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AGREED TO AND ACCEPTED.

EMPLOYER:
CareerSource Brevard
~~Susan Glasgow~~ Lloyd Gregg, Chair of the
Board

Signature

Date: _____

| Attachment A

EMPLOYEE:
Marci Murphy

Signature: _____

| Date: _____

President's Report



REVISED
01/25/22

Grow the Resources of the Board Report

BOLD Denotes
Revisions or Additions

GRANTS (Federal, State Local Competitive and Non-competitive)				
Resource Information	Amount Awarded	Grant Focus	Current Status	Staff Lead
Opioid/Brevard Recovery Works	\$1,500,000		<p>CSB received notification that the Brevard Recovery Works grant will not be extended and will expire on March 31, 2022.</p> <p>Activities as of January 1st include:</p> <ul style="list-style-type: none"> • 164 Participants Enrolled (actual goal achieved) • 164 Receiving Services (actual goal achieved) • 103 Entered Employment (actual goal achieved) • 24 are in training; • 7 completed training • 5 obtained credentials • 4 Humanitarian Services • 3 Business Learning Events (event occurred in July 2021) 	Beatrice Boursiquot
Health Emergency Dislocated Worker Grants in Response to COVID-19 Outbreak	\$1,867,263		<p>Additional funding was received bringing total to \$1,867,263. Additional funds requested for a total of 2,987,654 if awarded.</p> <p>Staff are working with Aging Matters, Early Learning Coalition, Second Harvest Food Bank, City of Palm Bay Housing Dept., Daily Bread, Central Brevard Sharing Center, Catholic Charities of Central Florida, City of Melbourne Housing & Urban Improvement, Macedonia Community Development, Brevard County Housing And Human Services Department, Community of Hope, Brevard Neighborhood Development Coalition, Habitat for Humanity of Brevard Inc.</p> <p>Total activity:</p> <ul style="list-style-type: none"> • 64 Participants Enrolled • 7 Employment at Exit • Grant Expires 3/31/2022 • Extension requested 3/31/2023 	James Watson

GRANTS (Federal, State Local Competitive and Non-competitive)				
Resource Information	Amount Awarded	Grant Focus	Current Status	Staff Lead
<p>Grant Name: Department of Economic Opportunity Community Development Block Grant – Disaster Recovery (DR)</p> <p>Workforce Recovery Training Program Time Frame: 3/01/2020 – 06/30/2023</p> <p>Funding Source: DEO/ HUD/CDBG</p> <p>Partner(s): Listed in Grant</p>	\$2,049,784	The target is low to moderate income individuals. The grant allows CSB expand existing programs to provide training in construction trades, including roofing, masonry, carpentry, concrete finishing, plumbing, HVAC, electricity, heavy equipment operations, carpet laying, glass/window installation, plastering and welding.	In partnership with United Academy, it launched its first training cohort in November with 7 attendees. The program will focus on safety, OSHA 10, Earth Moving Equipment, Mobile Elevated Work Platforms, Forklift, and Fall Protection. A second cohort launched on January 10th, 2022 with 8 attendees participating. CSB intends to host this training on a monthly basis. Additional discussions are being held with other training partners to expand into further construction based trainings.	Amberstar Bush
<p>Grant Name: USDOL Apprenticeship Expansion Grant – Growing Advanced Manufacturing Apprenticeship Across America (GAMAAA)</p> <p>Time Frame: July 15, 2019 – July 15, 2023</p> <p>Funding Source: HIB Funds; Subrecipient of West LA (CA) Workforce Investment Board</p> <p>Enroll and train 40 jobseekers into AeroFlex Pre-Apprenticeship Program</p>	40 ToolingU Licenses and \$20K for Administration	CareerSource Brevard (CSB) in partnership and collaboration with the West LA (CA) WIB will continue to train jobseekers in a very successful, employer-driven pre-apprenticeship program that has been proven to support industry needs in California and Florida. The Aero-Flex Pre-Apprenticeship program meets the workforce development needs common to our region’s aerospace and aviation manufacturing industry partners. This unique training program provides a Soft Skills component, Core technical learning and Real-World employment via an On-the-Job training option.	CSB currently has access to 40 additional Aero-Flex training licenses from ToolingU at no cost. A Subrecipient Agreement with California workforce partners was executed in March 2021 to continue to train jobseekers in the Aero-Flex Program. From previous marketing efforts, 32 customers have expressed interested in participating in the grant program. The 1st post-COVID, in-person Aero-Flex cohort training was hosted at the Titusville center from January 24th – 28th.	Thomas LaFlore
<p>Grant Name: Substance Use Disorder (SUD) Navigator Grant</p> <p>Time Frame: 05/06/21-08/31/23</p> <p>Funding Source: DEO Wagner-Peyser 7 (b)</p> <p>Partner(s): Local agencies involved in SUD treatment & services</p>	\$156,520 (Projected)	This grant is provided to support hiring costs for a designated staff member to plan for and provide services for persons with Substance Use Disease (SUD). This person will utilize the funding to establish connections with existing local resources, as well as to address the stigma and barriers for persons with SUD. The overall goal is to assist in moving these customers to self-sufficient employment.	At the expiration of the Brevard Recovery Works Grant on March 31, 2022, staff will shift efforts to the Substance Use Disorder navigator grant which will focus on serving reentry, substance use and others impacted by the opioid crisis.	Beatrice Boursiquot

GRANTS (Federal, State Local Competitive and Non-competitive)				
Resource Information	Amount Awarded	Grant Focus	Current Status	Staff Lead
<p>Grant Name: “Get There Faster” Salesforce Academy Program Grant</p> <p>Time Frame: 10/01/21 – 09/30/23</p> <p>Funding Source: CareerSource Florida</p> <p>Partner(s): Brevard Public Schools Adult and Community Education, Brevard Public Schools Career and Technical Education, PepUp Tech</p>	\$923,305.97	<p>This grant is provided to support low-income returning adult learners and youth to connect them with industry-driven credentials. PepUp Tech is a training provider that will offer cohort-based training in Salesforce skill development, a highly desired skillset in the current workforce on a nationwide scale. The grant will fund up to 50 participants for training, work experience and supportive services.</p>	<p>CSB submitted the grant proposal to CareerSource Florida on October 4, 2021. On January 25, 2022, CSB received confirmation of grant award and an NFA was provided. Planning will begin in February.</p>	Jana Bauer

UNRESTRICTED REVENUES (Non-governmental funding, Fee for service, Foundation and Corporate giving programs)				
Resource Information	Amount Awarded	Grant Focus	Current Status	Staff Lead
<p>Grant Name: Ticket to Work (TTW) Program</p> <p>Time Frame: Indefinite</p> <p>Funding Source: Social Security Administration</p> <p>Partner(s): Vocational Rehabilitation</p>	\$315,173 To Date	<p>Focused on eligible TTW customers who want to return unsubsidized employment using the Employment Network (EN).</p>	<p>There were no new TTW participants in the second quarter PY 21-22. We received payments of \$1,359 in the 2nd Qtr. 21-22 for a cumulative total of \$315,173.</p> <p>Staff continue to work with eligible customers who are interested in work or training. EN continues to progress at a modest pace.</p>	James Watson
<p>Grant Name: Tobacco Free Florida</p> <p>Time Frame: Indefinite</p> <p>Funding Source: Bureau of Tobacco Free Florida</p> <p>Partner(s): Florida Department of Health</p>	\$53,974.50 To Date	<p>The Bureau of Tobacco Free Florida (BTFF) partners with Florida RWB's to promote the “3 Free and Easy Ways to Quit” program to help clients quit tobacco and improve their employability. While this program is available free to all Florida residents, the Department of Health targets workforce clients and reward LWDB's for each client referral.</p>	<p>This agreement provides unrestricted revenue.</p> <p>Receipts for PY21-22 second quarter- (10/1/21-12/31/21) is \$150.00.</p>	Marina Stone
<p>Grant Name: Healthcare Sector Strategy</p> <p>Time Frame: 7/1/16 – 9/30/2021</p> <p>Funding Source: Private Sector</p> <p>Partner(s):</p>	\$728,962 To Date In 6 th year	<p>Employ a Healthcare Sector Strategist to coordinate Healthcare Sector Strategy to facilitate solutions for current workforce needs, projections for workforce issues over the next five years, and resources to meet both long and short term goals as established by the industry as a whole.</p>	<p>Addendum 7 of the Healthcare Sector grant was approved. Goals include increasing WIOA work based training by 8%, incentivizing employers to offer up-front tuition assistance through matched funding support, nursing faculty recruitment, provision of privately funded scholarships for Educare</p>	Megan Cochran

UNRESTRICTED REVENUES (Non-governmental funding, Fee for service, Foundation and Corporate giving programs)

Resource Information	Amount Awarded	Grant Focus	Current Status	Staff Lead
<p>A variety of health care employers, training vendors and others.</p>			<p>Envision College of Nursing students and providing information sessions on employee resiliency and employee development resources.</p> <p>CSB recently hosted information sessions at the Brevard Healthcare Workforce Consortium and Healthcare Employee Development Resources Showcase, highlighting resiliency, WIOA individual scholarships, apprenticeships, partnerships with education providers to develop the healthcare workforce, and work based training resources. CSB met the participation goals for the information sessions held.</p>	
<p>Grant Name: Wells Fargo Supportive Services for Community Empowerment</p> <p>Time Frame: 10/01/2018 - 11/01/2021</p> <p>Funding Sources: Wells Fargo Partners(s): NA</p>	<p>\$20,000</p>	<p>The focus of this grant is to assist participants in our program with support services needed to ensure successful job placement. Services can consist of transportation assistance, clothing to create a good first impression, and test preparation fees, etc.</p>	<p>CSB has moved to a reloadable cash card tracking system for these incentives. To date, \$3,600 remain in available funds for incentives.</p>	<p>Jana Bauer</p>
<p>Grant Name: AARP BTW50+ Skill Development Program Enhancement Funding</p> <p>Time Frame: 7/1/2021 – 12/15/2021</p> <p>Funding Sources: AARP Foundation</p> <p>Training Partner: Brevard Adult Education</p>	<p>\$10,000</p>	<p>This grant focuses on the enhancement of current BTW50+ coaching experiences by improving access to an existing advanced digital skills training needed for local in-demand jobs. Based on Department of Labor data, employers have released 7,000 job postings that focused on the need of Microsoft Office proficiencies. Funds will be provided to support instruction of Microsoft Office, Word, Excel and Powerpoint to AARP BTW50+ participants.</p>	<p>CSB has concluded hosting the Microsoft Digital Literacy Training Seminars for Back to Work 50+ program CORE Workshop graduates. A total of 37 participants have completed the seminars and 10 of them have successfully gained employment. Instruction was being provided by Brevard Adult Education. A final report regarding the seminars' performance was provided to AARP and positive feedback was received. Grant funding expired on December 15th.</p>	<p>Deidre McVay-Schulmeister</p>
<p>Grant Name: AARP BTW50+ Skill Accelerator 50+ Workforce Initiative</p> <p>Time Frame: 12/16/2021 – 7/31/2022</p>	<p>\$30,000</p>	<p>This grant focuses on providing skills training for BTW50+ participants and alumni by creating a certification focused short-term training program to help them get on the pathway to high quality, in-demand jobs.</p>	<p>Grant funding was awarded in December 2021. CSB is currently working with PepUp Tech to finalize SkillUp Brevard curriculum designed to not only allow BTW50+ participants and alumni to</p>	<p>Deidre McVay-Schulmeister</p>

UNRESTRICTED REVENUES (Non-governmental funding, Fee for service, Foundation and Corporate giving programs)

Resource Information	Amount Awarded	Grant Focus	Current Status	Staff Lead
Funding Sources: AARP Foundation Training Partner: PepUp Tech		According to 10K, the established market demand growth for Salesforce talent grew by 328% for North America, from 2020 to 2021. Funds will be provided to support instructional costs for BTW50+ participants and alumni to gain valuable digital skills training, through SkillUp Brevard, as a precursor to entering a small, exclusive cohort-style Salesforce System Administrator Training Program operated by PepUp Tech.	enhance their digital literacy in a self-paced environment, but also to prepare them for the possible opportunity to be admitted into a virtual, instructor led Salesforce System Administrator Training Program operated by PepUp Tech from the week of April 4th to the week of June 1st. Virtual information sessions have been scheduled for February 1st and 3rd to further learn about this program and how to sign up.	