



# Executive Committee Meeting November 4, 2024 - 4:00pm CSBFV Rockledge Boardroom/Teams

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Attendees: Lloyd Gregg (Chair), Colleen Browne, Savannah Griffin, Mike Menyhart, and John Wannamaker (Vice Chair).

## Agenda

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

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**Call to Order**  
**Roll Call**

Lloyd Gregg

**Public Comments (3 min)**

**Presentations:**

A. Additional Grants

Jim Watson

**Action Items:**

- A. Approval of Executive Minutes for 9/30/24
- B. Executive Director Goals

Lloyd Gregg

1 – 2  
3 – 5

**Report Outs:**

- A. Executive Director’s Report
- B. Finance Committee Report

Marci Murphy  
Colleen Browne

**Informational Items:**

- A. Grow the Resources of the Board

6 - 9

**Adjourn**

*Meeting information is always available @ [careersourcebfv.com](http://careersourcebfv.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 Flagler Volusia 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:**

**November 2024**

4th Finance Committee-3:30pm  
4th Executive Committee-4:00pm  
12th Board of Directors – Annual Retreat 11:30am-4:00pm  
21st Tri-County Consortium- 2:00pm

**February 2024**

10th Industry Workforce Committee-9:00am  
24th Career Center Committee-9:00am

**March 2024**

3rd Finance Committee-3:30pm  
3rd Executive Committee-4:00pm  
13th Board of Directors –9:00am  
20th Tri-County Consortium- 2:00pm

**May 2024**

6th Industry Workforce Committee-9:00am  
20th Career Center Committee-9:00am

**June 2024**

2nd Finance Committee-3:30pm  
2nd Executive Committee-4:00pm  
12th Board of Directors –9:00am  
26th Tri-County Consortium- 2:00pm

**CareerSource Brevard Flagler Volusia (CSBFV)**  
Executive Committee Meeting  
September 30, 2024

**MINUTES**

**Members in Attendance:** Colleen Browne, Lloyd Gregg (Chair), Savannah Griffin, Mike Menyhart, and John Wanamaker (Vice Chair).

**Members Absent:):** None

**Staff in Attendance:** Amberstar Bush, Trish McGetrick, Yvonne Kobrin, Marci Murphy, Holly Paschal, Jim Watson, and Jeff Witt.

**Guests:** None

Lloyd Gregg called the meeting to order at 10:30am.

**Roll Call:** Holly Paschal

**Public Comments:** This meeting date changed from 09/26/2024 to 09/30/2024 due to Hurricane Helene.

**Presentations:**  
No presentations

**Action Items:**

Approval WIOA 4 Year Plan

Jim Watson presented the action brief for the WIOA 4 Year Plan and explained the requirements from Florida Commerce for the plan. Lloyd Gregg asked if there is a change period during the 4 years; Jim stated "Yes, at the two year mark". Motion to approve the WIOA 4 Year Plan made by John Wanamaker and seconded by Mike Menyhart. Motion passed unanimously.

Executive Director's Report

Marci Murphy stated that since the last board meeting on July 18<sup>th</sup>, CSBFV had its first all-staff meeting in August with approximately 170 staff in attendance.

At the second Tri-County consortium meeting, we received approval for our Training Waiver of 35%. We also received our Grantee-Sub-Grantee Agreement with Florida Commerce (FC), and our MOU-IFA agreement that we will be executing with 13 mandatory partners. These items were approved by the county, and we'll be including the information in our next board packet for the Nov 12<sup>th</sup> board meeting. Ms. Murphy explained that our costs continue to go up while our budget continues to be decreased and stated that our grants have given us the extra funding we need.

Ms. Murphy informed the committee that the next board meeting will be held at the Daytona Regional Chamber of Commerce on November 12, 2024, and will include a

strategic planning session immediately after the board meeting. She also informed that there will be a follow-up virtual strategic planning meeting on Dec. 3 from 9:00-11:30.

At the board meeting, we will approve an updated Articles of Incorporation. Ms. Murphy shared that the REACH Act of 2021 which required the consolidations, has three pillars and the third pillar is Regional Planning Areas. CSBFV is not included in the first round, however we will have to designate what our regional planning will be by area, and it will be voted on at the next board meeting. The purpose of these areas is to align workforce development activities and resources with larger regional economic development areas and available resources to provide coordinated and efficient services to both job seekers and employers. This requires two or more contiguous regions that share a single labor market and have common economic development areas. Ms. Murphy stated that she will suggest regional planning with CareerSource Central Florida; the CareerSource Central Florida Board of Directors has already voted their preference to regionalize with CSBFV, and she has shared this information with the Tri-County consortium and the response seemed positive. FC is requiring a letter of intent from this board in November.

Ms. Murphy stated that she met with the following organizations: Health First, Flagler Technical College, Edyth Bush Institute at Rollins College, Volusia Manufacturing Association, Deland Business Retention & Expansion Committee, and a new business owner who is bringing skilled training to Volusia, Santronics.net.

Ms. Murphy shared a few of events that she has attended recently which included the signing of the First Space Florida Academy in Brevard County on August 1, 2024, on August 15<sup>th</sup> she went to the Daytona Regional Chamber of Commerce, took a tour, and met the President, Nancy Keefer, and then Ken Phelps, the VP of Resource Development and a member on our board. She stated that she did a podcast episode of Crest of the Wave which was published on Spotify, Apple Podcasts, iHeartRadio, Amazon, and YouTube.

On August 22, at the CareerSource Florida Board Meeting, she was asked to present in partnership with Dwyer Workforce our successful first year collaboration. It was recorded and if you are interested in hearing the 20 min presentation, she stated that she would send the recording as soon as it comes out.

Ms. Murphy informed that we're starting up our committees: IWC, CCC, Finance, Executive, and the first meetings are in October.

**Adjournment:**

The meeting adjourned at 11:00am.

Submitted by,

Reviewed by,

{Signature on file}  
Holly Paschal

10/28/2024  
Date

{Signature on file}  
Lloyd Gregg, Chair

10/28/2024  
Date



## CareerSource Brevard Flagler Volusia Executive Director's Goals for PY 24-25

- **INCENTIVE COMPENSATION.** 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 CSBFV Executive Committee and the Employee. The target incentive amount is 10%. Each goal is weighted and contains a Threshold Objective (75%), a Target Objective (100%) and a Superior Objective (125%). 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 CSBFV Executive Committee. CSBFV 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 21 – NOTICES.



## Incentive Table Example

	Goal 1 (10%)	Goal 2 (25%)	Goal 3 (20%)	Goal 4 (20%)	Goal 5 (25%)	Total
Threshold 75%	X		X			
Target 100%				X	X	
Superior 125%		X				
Factor	.75x10=7.5	1.25x25=31.25	.75X20=15	1x20=20	1x25=25	98.75%
Total Score = Total Factor of 10% (98.75% of 10% = 9.9%)						
Incentive (Salary X .099) = Incentive Dollars						



## Proposed 24-25 Goals

Goals	Threshold 75%	Target 100%	Superior 150%
Letter Grade: Ensure CareerSource Brevard Flagler Volusia receives an "A" grade.	Letter grade data shows a B or B+ when 3 <sup>rd</sup> quarter data comes out.	Letter grade data shows an A- when 3 <sup>rd</sup> quarter data comes out.	-Letter grade data shows an A or A+ when 3 <sup>rd</sup> quarter data comes out.
Increase customer traffic in the Volusia and Flagler county's three Career Centers combined.	Increase Center Traffic by 10%	Increase Center Traffic by 20%.	Increase Center traffic by 30%



## Proposed 24-25 Goals

Goals	Threshold 75%	Target 100%	Superior 150%
Partner with Dwyer Workforce to expand their CNA program to Volusia and Flagler Counties to augment the talent pipeline in the Healthcare industry while building business partnerships.	Graduate 50 participants in CNA	Graduate 50 participants ensuring 20 have been trained in the Volusia/Flagler area.	Graduate 50 participant ensuring 20 have been trained in the Volusia/Flagler area. Develop 3 new agreement partnerships with businesses in the Volusia/Flagler area to hire graduates.
Redesign the Sector Strategy business model to enhance the success of this strategy over three counties.	Design a new implementation plan for Sector Consortiums and Alliance 4 events.	Hold a re-designed Alliance 4 Event in the North end of the region.	Collect the data, prioritize issues to be resolved and hold a subcommittee meeting to start the resolution process.
Implement the designation of a Regional Planning Area	Board approval of regional area with letter of intent to CareerSource Florida in November 2024.	Tri-County Consortium designation of Regional Area by the end of the third quarter (March 2025).	Regional Plan draft outline completed by June 2025.



## Action

Approve or Modify the Executive Director's goals for PY24-25 for approval by the full Board of Directors.



REVISED  
11/04/24

## *Grow the Resources of the Board Report*

**BOLD** Denotes  
Revisions or Additions

<b>GRANTS (Federal, State, Local Competitive and Non-competitive)</b>				
Resource Information	Amount Awarded	Grant Focus	Current Status	Staff Lead
<p>Grant Name: FAWA - Florida Atlantic Workforce Alliance</p> <p>Timeframe: October 1, 2022 – <b>September 30, 2025</b></p> <p>Funding Source: WIOA Statewide Funds</p>	\$3,000,000	<p>The purpose of this award is to provide funding for selected Local Workforce Development Boards to assist WIOA eligible participants with training, support services and placement in the offerings available from local school district career and technical education (CTE) programs, adult education providers, local Florida College System institutions, other training vendors and apprenticeship sponsors in support of aviation, aerospace, and defense / advanced manufacturing and cyber-security.</p>	<p><b>Final Consortium took place on 9.24.24 at Canaveral Port Authority.</b></p> <p><b>FAWA webpage revealed. Final webpage edits are underway before going live. Industry, Community, and Education heavily involved.</b></p> <p><b>2<sup>nd</sup> Soldering Technician bootcamp concluded at EFSC Palm Bay. 5 completed</b></p> <p><b>1 7-week flux cored welding cohort at EFSC Cocoa concluded. 6 passed</b></p> <p><b>1 7-week Riveting Cohort at Shiloh Aviation Maintenance Academy in Melbourne concluded. 4 passed</b></p> <p><b>2<sup>nd</sup> Code Craft Works Cohort with Northrop Grumman concluded.</b></p> <p><b>More training in the works with EFSC.</b></p> <p><b>PY TO DATE:</b> 7 - OJT 13 - ITA 24 - IWT</p> <p><b>EDC IWT Webinar to take place November 13<sup>th</sup></b></p> <p><b>CSBFV featured as nonprofit spotlight for SCHRA luncheon and Elevate Brevard Community Bridge event.</b></p>	Stephanie Robinson
<p>Grant Name: Non-Custodial Parent Employment Program (NCPEP)</p> <p>Time Frame: 01/01/23 – <b>06/30/25</b></p> <p>Funding Source: State Funds</p>	\$1,141,136	<p>This grant is provided to support non-custodial parents who are unemployed or underemployed and have difficulty meeting child support obligations to obtain and retain self-sufficient employment and establish a successful pattern of paying child support.</p>	<p>C2 is the lead for this grant after exhibiting an excellent partnership already with the 18<sup>th</sup> Judicial Court &amp; the Florida Department of Revenue. Both agencies refer customers to CSB via the Crosswalk Agency referral system.</p>	Caroline Joseph-Paul



GRANTS (Federal, State, Local Competitive and Non-competitive)				
Resource Information	Amount Awarded	Grant Focus	Current Status	Staff Lead
Partner(s): 18th Judicial Circuit , Department of Revenue		Funding supports core services and enhanced services/direct participant support.	<ul style="list-style-type: none"> <li>To date, a total of <b>161</b> (goal 120) participants have been enrolled, <b>74</b> (goal 56) gained full-time employment, with the average wage at placement of <b>\$16.12</b> (goal \$15.00) an hour.</li> <li><b>70</b> have successfully made 1 or more payments towards their child support obligations. <b>43</b> have met the criteria of paying 3 out of 6 months child support payments after placement.</li> <li><b>11</b> approved and <b>10</b> participants entered short term occupational skills training, all at TDI to obtain Commercial Driver's License (CDL) except for one LPN student. To date, <b>8</b> have successfully completed, and <b>4</b> have entered training related employment.</li> <li>A total of <b>108</b> (goal 60) participants received 1 or more forms of assistance to include, but not limited to, stipends, short-term training, supportive services, rental assistance, and uniform assistance.</li> </ul> <p>Monthly outreach efforts include communicating with customers via text messaging, emails via Employ Florida, social media, and attending various networking and community events.</p>	
<p>Grant Name: Hurricane 2022 (Ian - Nicole Dislocated Worker Grant (DWG))</p> <p>Time Frame: 09/24/2022 - <b>9/30/2025</b></p> <p>Funding Source: USDOL through DOE DWG</p> <p>Partner(s): NA</p>	<b>\$9,470,000</b>	Projects for clean-up, demolition, repair, renovation, and reconstruction of destroyed public structures, facilities, and lands within the affected communities.	<p>We received an additional payment <b>in May 2024 in the amount of \$450,000.</b></p> <p>Current projects include:</p> <ol style="list-style-type: none"> <li>Brevard County Parks and Rec</li> <li>Brevard County Public Works</li> <li>Brevard County Mosquito Control</li> <li>City of Palm Bay</li> <li>City of Cocoa Beach</li> </ol>	James Watson

GRANTS (Federal, State, Local Competitive and Non-competitive)				
Resource Information	Amount Awarded	Grant Focus	Current Status	Staff Lead
			6. US Fish and Wildlife Dike Repair 7. US Fish and Wildlife Boardwalk Repair 8. Canaveral National Seashore  Participants to date: <b>109</b>	

UNRESTRICTED REVENUES (Non-governmental funding, Fee for service, Foundation and Corporate giving programs)				
Resource Information	Amount Awarded	Grant Focus	Current Status	Staff Lead
Grant Name: Ticket to Work (TTW) Program  Time Frame: Indefinite  Funding Source: Social Security Administration  Partner(s): Vocational Rehabilitation	<b>\$337,602</b> To Date	Focused on eligible TTW customers who want to return unsubsidized employment using the Employment Network (EN).	There were <b>2</b> new TTW participants in the <b>1st quarter PY 24-25</b> .  Staff continue to collaborate with eligible customers who are interested in work or training. EN continues to progress at a modest pace.	James Watson
Grant Name: Tobacco Free Florida  Time Frame: Indefinite  Funding Source: Bureau of Tobacco Free Florida  Partner(s): Florida Department of Health	<b>\$55,384</b> To Date	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.	This agreement provides unrestricted revenue.  Receipts for <b>PY24-25 first quarter- (07/01/24-09/30/24)</b> is <b>\$100.00</b> .	Marina Stone
Grant Name: AARP BTW50+  Time Frame: 12/14/2022 – 12/31/2024  Funding Sources: AARP Foundation	\$120,000	This grant focuses on Increasing income and earnings for low-income 50+ individuals by creating connections between mature workers and employers in Brevard County through the AARP Foundation's BACK TO WORK 50+ program by providing workshops, business learning events, job fairs, and additional support through career training, professional development, and community engagement.	CSB has been selected as one of six partners, selected out of 16 partners, to return for the 2024 program year. An amendment to extend through December of 2024 provided an additional \$60,000 to meet program goals.  <b>In Quarter 1, CareerSource Brevard Flagler Volusia (CSBFV) hosted 2 cohorts, which allowed for us to successfully complete the targeted goal of 7 cohorts. 37 participants were enrolled in coaching, (Goal 91) and 37 participants were coached, (Goal 90). We have exceeded both "Enrolled in Coaching" and "Total Coached" targets. To date, 28 candidates have</b>	Amberstar Bush

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

<b>Resource Information</b>	<b>Amount Awarded</b>	<b>Grant Focus</b>	<b>Current Status</b>	<b>Staff Lead</b>
			successfully obtained gainful employment (Goal 28) with a combined average wage of \$21.49/hr (Goal \$14/hr).	