

**CareerSource Brevard (CSB)**  
Finance Committee Meeting  
November 2, 2020

**MINUTES**

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

**Members in Attendance:** Daryl Bishop (Chair), William Chivers, Lloyd Gregg, Wayne Olson, Amar Patel.

**Members Absent:** None.

**Staff in Attendance:** Marci Murphy, Richard Meagher, Lyn Sevin.

**Guests:** None

Daryl Bishop called the meeting to order at 3:34pm.

**Public Comments:** There was no public comment.

**Action Items:**

Approval of Governance/Finance Committee Minutes

Motion to approve the Governance/Finance Committee (GFC) minutes for August 3, 2020 made by Amar Patel and seconded by Lloyd Gregg. Motion passed unanimously.

**Discussion/Information Items:**

Financial Reports

Staff reviewed the financial activity for the fiscal period ending on September 30, 2020. The committee compared last year's figures for job placement and monthly spending per job placement with current figures. Although numbers are down, they are down throughout the State and CSB is currently ranked sixth in the State for people we have assisted getting back to work. The committee also reviewed the CSB 30% ITA requirement and the committee will be watching this closely to ensure this is met as we progress through the year.

Vendor Payment Report

Staff reviewed the Vendor Payment report from July 1, 2020 through September 30, 2020.

Other Business

Marci mentioned that CSB will be a partner and subrecipient of a federal H1B grant that will be submitted on November 12. The partnership is with another workforce board out of California.

**Adjournment:**

The meeting adjourned at 4:00pm.

Submitted by,

*Lyn Sevin*

Lyn Sevin

11 / 18 / 2020

Date

Reviewed by,

*Daryl A. Bishop*

Daryl Bishop

11 / 16 / 20

Date

# Signature Certificate

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	<p><b>Lyn Sevin</b> Verified E-mail: lsevin@careersourcebrevard.com</p> <p>IP: 64.175.72.66      Date: 18 Nov 2020 13:33:41 UTC</p>	 
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