

CareerSource Brevard (CSB)
Governance/Finance Committee Meeting
August 5, 2019

MINUTES

Members in Attendance: Daryl Bishop (Chair), William Chivers, Lloyd Gregg.

Members Absent: Wayne Olson, Amar Patel.

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

Guests: None

Daryl Bishop called the meeting to order at 3:00pm.

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 May 16, 2019 made by William Chivers and seconded by Lloyd Gregg. Motion passed unanimously.

Board Member Training

Staff handed out an amended brief showing two options for Board training, one being Career Center Job Shadowing, and the other an Online Board Member Orientation. Module One from the Online Board Member Orientation was reviewed. Ms. Murphy said the online training would be offered on two different occasions to encourage attendance. She said that staff would also be utilizing the training. The training is offered by Taylor Hall Miller Parker P.A. (THMP) who had indicated that CareerSource Florida is considering purchasing it for all Local Workforce Development Boards, in which case THMP would reimburse CSB for the cost of purchase. Motion to approve purchase of Board Orientation Training at a cost of \$5,000 made by William Chivers. Motion seconded by Lloyd Gregg and passed unanimously. The training selected will be presented to the full Board of Directors as an Information Item.

Discussion/Information Items:

Program Year 2019-2020 Budget Update

Staff indicated that the budget of \$10,117,300 approved in May 2019 has increased due to the award of incentive funding from CareerSource Florida and the extension of Florida Rebuilds rental agreement through 2020. As a result of these changes, CSB's current PY 19-20 funding has increased to \$10,570,400. This will result in additional customer training dollars, facility and technology upgrades, and reserved funds for unexpected expenses or carry-over dollars for the next year.

Financial Reports

Staff reviewed the financial activity for the fiscal period ending on June 30, 2019. There was discussion on number of job seekers versus number of jobs advertised.

Vendor Payment Report:

Staff reviewed the Vendor Payment report from April 12, 2019 through June 30, 2019.

Adjournment:

Daryl Bishop adjourned the meeting at 3:49pm.

Submitted by,

Reviewed by,

(signature on file)
Lyn Sevin

8/8/2019
Date

(signature on file)
Daryl Bishop

8/8/2019
Date