



BOARD MEETING AGENDA

Wednesday, June 4, 2025 – 11:30 a.m.

College of Central Florida – Marion Campus – Strategic Planning Room
3001 SW College Road, Ocala, FL 34474

Join Zoom Meeting: <https://us02web.zoom.us/j/86374960270>
Conference Line: 1 646 558 8656 Meeting ID: 863 7496 0270

Call to Order		C. Flanagan
Invocation and Pledge of Allegiance		R. Stermer
Roll Call		C. Schnettler
Public Comment		C. Flanagan
Approval of Minutes, March 12, 2025	Pages 3 - 44	C. Flanagan

DISCUSSION ITEMS

State Update		R. Skinner
Workforce Issues that are Important to our Community		R. Skinner
Financial Disclosure Forms / Annual Conflicts Reminder		R. Skinner
Board Membership Status	Page 45	R. Skinner

ACTION ITEMS

Workforce Champion – Presentation	Page 46	D. French
2025/2026 Budget	Pages 47 – 51	D. French
Memorandum of Agreement	Pages 52 -59	R. Skinner
Region 6 Financial Services	Page 60	D. French
Levy County Economic Development MOU	Page 61	D. French

CONSENT AGENDA

<u>CEO Contract Review – 5/9/2025, 5/28/2025</u>	Page 62	C. Flanagan
CEO Contract Renewal		

<u>Performance and Monitoring – 5/6/2025</u>		J. Chang
No Action Items		

<u>Business and Economic Development – 5/7/2025</u>		P. Beasley
No Action Items		

<u>Education and Industry Consortium - 5/8/2025</u>	Pages 63 - 72	R. Skinner
No Action Items		
Minutes attached 5/8/2025		

OUR VISION STATEMENT

To be known as the number one workforce resource in the state of Florida by providing constructive tools and professional supportive services that are reflected in the quality of our job candidates and meet the needs of the business community.



Career Center – 5/15/2025
Chiefland Lease Renewal
Statewide ETPL

Pages 73 - 74 C. Harris

Marketing and Outreach – 5/14/2025
No Action Items

A. Jones

Executive Committee – 5/28/2025
2025-2026 Budget
FWDA Dues
Workforce Summit Sponsorship
990
Finance User Interface
Indefinite Quantity Agreements
Benefits Annual Renewal
Schedule of Operations
OJT Reimbursement
Staff Increases
ITA Waiver Request
Joint Audit RFP

Pages 75 - 86 C. Flanagan /
R. Skinner

PROJECT UPDATES

None

MATTERS FROM THE FLOOR

ADJOURNMENT

LUNCH

OUR VISION STATEMENT

To be known as the number one workforce resource in the state of Florida by providing constructive tools and professional supportive services that are reflected in the quality of our job candidates and meet the needs of the business community.



CAREERSOURCE CITRUS LEVY MARION BOARD MEETING

MINUTES

DATE: March 12, 2025
PLACE: College of Central Florida, Lecanto Campus
TIME: 11:30 a.m.

MEMBERS PRESENT

Albert Jones
Andy Starling
Angela Juaristic
Ben Whitehouse
Brandon Whiteman
Carl Flanagan
Charles Harris
Darlene Goddard
Debra Stanley
Edward Suor
Equilla Wheeler
Fred Morgan
Jeff Chang
John Hemken
Jorge Martinez
Kathy Judkins
Kim Baxley
Larry White
Mark Paugh
Pete Beasley
Theresa Flick

MEMBERS ABSENT

Arno Proctor
John Murphy
Kevin Cunningham
Pat Reddish
Staci Bertrand
Steven Weinstein

OTHER ATTENDEES

Rusty Skinner, CSCLM
Dale French, CSCLM
Cory Weaver, CSCLM
Larry Trowbridge, CSCLM
Sandra Crawford, CSCLM
Laura Byrnes, CSCLM
Melissa Saco, CSCLM

Cira Schnettler, CSCLM
Robert Stermer, Attorney
Tony Waterson, One Stop Operator
Kristen Barry, One Stop Operator
Caleb Perla, Powell, and Jones
Dean Blinkhorn, Ocala CEP
Tameka Austin, Florida Commerce

CALL TO ORDER

The meeting was called to order by Carl Flanagan, Chair at 11:30 a.m.

ROLL CALL

Cira Schnettler called roll and a quorum was declared present.

PUBLIC COMMENT

There were no public comments.

APPROVAL OF MINUTES

Al Jones made a motion to approve the minutes from the December 11, 2024, meeting. Deb Stanley seconded the motion. Motion carried.

INTRODUCTION OF NEW MEMBERS

Carl Flanagan introduced two new members:

- Edward Suor with VPN Systems, Inc.
- Jennifer Roach with Vocational Rehabilitation

ACTION ITEMS

Powell and Jones Audit Report

Caleb Perla reviewed the audit report for the period of July 2023 through June 2024. No issues or findings were noted. Theresa Flick made a motion to accept the audit report. Mark Paugh seconded the motion. Motion carried.

Mid-Year Budget Updates

Dale French presented the budget updates. Darlene Goddard noted a date typo on page 63. Charles Harris made a motion to accept the budget updates. Fred Morgan seconded the motion. Motion carried.

Youth Services Contract

Dale French explained that the contract goes out for bid every four years. The current contract ends on June 30, 2025. Eckerd Connects was the only vendor that bid on the request for proposal. Eckerd Connects has been an excellent performer in monitoring and a successful partner. Theresa Flick made a motion to approve the Eckerd Connects contract. Darlene Goddard seconded the motion. Motion carried.

Website Development Agreement

Dale French explained the current website has reached its end of life and is consistently developing security issues. Five vendors submitted bids and were graded on a matrix system. The top two vendors were interviewed to learn more about their companies. One of the proposals was selected. The proposal was competitive with the others, and they had experience working with another workforce board. There was discussion about the ongoing annual costs and server usage. Edward Suor made a motion to enter into a contract with Appleton Creative for website development. Mark Paugh seconded the motion. Motion carried.

RELATED PARTIES CONTRACT APPROVALS 2025-2026

Master Contracts Requiring 2/3rds Vote

1. Citrus County Chamber of Commerce

- Fred Morgan made a motion to approve the Citrus County Chamber of Commerce contract. John Murphy and Kevin Cunningham previously declared a conflict but were not present. Carl Flanagan declared a conflict and abstained from the vote. Mark Paugh seconded the motion. Motion carried.

2. College of Central Florida
 - Charles Harris made a motion to approve the College of Central Florida contract. Mark Paugh declared a conflict and abstained from the vote. Steven Baham seconded the motion. Motion carried.
3. Marion County School Board
 - Mark Paugh made a motion to approve the Marion County School Board contract. Ben Whitehouse declared a conflict and abstained from the vote. Deb Stanley seconded the motion. Motion carried.

Master Contracts Requiring 2/3rds Vote - OJT, CBT, or Apprenticeship Training Opportunities

4. APEX Insurance Advisors
 - Darlene Goddard made a motion to approve the APEX Insurance Advisors contract. Brandon Whiteman declared a conflict and abstained from the vote. Theresa Flick seconded the motion. Motion carried.
5. Citrus County BOCC
 - Charles Harris made a motion to approve the Citrus County BOCC contract. Steven Baham declared a conflict and abstained from the vote. Edward Suor seconded the motion. Motion carried.
6. A & M Manufacturing
 - Brandon Whiteman made a motion to approve the A & M Manufacturing contract. John Hemken declared a conflict and abstained from the vote. Mark Paugh seconded the motion. Motion carried.
7. Lockheed Martin
 - Fred Morgan made a motion to approve the Lockheed Martin contract. Jeff Chang declared a conflict and abstained from the vote. Darlene Goddard seconded the motion. Motion carried.
8. Key Training Center
 - Edward Suor made a motion to approve the Key Training Center contract. Theresa Flick declared a conflict and abstained from the vote. Steven Baham seconded the motion. Motion carried.

Master Contracts Requiring 2/3rds Vote

9. Nature Coast Business Development Council
 - Steven Baham made a motion to approve the Nature Coast Business Development Council contract. Edward Suor and Kim Baxley declared a conflict and abstained from the vote. Theresa Flick seconded the motion. Motion carried.

Contracts Not Requiring 2/3rds Vote – No Conflicts

10. Southern Indiana Works
 - Mark Paugh made a motion to approve the Southern Indiana Works contract. Charles Harris seconded the motion. Motion carried.
11. Powell and Jones – Subrecipient Monitoring
 - Theresa Flick made a motion to approve the Powell and Jones contract. Angela Juaristic seconded the motion. Motion carried.
12. CD Staffing
 - Pete Beasley made a motion to approve the CD Staffing contract. Steven Baham seconded the motion. Motion carried.
13. Region 6 Financial Services Agreement
 - Fred Morgan made a motion to approve the Region 6 Financial Services

Agreement contract. Al Jones seconded the motion. Motion carried.

14. Underwood and Sloan

- Darlene Goddard made a motion to approve the Underwood and Sloan contract. Charles Harris seconded the motion. Motion carried.

15. Ocala Metro Chamber and Economic Partnership

- Darlene Goddard made a motion to approve the Ocala Metro Chamber and Economic Partnership contract. Mark Paugh seconded the motion. Motion carried.

16. Levy County Schools

- Fred Morgan made a motion to approve the Levy County Schools contract. Mark Paugh seconded the motion. Motion carried.

DISCUSSION ITEMS

State Update

Rusty Skinner provided the following updates:

- The State has exhausted all funds for the clam farming project that was funded through the disaster relief grant for Hurricane Idalia. There will not be additional funding for disaster recovery efforts for Hurricane Helene. The current funding will be used through March 23, 2025.
- The State plans to tighten criteria for the letter grades over the next couple of years. The Regions have been successful under the current letter grade system.
- There will be expected budget adjustments for the next program year as the disaster funding for Hurricane Helene has been exhausted.
- We will be meeting with Region 6 and Region 26 to develop goals for regional planning in the 2025-2026 program year.

Workforce Issues that are Important to our Community

Carl Flanagan shared that he had two businesses express interest in internship programs.

CONSENT AGENDA

Performance and Monitoring – 2/4/2025

Performance Negotiations Response

Eckerd Budget/Performance Mod

Committee Chair Jeff Chang provided a summary of the committee's activities.

Business and Economic Development – 2/5/2025

YouthBuild

Committee Chair Pete Beasley provided a summary of the committee's activities.

Education and Industry Consortium – 2/6/2025

No Action Items

Rusty Skinner welcomed the members to review the Consortium minutes and

presentation in the packet.

Career Center – 2/20/2025

Eckerd Budget/Performance Mod
Lecanto Lease

Committee Chair Charles Harris provided a summary of the committee activities.

Marketing and Outreach – 2/12/2025

Website RFP

Committee Chair Al Jones provided a summary of the committee's activities.

Executive Committee – 2/26/2025

YouthBuild
Joint Auditing RFP

Board Chair Carl Flanagan provided a summary of the committee's activities.

Darlene Goddard made a motion to approve all consent agenda items. Theresa Flick seconded the motion. Motion carried.

PROJECT UPDATES

None

MATTERS FROM THE FLOOR

None

ADJOURNMENT

There being no further business, the meeting adjourned at 12:46 p.m.

APPROVED:



RECORD OF ACTION/APPROVAL

Board Meeting, Wednesday, March 12, 2025
Executive Committee, Wednesday, February 26, 2025

TOPIC/ISSUE:

2024 Year End Finance Audit

BACKGROUND:

Powell and Jones concluded their financial audit for the year ending June 30, 2024. This audit is conducted annually. The full report is attached for review.

POINTS OF CONSIDERATION:

No issues were identified in the report as detailed on pages 41 and 42.

STAFF RECOMMENDATIONS:

Accept the monitoring as presented.

COMMITTEE ACTION:

Fred Morgan approved the audit report. Arno Proctor seconded the motion. Motion carried.

BOARD ACTION:

Theresa Flick made a motion to accept the audit report. Mark Paugh seconded the motion. Motion carried.



RECORD OF ACTION/APPROVAL

Board Meeting, Wednesday, March 12, 2025
Executive Committee, Wednesday, February 26, 2025

TOPIC/ISSUE:

Budget and Expenditure summary for period 7/1/2024 – 2/2/2025

BACKGROUND:

The attached is a summary of the budget and actual expenditures by cost pool.

POINTS OF CONSIDERATION:

The following reports provide status updates of spending by revenue stream and cost pool for planning purposes.

STAFF RECOMMENDATIONS:

Approve the mid-year budget and expenditure reports.

COMMITTEE ACTION:

Fred Morgan made a motion to accept the mid-year budget. Arno Proctor seconded the motion. Motion carried.

BOARD ACTION:

Charles Harris made a motion to accept the budget updates. Fred Morgan seconded the motion. Motion carried.



RECORD OF ACTION/APPROVAL

**Board Meeting
Wednesday, March 12, 2025**

TOPIC/ISSUE:

Youth Services Contracting

BACKGROUND:

Youth service providers must be procured at minimum every four years. Our current contract with Eckerd Connects reaches its maximum term of four program years on June 30, 2025. An Invitation to Negotiate (ITN) was released on December 12, 2024, soliciting proposals for the provision of Youth services. The deadline for submissions to be received was February 7, 2025. One proposal was received from Eckerd Connects.

POINTS OF CONSIDERATION:

The staff with Eckerd Connects are all long-term staff that have many years of experience working in this region. Eckerd exhibits strength in process and services management. A new contract will be renewable for an additional three program years (4 year total) at the Board's discretion.

STAFF RECOMMENDATIONS:

Approve the Sole Source selection and contracting with Eckerd Connects to provide youth services beginning July 1, 2025, through June 30, 2026.

COMMITTEE ACTION:

BOARD ACTION:

Theresa Flick made a motion to approve the Eckerd Connects contract. Darlene Goddard seconded the motion. Motion carried.



RECORD OF ACTION/APPROVAL

**Board Meeting
Wednesday, March 12, 2025**

TOPIC/ISSUE:

Website Development Agreement

BACKGROUND:

A request for proposals was released on December 12, 2024, for website development proposals. Five (5) proposals were received. A team of five reviewers composed of sr. leadership reviewed and ranked the proposals. Appleton Creative was selected as the company with the best proposal for our needs. Selection was approved by the CLM Marketing Committee on February 12, 2025. The original RFPs provided price ranges based on specific builds.

POINTS OF CONSIDERATION:

Appleton Creative has submitted a final quote based on our specific needs. The agreement is in the amount of \$49,350.00.

STAFF RECOMMENDATIONS:

Approve staff to move forward with the agreement.

COMMITTEE ACTION:

BOARD ACTION:

Edward Suor made a motion to enter into a contract with Appleton Creative for website development. Mark Paugh seconded the motion. Motion carried.



RECORD OF ACTION/APPROVAL

Board Meeting
Wednesday, March 12, 2025

TOPIC/ISSUE:

Approval of 2025-2026 contracts

BACKGROUND:

POINTS OF CONSIDERATION:

Please see the attached Contracts Spreadsheet attached for details. Contracts with Board Member conflicts require approval from 2/3rds of the members present.

STAFF RECOMMENDATIONS:

COMMITTEE ACTION:

BOARD ACTION:

Master Contracts Requiring 2/3rds Vote

1. Citrus County Chamber of Commerce
 - Fred Morgan made a motion to approve the Citrus County Chamber of Commerce contract. John Murphy and Kevin Cunningham previously declared a conflict but were not present. Carl Flanagan declared a conflict and abstained from the vote. Mark Paugh seconded the motion. Motion carried.
2. College of Central Florida
 - Charles Harris made a motion to approve the College of Central Florida contract. Mark Paugh declared a conflict and abstained from the vote. Steven Baham seconded the motion. Motion carried.
3. Marion County School Board
 - Mark Paugh made a motion to approve the Marion County School Board contract. Ben Whitehouse declared a conflict and abstained from the vote. Deb Stanley seconded the motion. Motion carried.

Master Contracts Requiring 2/3rds Vote - OJT, CBT, or Apprenticeship Training Opportunities

4. APEX Insurance Advisors
 - Darlene Goddard made a motion to approve the APEX Insurance Advisors

contract. Brandon Whiteman declared a conflict and abstained from the vote. Theresa Flick seconded the motion. Motion carried.

5. Citrus County BOCC

- Charles Harris made a motion to approve the Citrus County BOCC contract. Steven Baham declared a conflict and abstained from the vote. Edward Suor seconded the motion. Motion carried.

6. A & M Manufacturing

- Brandon Whiteman made a motion to approve the A & M Manufacturing contract. John Hemken declared a conflict and abstained from the vote. Mark Paugh seconded the motion. Motion carried.

7. Lockheed Martin

- Fred Morgan made a motion to approve the Lockheed Martin contract. Jeff Chang declared a conflict and abstained from the vote. Darlene Goddard seconded the motion. Motion carried.

8. Key Training Center

- Edward Suor made a motion to approve the Key Training Center contract. Theresa Flick declared a conflict and abstained from the vote. Steven Baham seconded the motion. Motion carried.

Master Contracts Requiring 2/3rds Vote

9. Nature Coast Business Development Council

- Steven Baham made a motion to approve the Nature Coast Business Development Council contract. Edward Suor and Kim Baxley declared a conflict and abstained from the vote. Theresa Flick seconded the motion. Motion carried.

Contracts Not Requiring 2/3rds Vote – No Conflicts

10. Southern Indiana Works

- Mark Paugh made a motion to approve the Southern Indiana Works contract. Charles Harris seconded the motion. Motion carried.

11. Powell and Jones – Subrecipient Monitoring

- Theresa Flick made a motion to approve the Powell and Jones contract. Angela Juaristic seconded the motion. Motion carried.

12. CD Staffing

- Pete Beasley made a motion to approve the CD Staffing contract. Steven Baham seconded the motion. Motion carried.

13. Region 6 Financial Services Agreement

- Fred Morgan made a motion to approve the Region 6 Financial Services Agreement contract. Al Jones seconded the motion. Motion carried.

14. Underwood and Sloan

- Darlene Goddard made a motion to approve the Underwood and Sloan contract. Charles Harris seconded the motion. Motion carried.

15. Ocala Metro Chamber and Economic Partnership

- Darlene Goddard made a motion to approve the Ocala Metro Chamber and Economic Partnership contract. Mark Paugh seconded the motion. Motion carried.

16. Levy County Schools

- Fred Morgan made a motion to approve the Levy County Schools contract. Mark Paugh seconded the motion. Motion carried.

CareerSource CLM - All Contracts July 1, 2025 - June 30, 2026

Item #	Contractor	Purpose/Scope of Work Summary	Funding	Board Action	Contractor / SubContractor	Conflicts
		Master Contracts Requiring 2/3rds Vote				
1	Citrus County Chamber of Commerce	Employer outreach and job development services. Have been determined to be contractor for services and not subrecipients for the purpose of providing goods or services.	\$ 20,000.00	Approved	C	John Murphy, Carl Flanagan, Kevin Cunningham
2	College of Central Florida	Facility usage and rental fees. This is a blanket approval but to not exceed. Have been determined to be contractor services and not subrecipients for the purpose of providing goods or services. Cost is an average based on prior year usage.	\$ 200,000.00	Approved	C	Mark Paugh
3	Marion County School Board	Facility usage and rental fees. Cost is an average based on prior year usage. This is a blanket approval but to not exceed. Primary location for services is at MTC.	\$ 50,000.00	Approved	C	Ben Whitehouse
		Master Contracts Requiring 2/3rds Vote - OJT, CBT, or Apprenticeship Training Opportunities				
4	APEX Insurance Advisors	CBT and/or OJT Training Services - approval but to not exceed	\$ 20,000.00	Approved	C	Brandon Whiteman
5	Citrus County BOCC	CBT and/or OJT Training Services - approval but to not exceed	\$ 50,000.00	Approved	C	Steven Baham
6	A&M Manufacturing	CBT and/or OJT Training Services - approval but to not exceed	\$ 20,000.00	Approved	C	John Hemken
7	Lockheed Martin	CBT and/or OJT Training Services - approval but to not exceed	\$ 20,000.00	Approved	C	Jeff Chang
8	Key Training Center	CBT and/or OJT Training Services - approval but to not exceed	\$ 20,000.00	Approved	C	Theresa Flick
		Master Contracts Requiring 2/3rds Vote				
9	Nature Coast Business Development Council	Employer outreach and job development services. Have been determined to be contractor for services and not subrecipients for the purpose of providing goods or services.	\$ 30,000.00	Approved	C	Edward Suor, Kim Baxley
		Contracts Not Requiring 2/3rds Vote				
10	Southern Indiana Works	One Stop Operator	\$ 75,000.00	Approved	C	
11	Powell and Jones	Subrecipient monitoring	\$ 3,800.00	Approved	C	
12	CD Staffing	Payroll for PWE/PWI agreements	Cost + 30% Mark up	Approved	C	
13	Region 6	Financial Services Agreement	\$ 55,000.00	Approved	C	
14	Underwood and Sloan	Third party monitoring	\$ 50,000.00	Approved	C	
15	Ocala Metro Chamber & Economic Partnership (CEP)	Employer outreach and job development services. Have been determined to be contractor for services and not subrecipients for the purpose of providing goods or services.	\$ 30,000.00	Approved	C	
16	Levy County Schools	Facility usage and rental fees. Cost is an average based on prior year usage. This is a blanket approval but to not exceed.	\$ 10,000.00	Approved	C	

FORM 8B MEMORANDUM OF VOTING CONFLICT FOR COUNTY, MUNICIPAL, AND OTHER LOCAL PUBLIC OFFICERS

LAST NAME—FIRST NAME—MIDDLE NAME Baham II, Steven Mark		NAME OF BOARD, COUNCIL, COMMISSION, AUTHORITY, OR COMMITTEE Citrus Levy Marion Reg. Workforce Dev. Board(CareerSource)	
MAILING ADDRESS 5405 N Bedstrow Blvd		THE BOARD, COUNCIL, COMMISSION, AUTHORITY OR COMMITTEE ON WHICH I SERVE IS A UNIT OF:	
CITY Beverly Hills	COUNTY Citrus	<input type="checkbox"/> CITY <input type="checkbox"/> COUNTY <input checked="" type="checkbox"/> OTHER LOCAL AGENCY	
DATE ON WHICH VOTE OCCURRED 3/12/2025		NAME OF POLITICAL SUBDIVISION.	
		MY POSITION IS: <input type="checkbox"/> ELECTIVE <input checked="" type="checkbox"/> APPOINTIVE	

WHO MUST FILE FORM 8B

This form is for use by any person serving at the county, city, or other local level of government on an appointed or elected board, council, commission, authority, or committee. It applies to members of advisory and non-advisory bodies who are presented with a voting conflict of interest under Section 112.3143, Florida Statutes.

Your responsibilities under the law when faced with voting on a measure in which you have a conflict of interest will vary greatly depending on whether you hold an elective or appointive position. For this reason, please pay close attention to the instructions on this form before completing and filing the form.

INSTRUCTIONS FOR COMPLIANCE WITH SECTION 112.3143, FLORIDA STATUTES

A person holding elective or appointive county, municipal, or other local public office MUST ABSTAIN from voting on a measure which would inure to his or her special private gain or loss. Each elected or appointed local officer also MUST ABSTAIN from knowingly voting on a measure which would inure to the special gain or loss of a principal (other than a government agency) by whom he or she is retained (including the parent, subsidiary, or sibling organization of a principal by which he or she is retained); to the special private gain or loss of a relative; or to the special private gain or loss of a business associate. Commissioners of community redevelopment agencies (CRAs) under Sec. 163.356 or 163.357, F.S., and officers of independent special tax districts elected on a one-acre, one-vote basis are not prohibited from voting in that capacity.

For purposes of this law, a "relative" includes only the officer's father, mother, son, daughter, husband, wife, brother, sister, father-in-law, mother-in-law, son-in-law, and daughter-in-law. A "business associate" means any person or entity engaged in or carrying on a business enterprise with the officer as a partner, joint venturer, coowner of property, or corporate shareholder (where the shares of the corporation are not listed on any national or regional stock exchange).

* * * * *

ELECTED OFFICERS:

In addition to abstaining from voting in the situations described above, you must disclose the conflict:

PRIOR TO THE VOTE BEING TAKEN by publicly stating to the assembly the nature of your interest in the measure on which you are abstaining from voting; and

WITHIN 15 DAYS AFTER THE VOTE OCCURS by completing and filing this form with the person responsible for recording the minutes of the meeting, who should incorporate the form in the minutes.

* * * * *

APPOINTED OFFICERS:

Although you must abstain from voting in the situations described above, you are not prohibited by Section 112.3143 from otherwise participating in these matters. However, you must disclose the nature of the conflict before making any attempt to influence the decision, whether orally or in writing and whether made by you or at your direction.

IF YOU INTEND TO MAKE ANY ATTEMPT TO INFLUENCE THE DECISION PRIOR TO THE MEETING AT WHICH THE VOTE WILL BE TAKEN:

- You must complete and file this form (before making any attempt to influence the decision) with the person responsible for recording the minutes of the meeting, who will incorporate the form in the minutes. (Continued on page 2)

APPOINTED OFFICERS (continued)

- A copy of the form must be provided immediately to the other members of the agency.
- The form must be read publicly at the next meeting after the form is filed.

IF YOU MAKE NO ATTEMPT TO INFLUENCE THE DECISION EXCEPT BY DISCUSSION AT THE MEETING:

- You must disclose orally the nature of your conflict in the measure before participating.
- You must complete the form and file it within 15 days after the vote occurs with the person responsible for recording the minutes of the meeting, who must incorporate the form in the minutes. A copy of the form must be provided immediately to the other members of the agency, and the form must be read publicly at the next meeting after the form is filed.

DISCLOSURE OF LOCAL OFFICER'S INTEREST

I, Steven Baham, hereby disclose that on March 12, 20 25 :

(a) A measure came or will come before my agency which (check one or more)

- ☐ inured to my special private gain or loss;
- ☐ inured to the special gain or loss of my business associate, _____ ;
- ☐ inured to the special gain or loss of my relative, _____ ;
- ☒ inured to the special gain or loss of Citrus County Board of County Commissioners, by
whom I am retained; or
- ☐ inured to the special gain or loss of _____, which
is the parent subsidiary, or sibling organization or subsidiary of a principal which has retained me.

(b) The measure before my agency and the nature of my conflicting interest in the measure is as follows:

I am employed by the Citrus County BOCC.

If disclosure of specific information would violate confidentiality or privilege pursuant to law or rules governing attorneys, a public officer, who is also an attorney, may comply with the disclosure requirements of this section by disclosing the nature of the interest in such a way as to provide the public with notice of the conflict.

3/12/2025

Date Filed


Signature

NOTICE: UNDER PROVISIONS OF FLORIDA STATUTES §112.317, A FAILURE TO MAKE ANY REQUIRED DISCLOSURE CONSTITUTES GROUNDS FOR AND MAY BE PUNISHED BY ONE OR MORE OF THE FOLLOWING: IMPEACHMENT, REMOVAL OR SUSPENSION FROM OFFICE OR EMPLOYMENT, DEMOTION, REDUCTION IN SALARY, REPRIMAND, OR A CIVIL PENALTY NOT TO EXCEED \$10,000.

FORM 8B MEMORANDUM OF VOTING CONFLICT FOR COUNTY, MUNICIPAL, AND OTHER LOCAL PUBLIC OFFICERS

LAST NAME—FIRST NAME—MIDDLE NAME BALLEI KIMBERLY ANNE	NAME OF BOARD, COUNCIL, COMMISSION, AUTHORITY, OR COMMITTEE Citrus Levy Marion Reg. Workforce Dev. Board(CareerSource)
MAILING ADDRESS 8045 SW 135th Lane	THE BOARD, COUNCIL, COMMISSION, AUTHORITY OR COMMITTEE ON WHICH I SERVE IS A UNIT OF: <input type="checkbox"/> CITY <input type="checkbox"/> COUNTY <input checked="" type="checkbox"/> OTHER LOCAL AGENCY
CITY Archer FL 32618 COUNTY Alachua	NAME OF POLITICAL SUBDIVISION:
DATE ON WHICH VOTE OCCURRED 3/12/2025	MY POSITION IS: <input type="checkbox"/> ELECTIVE <input checked="" type="checkbox"/> APPOINTIVE

WHO MUST FILE FORM 8B

This form is for use by any person serving at the county, city, or other local level of government on an appointed or elected board, council, commission, authority, or committee. It applies to members of advisory and non-advisory bodies who are presented with a voting conflict of interest under Section 112.3143, Florida Statutes.

Your responsibilities under the law when faced with voting on a measure in which you have a conflict of interest will vary greatly depending on whether you hold an elective or appointive position. For this reason, please pay close attention to the instructions on this form before completing and filing the form.

INSTRUCTIONS FOR COMPLIANCE WITH SECTION 112.3143, FLORIDA STATUTES

A person holding elective or appointive county, municipal, or other local public office **MUST ABSTAIN** from voting on a measure which would inure to his or her special private gain or loss. Each elected or appointed local officer also **MUST ABSTAIN** from knowingly voting on a measure which would inure to the special gain or loss of a principal (other than a government agency) by whom he or she is retained (including the parent, subsidiary, or sibling organization of a principal by which he or she is retained); to the special private gain or loss of a relative; or to the special private gain or loss of a business associate. Commissioners of community redevelopment agencies (CRAs) under Sec. 163.356 or 163.357, F.S., and officers of independent special tax districts elected on a one-acre, one-vote basis are not prohibited from voting in that capacity.

For purposes of this law, a "relative" includes only the officer's father, mother, son, daughter, husband, wife, brother, sister, father-in-law, mother-in-law, son-in-law, and daughter-in-law. A "business associate" means any person or entity engaged in or carrying on a business enterprise with the officer as a partner, joint venturer, coowner of property, or corporate shareholder (where the shares of the corporation are not listed on any national or regional stock exchange).

* * * * *

ELECTED OFFICERS:

In addition to abstaining from voting in the situations described above, you must disclose the conflict:

PRIOR TO THE VOTE BEING TAKEN by publicly stating to the assembly the nature of your interest in the measure on which you are abstaining from voting; and

WITHIN 15 DAYS AFTER THE VOTE OCCURS by completing and filing this form with the person responsible for recording the minutes of the meeting, who should incorporate the form in the minutes.

* * * * *

APPOINTED OFFICERS:

Although you must abstain from voting in the situations described above, you are not prohibited by Section 112.3143 from otherwise participating in these matters. However, you must disclose the nature of the conflict before making any attempt to influence the decision, whether orally or in writing and whether made by you or at your direction.

IF YOU INTEND TO MAKE ANY ATTEMPT TO INFLUENCE THE DECISION PRIOR TO THE MEETING AT WHICH THE VOTE WILL BE TAKEN:

- You must complete and file this form (before making any attempt to influence the decision) with the person responsible for recording the minutes of the meeting, who will incorporate the form in the minutes. (Continued on page 2)

APPOINTED OFFICERS (continued)

- A copy of the form must be provided immediately to the other members of the agency.
- The form must be read publicly at the next meeting after the form is filed.

IF YOU MAKE NO ATTEMPT TO INFLUENCE THE DECISION EXCEPT BY DISCUSSION AT THE MEETING:

- You must disclose orally the nature of your conflict in the measure before participating.
- You must complete the form and file it within 15 days after the vote occurs with the person responsible for recording the minutes of the meeting, who must incorporate the form in the minutes. A copy of the form must be provided immediately to the other members of the agency, and the form must be read publicly at the next meeting after the form is filed.

DISCLOSURE OF LOCAL OFFICER'S INTEREST

I, Kimberly Bayley, hereby disclose that on March 12, 20 25 :

(a) A measure came or will come before my agency which (check one or more)

- ☐ inured to my special private gain or loss;
- ☐ inured to the special gain or loss of my business associate, _____ ;
- ☐ inured to the special gain or loss of my relative, _____ ;
- ☐ inured to the special gain or loss of _____, by whom I am retained; or
- ☐ inured to the special gain or loss of _____, which is the parent subsidiary, or sibling organization or subsidiary of a principal which has retained me.

(b) The measure before my agency and the nature of my conflicting interest in the measure is as follows:

NONE - NO CONFLICT EXISTS - I misunderstood conflict of interest.
[Signature]

If disclosure of specific information would violate confidentiality or privilege pursuant to law or rules governing attorneys, a public officer, who is also an attorney, may comply with the disclosure requirements of this section by disclosing the nature of the interest in such a way as to provide the public with notice of the conflict.

3/12/2025

Date Filed

[Signature]
Signature

NOTICE: UNDER PROVISIONS OF FLORIDA STATUTES §112.317, A FAILURE TO MAKE ANY REQUIRED DISCLOSURE CONSTITUTES GROUNDS FOR AND MAY BE PUNISHED BY ONE OR MORE OF THE FOLLOWING: IMPEACHMENT, REMOVAL OR SUSPENSION FROM OFFICE OR EMPLOYMENT, DEMOTION, REDUCTION IN SALARY, REPRIMAND, OR A CIVIL PENALTY NOT TO EXCEED \$10,000.

FORM 8B MEMORANDUM OF VOTING CONFLICT FOR COUNTY, MUNICIPAL, AND OTHER LOCAL PUBLIC OFFICERS

LAST NAME—FIRST NAME—MIDDLE NAME CHANG, JEFFREY JAMES		NAME OF BOARD, COUNCIL, COMMISSION, AUTHORITY, OR COMMITTEE Citrus Levy Marion Reg. Workforce Dev. Board(CareerSource)	
MAILING ADDRESS 3471 SW 10th Court		THE BOARD, COUNCIL, COMMISSION, AUTHORITY OR COMMITTEE ON WHICH I SERVE IS A UNIT OF:	
CITY Ocala	COUNTY MARION	<input type="checkbox"/> CITY <input type="checkbox"/> COUNTY <input checked="" type="checkbox"/> OTHER LOCAL AGENCY	
DATE ON WHICH VOTE OCCURRED 3/12/2025		NAME OF POLITICAL SUBDIVISION:	
		MY POSITION IS: <input type="checkbox"/> ELECTIVE <input checked="" type="checkbox"/> APPOINTIVE	

WHO MUST FILE FORM 8B

This form is for use by any person serving at the county, city, or other local level of government on an appointed or elected board, council, commission, authority, or committee. It applies to members of advisory and non-advisory bodies who are presented with a voting conflict of interest under Section 112.3143, Florida Statutes.

Your responsibilities under the law when faced with voting on a measure in which you have a conflict of interest will vary greatly depending on whether you hold an elective or appointive position. For this reason, please pay close attention to the instructions on this form before completing and filing the form.

INSTRUCTIONS FOR COMPLIANCE WITH SECTION 112.3143, FLORIDA STATUTES

A person holding elective or appointive county, municipal, or other local public office **MUST ABSTAIN** from voting on a measure which would inure to his or her special private gain or loss. Each elected or appointed local officer also **MUST ABSTAIN** from knowingly voting on a measure which would inure to the special gain or loss of a principal (other than a government agency) by whom he or she is retained (including the parent, subsidiary, or sibling organization of a principal by which he or she is retained); to the special private gain or loss of a relative; or to the special private gain or loss of a business associate. Commissioners of community redevelopment agencies (CRAs) under Sec. 163.356 or 163.357, F.S., and officers of independent special tax districts elected on a one-acre, one-vote basis are not prohibited from voting in that capacity.

For purposes of this law, a "relative" includes only the officer's father, mother, son, daughter, husband, wife, brother, sister, father-in-law, mother-in-law, son-in-law, and daughter-in-law. A "business associate" means any person or entity engaged in or carrying on a business enterprise with the officer as a partner, joint venturer, coowner of property, or corporate shareholder (where the shares of the corporation are not listed on any national or regional stock exchange).

* * * * *

ELECTED OFFICERS:

In addition to abstaining from voting in the situations described above, you must disclose the conflict:

PRIOR TO THE VOTE BEING TAKEN by publicly stating to the assembly the nature of your interest in the measure on which you are abstaining from voting; *and*

WITHIN 15 DAYS AFTER THE VOTE OCCURS by completing and filing this form with the person responsible for recording the minutes of the meeting, who should incorporate the form in the minutes.

* * * * *

APPOINTED OFFICERS:

Although you must abstain from voting in the situations described above, you are not prohibited by Section 112.3143 from otherwise participating in these matters. However, you must disclose the nature of the conflict before making any attempt to influence the decision, whether orally or in writing and whether made by you or at your direction.

IF YOU INTEND TO MAKE ANY ATTEMPT TO INFLUENCE THE DECISION PRIOR TO THE MEETING AT WHICH THE VOTE WILL BE TAKEN:

- You must complete and file this form (before making any attempt to influence the decision) with the person responsible for recording the minutes of the meeting, who will incorporate the form in the minutes. (Continued on page 2)

APPOINTED OFFICERS (continued)

- A copy of the form must be provided immediately to the other members of the agency.
- The form must be read publicly at the next meeting after the form is filed.

IF YOU MAKE NO ATTEMPT TO INFLUENCE THE DECISION EXCEPT BY DISCUSSION AT THE MEETING:

- You must disclose orally the nature of your conflict in the measure before participating.
- You must complete the form and file it within 15 days after the vote occurs with the person responsible for recording the minutes of the meeting, who must incorporate the form in the minutes. A copy of the form must be provided immediately to the other members of the agency, and the form must be read publicly at the next meeting after the form is filed.

DISCLOSURE OF LOCAL OFFICER'S INTEREST

I, JEFFREY CHANG, hereby disclose that on March 12, 20 25 :

(a) A measure came or will come before my agency which (check one or more)

- ☐ inured to my special private gain or loss;
- ☐ inured to the special gain or loss of my business associate, _____;
- ☐ inured to the special gain or loss of my relative, _____;
- ☒ inured to the special gain or loss of LOCKHEED MARTIN, by whom I am retained; or
- ☐ inured to the special gain or loss of _____, which is the parent subsidiary, or sibling organization or subsidiary of a principal which has retained me.


(b) The measure before my agency and the nature of my conflicting interest in the measure is as follows:

Approval of master contract with Lockheed Martin for OJT, CBT, or internship/paid work experience training opportunities.

If disclosure of specific information would violate confidentiality or privilege pursuant to law or rules governing attorneys, a public officer, who is also an attorney, may comply with the disclosure requirements of this section by disclosing the nature of the interest in such a way as to provide the public with notice of the conflict.

3/12/2025

Date Filed

Signature 

NOTICE: UNDER PROVISIONS OF FLORIDA STATUTES §112.317, A FAILURE TO MAKE ANY REQUIRED DISCLOSURE CONSTITUTES GROUNDS FOR AND MAY BE PUNISHED BY ONE OR MORE OF THE FOLLOWING: IMPEACHMENT, REMOVAL OR SUSPENSION FROM OFFICE OR EMPLOYMENT, DEMOTION, REDUCTION IN SALARY, REPRIMAND, OR A CIVIL PENALTY NOT TO EXCEED \$10,000.

FORM 8B MEMORANDUM OF VOTING CONFLICT FOR COUNTY, MUNICIPAL, AND OTHER LOCAL PUBLIC OFFICERS

LAST NAME—FIRST NAME—MIDDLE NAME Flanagan, Carl		NAME OF BOARD, COUNCIL, COMMISSION, AUTHORITY, OR COMMITTEE Citrus Levy Marion Reg. Workforce Dev. Board(CareerSource)	
MAILING ADDRESS 6155 W. Pinedale Circle		THE BOARD, COUNCIL, COMMISSION, AUTHORITY OR COMMITTEE ON WHICH I SERVE IS A UNIT OF:	
CITY Crystal River	COUNTY Citrus	<input type="checkbox"/> CITY <input type="checkbox"/> COUNTY <input checked="" type="checkbox"/> OTHER LOCAL AGENCY	
DATE ON WHICH VOTE OCCURRED 3/12/2025		NAME OF POLITICAL SUBDIVISION:	
		MY POSITION IS: <input type="checkbox"/> ELECTIVE <input checked="" type="checkbox"/> APPOINTIVE	

WHO MUST FILE FORM 8B

This form is for use by any person serving at the county, city, or other local level of government on an appointed or elected board, council, commission, authority, or committee. It applies to members of advisory and non-advisory bodies who are presented with a voting conflict of interest under Section 112.3143, Florida Statutes.

Your responsibilities under the law when faced with voting on a measure in which you have a conflict of interest will vary greatly depending on whether you hold an elective or appointive position. For this reason, please pay close attention to the instructions on this form before completing and filing the form.

INSTRUCTIONS FOR COMPLIANCE WITH SECTION 112.3143, FLORIDA STATUTES

A person holding elective or appointive county, municipal, or other local public office **MUST ABSTAIN** from voting on a measure which would inure to his or her special private gain or loss. Each elected or appointed local officer also **MUST ABSTAIN** from knowingly voting on a measure which would inure to the special gain or loss of a principal (other than a government agency) by whom he or she is retained (including the parent, subsidiary, or sibling organization of a principal by which he or she is retained); to the special private gain or loss of a relative; or to the special private gain or loss of a business associate. Commissioners of community redevelopment agencies (CRAs) under Sec. 163.356 or 163.357, F.S., and officers of independent special tax districts elected on a one-acre, one-vote basis are not prohibited from voting in that capacity.

For purposes of this law, a "relative" includes only the officer's father, mother, son, daughter, husband, wife, brother, sister, father-in-law, mother-in-law, son-in-law, and daughter-in-law. A "business associate" means any person or entity engaged in or carrying on a business enterprise with the officer as a partner, joint venturer, coowner of property, or corporate shareholder (where the shares of the corporation are not listed on any national or regional stock exchange).

ELECTED OFFICERS:

In addition to abstaining from voting in the situations described above, you must disclose the conflict:

PRIOR TO THE VOTE BEING TAKEN by publicly stating to the assembly the nature of your interest in the measure on which you are abstaining from voting; *and*

WITHIN 15 DAYS AFTER THE VOTE OCCURS by completing and filing this form with the person responsible for recording the minutes of the meeting, who should incorporate the form in the minutes.

APPOINTED OFFICERS:

Although you must abstain from voting in the situations described above, you are not prohibited by Section 112.3143 from otherwise participating in these matters. However, you must disclose the nature of the conflict before making any attempt to influence the decision, whether orally or in writing and whether made by you or at your direction.

IF YOU INTEND TO MAKE ANY ATTEMPT TO INFLUENCE THE DECISION PRIOR TO THE MEETING AT WHICH THE VOTE WILL BE TAKEN:

- You must complete and file this form (before making any attempt to influence the decision) with the person responsible for recording the minutes of the meeting, who will incorporate the form in the minutes. (Continued on page 2)

APPOINTED OFFICERS (continued)

- A copy of the form must be provided immediately to the other members of the agency.
- The form must be read publicly at the next meeting after the form is filed.

IF YOU MAKE NO ATTEMPT TO INFLUENCE THE DECISION EXCEPT BY DISCUSSION AT THE MEETING:

- You must disclose orally the nature of your conflict in the measure before participating.
- You must complete the form and file it within 15 days after the vote occurs with the person responsible for recording the minutes of the meeting, who must incorporate the form in the minutes. A copy of the form must be provided immediately to the other members of the agency, and the form must be read publicly at the next meeting after the form is filed.

DISCLOSURE OF LOCAL OFFICER'S INTEREST

I, Carl Flanagan, hereby disclose that on March 12, 20 25:

(a) A measure came or will come before my agency which (check one or more)

- ☒ inured to my special private gain or loss;
- ☐ inured to the special gain or loss of my business associate, _____;
- ☐ inured to the special gain or loss of my relative, _____;
- ☐ inured to the special gain or loss of _____, by whom I am retained; or
- ☐ inured to the special gain or loss of _____, which is the parent subsidiary, or sibling organization or subsidiary of a principal which has retained me.

(b) The measure before my agency and the nature of my conflicting interest in the measure is as follows:

Board member of CLM and board (lifetime) member of the Citrus County Chamber of Commerce.

If disclosure of specific information would violate confidentiality or privilege pursuant to law or rules governing attorneys, a public officer, who is also an attorney, may comply with the disclosure requirements of this section by disclosing the nature of the interest in such a way as to provide the public with notice of the conflict.

3/12/2025

Date Filed

Carl Flanagan
Signature

NOTICE: UNDER PROVISIONS OF FLORIDA STATUTES §112.317, A FAILURE TO MAKE ANY REQUIRED DISCLOSURE CONSTITUTES GROUNDS FOR AND MAY BE PUNISHED BY ONE OR MORE OF THE FOLLOWING: IMPEACHMENT, REMOVAL OR SUSPENSION FROM OFFICE OR EMPLOYMENT, DEMOTION, REDUCTION IN SALARY, REPRIMAND, OR A CIVIL PENALTY NOT TO EXCEED \$10,000.

FORM 8B MEMORANDUM OF VOTING CONFLICT FOR COUNTY, MUNICIPAL, AND OTHER LOCAL PUBLIC OFFICERS

LAST NAME—FIRST NAME—MIDDLE NAME <i>Flick Theresa Darts</i>		NAME OF BOARD, COUNCIL, COMMISSION, AUTHORITY, OR COMMITTEE <i>Citrus Levy Marion Reg. Workforce Dev. Board(CareerSource)</i>	
MAILING ADDRESS <i>11309 W. Amerindian Ct. Citrus</i>		THE BOARD, COUNCIL, COMMISSION, AUTHORITY OR COMMITTEE ON WHICH I SERVE IS A UNIT OF:	
CITY <i>Crystal River</i>	COUNTY <i>Citrus</i>	<input type="checkbox"/> CITY <input type="checkbox"/> COUNTY <input checked="" type="checkbox"/> OTHER LOCAL AGENCY	
DATE ON WHICH VOTE OCCURRED <i>3/12/2025</i>		NAME OF POLITICAL SUBDIVISION:	
		MY POSITION IS: <input type="checkbox"/> ELECTIVE <input checked="" type="checkbox"/> APPOINTIVE	

WHO MUST FILE FORM 8B

This form is for use by any person serving at the county, city, or other local level of government on an appointed or elected board, council, commission, authority, or committee. It applies to members of advisory and non-advisory bodies who are presented with a voting conflict of interest under Section 112.3143, Florida Statutes.

Your responsibilities under the law when faced with voting on a measure in which you have a conflict of interest will vary greatly depending on whether you hold an elective or appointive position. For this reason, please pay close attention to the instructions on this form before completing and filing the form.

INSTRUCTIONS FOR COMPLIANCE WITH SECTION 112.3143, FLORIDA STATUTES

A person holding elective or appointive county, municipal, or other local public office **MUST ABSTAIN** from voting on a measure which would inure to his or her special private gain or loss. Each elected or appointed local officer also **MUST ABSTAIN** from knowingly voting on a measure which would inure to the special gain or loss of a principal (other than a government agency) by whom he or she is retained (including the parent, subsidiary, or sibling organization of a principal by which he or she is retained); to the special private gain or loss of a relative; or to the special private gain or loss of a business associate. Commissioners of community redevelopment agencies (CRAs) under Sec. 163.356 or 163.357, F.S., and officers of independent special tax districts elected on a one-acre, one-vote basis are not prohibited from voting in that capacity.

For purposes of this law, a "relative" includes only the officer's father, mother, son, daughter, husband, wife, brother, sister, father-in-law, mother-in-law, son-in-law, and daughter-in-law. A "business associate" means any person or entity engaged in or carrying on a business enterprise with the officer as a partner, joint venturer, coowner of property, or corporate shareholder (where the shares of the corporation are not listed on any national or regional stock exchange).

ELECTED OFFICERS:

In addition to abstaining from voting in the situations described above, you must disclose the conflict:

PRIOR TO THE VOTE BEING TAKEN by publicly stating to the assembly the nature of your interest in the measure on which you are abstaining from voting; *and*

WITHIN 15 DAYS AFTER THE VOTE OCCURS by completing and filing this form with the person responsible for recording the minutes of the meeting, who should incorporate the form in the minutes.

APPOINTED OFFICERS:

Although you must abstain from voting in the situations described above, you are not prohibited by Section 112.3143 from otherwise participating in these matters. However, you must disclose the nature of the conflict before making any attempt to influence the decision, whether orally or in writing and whether made by you or at your direction.

IF YOU INTEND TO MAKE ANY ATTEMPT TO INFLUENCE THE DECISION PRIOR TO THE MEETING AT WHICH THE VOTE WILL BE TAKEN:

- You must complete and file this form (before making any attempt to influence the decision) with the person responsible for recording the minutes of the meeting, who will incorporate the form in the minutes. (Continued on page 2)

APPOINTED OFFICERS (continued)

- A copy of the form must be provided immediately to the other members of the agency.
- The form must be read publicly at the next meeting after the form is filed.

IF YOU MAKE NO ATTEMPT TO INFLUENCE THE DECISION EXCEPT BY DISCUSSION AT THE MEETING:

- You must disclose orally the nature of your conflict in the measure before participating.
- You must complete the form and file it within 15 days after the vote occurs with the person responsible for recording the minutes of the meeting, who must incorporate the form in the minutes. A copy of the form must be provided immediately to the other members of the agency, and the form must be read publicly at the next meeting after the form is filed.

DISCLOSURE OF LOCAL OFFICER'S INTEREST

I, Theresa Flick, hereby disclose that on March 12, 20 25 :

(a) A measure came or will come before my agency which (check one or more)

- ☐ inured to my special private gain or loss;
- ☐ inured to the special gain or loss of my business associate, _____;
- ☐ inured to the special gain or loss of my relative, _____;
- ☒ inured to the special gain or loss of Key Training Center, by whom I am retained; or
- ☐ inured to the special gain or loss of _____, which is the parent subsidiary, or sibling organization or subsidiary of a principal which has retained me.

(b) The measure before my agency and the nature of my conflicting interest in the measure is as follows:

Board member of CMM and employee of the Key Training Center.

If disclosure of specific information would violate confidentiality or privilege pursuant to law or rules governing attorneys, a public officer, who is also an attorney, may comply with the disclosure requirements of this section by disclosing the nature of the interest in such a way as to provide the public with notice of the conflict.

3/12/2025

Date Filed

Theresa D. Flick
Signature

NOTICE: UNDER PROVISIONS OF FLORIDA STATUTES §112.317, A FAILURE TO MAKE ANY REQUIRED DISCLOSURE CONSTITUTES GROUNDS FOR AND MAY BE PUNISHED BY ONE OR MORE OF THE FOLLOWING: IMPEACHMENT, REMOVAL OR SUSPENSION FROM OFFICE OR EMPLOYMENT, DEMOTION, REDUCTION IN SALARY, REPRIMAND, OR A CIVIL PENALTY NOT TO EXCEED \$10,000.

FORM 8B MEMORANDUM OF VOTING CONFLICT FOR COUNTY, MUNICIPAL, AND OTHER LOCAL PUBLIC OFFICERS

LAST NAME—FIRST NAME—MIDDLE NAME HEMKEN, JOHN - DARYL		NAME OF BOARD, COUNCIL, COMMISSION, AUTHORITY, OR COMMITTEE Citrus Levy Marion Reg. Workforce Dev. Board(CareerSource)	
MAILING ADDRESS 10005 NW 22ND ROAD		THE BOARD, COUNCIL, COMMISSION, AUTHORITY OR COMMITTEE ON WHICH I SERVE IS A UNIT OF:	
CITY GAINESVILLE		COUNTY ALACHUA	<input type="checkbox"/> CITY <input type="checkbox"/> COUNTY <input checked="" type="checkbox"/> OTHER LOCAL AGENCY
DATE ON WHICH VOTE OCCURRED 3/12/2025		NAME OF POLITICAL SUBDIVISION:	
		MY POSITION IS: <input type="checkbox"/> ELECTIVE <input checked="" type="checkbox"/> APPOINTIVE	

WHO MUST FILE FORM 8B

This form is for use by any person serving at the county, city, or other local level of government on an appointed or elected board, council, commission, authority, or committee. It applies to members of advisory and non-advisory bodies who are presented with a voting conflict of interest under Section 112.3143, Florida Statutes.

Your responsibilities under the law when faced with voting on a measure in which you have a conflict of interest will vary greatly depending on whether you hold an elective or appointive position. For this reason, please pay close attention to the instructions on this form before completing and filing the form.

INSTRUCTIONS FOR COMPLIANCE WITH SECTION 112.3143, FLORIDA STATUTES

A person holding elective or appointive county, municipal, or other local public office **MUST ABSTAIN** from voting on a measure which would inure to his or her special private gain or loss. Each elected or appointed local officer also **MUST ABSTAIN** from knowingly voting on a measure which would inure to the special gain or loss of a principal (other than a government agency) by whom he or she is retained (including the parent, subsidiary, or sibling organization of a principal by which he or she is retained); to the special private gain or loss of a relative; or to the special private gain or loss of a business associate. Commissioners of community redevelopment agencies (CRAs) under Sec. 163.356 or 163.357, F.S., and officers of independent special tax districts elected on a one-acre, one-vote basis are not prohibited from voting in that capacity.

For purposes of this law, a "relative" includes only the officer's father, mother, son, daughter, husband, wife, brother, sister, father-in-law, mother-in-law, son-in-law, and daughter-in-law. A "business associate" means any person or entity engaged in or carrying on a business enterprise with the officer as a partner, joint venturer, coowner of property, or corporate shareholder (where the shares of the corporation are not listed on any national or regional stock exchange).

ELECTED OFFICERS:

In addition to abstaining from voting in the situations described above, you must disclose the conflict:

PRIOR TO THE VOTE BEING TAKEN by publicly stating to the assembly the nature of your interest in the measure on which you are abstaining from voting; *and*

WITHIN 15 DAYS AFTER THE VOTE OCCURS by completing and filing this form with the person responsible for recording the minutes of the meeting, who should incorporate the form in the minutes.

APPOINTED OFFICERS:

Although you must abstain from voting in the situations described above, you are not prohibited by Section 112.3143 from otherwise participating in these matters. However, you must disclose the nature of the conflict before making any attempt to influence the decision, whether orally or in writing and whether made by you or at your direction.

IF YOU INTEND TO MAKE ANY ATTEMPT TO INFLUENCE THE DECISION PRIOR TO THE MEETING AT WHICH THE VOTE WILL BE TAKEN:

- You must complete and file this form (before making any attempt to influence the decision) with the person responsible for recording the minutes of the meeting, who will incorporate the form in the minutes. (Continued on page 2)

APPOINTED OFFICERS (continued)

- A copy of the form must be provided immediately to the other members of the agency.
- The form must be read publicly at the next meeting after the form is filed.

IF YOU MAKE NO ATTEMPT TO INFLUENCE THE DECISION EXCEPT BY DISCUSSION AT THE MEETING:

- You must disclose orally the nature of your conflict in the measure before participating.
- You must complete the form and file it within 15 days after the vote occurs with the person responsible for recording the minutes of the meeting, who must incorporate the form in the minutes. A copy of the form must be provided immediately to the other members of the agency, and the form must be read publicly at the next meeting after the form is filed.

DISCLOSURE OF LOCAL OFFICER'S INTEREST

I, JOHN HEMKEN, hereby disclose that on March 12, 20 25 :

(a) A measure came or will come before my agency which (check one or more)

- ☐ inured to my special private gain or loss;
- ☐ inured to the special gain or loss of my business associate, _____ ;
- ☐ inured to the special gain or loss of my relative, _____ ;
- ☐ inured to the special gain or loss of _____, by whom I am retained; or
- ☐ inured to the special gain or loss of _____, which is the parent subsidiary, or sibling organization or subsidiary of a principal which has retained me.

(b) The measure before my agency and the nature of my conflicting interest in the measure is as follows:

TRAINING GRANT FOR THE BUSINESS
THAT I OWN (A&M MANUFACTURING)

If disclosure of specific information would violate confidentiality or privilege pursuant to law or rules governing attorneys, a public officer, who is also an attorney, may comply with the disclosure requirements of this section by disclosing the nature of the interest in such a way as to provide the public with notice of the conflict.

3/12/2025

Date Filed

Signature

NOTICE: UNDER PROVISIONS OF FLORIDA STATUTES §112.317, A FAILURE TO MAKE ANY REQUIRED DISCLOSURE CONSTITUTES GROUNDS FOR AND MAY BE PUNISHED BY ONE OR MORE OF THE FOLLOWING: IMPEACHMENT, REMOVAL OR SUSPENSION FROM OFFICE OR EMPLOYMENT, DEMOTION, REDUCTION IN SALARY, REPRIMAND, OR A CIVIL PENALTY NOT TO EXCEED \$10,000.

FORM 8B MEMORANDUM OF VOTING CONFLICT FOR COUNTY, MUNICIPAL, AND OTHER LOCAL PUBLIC OFFICERS

LAST NAME—FIRST NAME—MIDDLE NAME PAUGH, MARK LEE		NAME OF BOARD, COUNCIL, COMMISSION, AUTHORITY, OR COMMITTEE Citrus Levy Marion Reg. Workforce Dev. Board (CareerSource)	
MAILING ADDRESS 3001 SW College Road		THE BOARD, COUNCIL, COMMISSION, AUTHORITY OR COMMITTEE ON WHICH I SERVE IS A UNIT OF:	
CITY Ocala	COUNTY Marion	<input type="checkbox"/> CITY <input type="checkbox"/> COUNTY <input checked="" type="checkbox"/> OTHER LOCAL AGENCY	
DATE ON WHICH VOTE OCCURRED 3/12/2025		NAME OF POLITICAL SUBDIVISION:	
		MY POSITION IS: <input type="checkbox"/> ELECTIVE <input checked="" type="checkbox"/> APPOINTIVE	

WHO MUST FILE FORM 8B

This form is for use by any person serving at the county, city, or other local level of government on an appointed or elected board, council, commission, authority, or committee. It applies to members of advisory and non-advisory bodies who are presented with a voting conflict of interest under Section 112.3143, Florida Statutes.

Your responsibilities under the law when faced with voting on a measure in which you have a conflict of interest will vary greatly depending on whether you hold an elective or appointive position. For this reason, please pay close attention to the instructions on this form before completing and filing the form.

INSTRUCTIONS FOR COMPLIANCE WITH SECTION 112.3143, FLORIDA STATUTES

A person holding elective or appointive county, municipal, or other local public office **MUST ABSTAIN** from voting on a measure which would inure to his or her special private gain or loss. Each elected or appointed local officer also **MUST ABSTAIN** from knowingly voting on a measure which would inure to the special gain or loss of a principal (other than a government agency) by whom he or she is retained (including the parent, subsidiary, or sibling organization of a principal by which he or she is retained); to the special private gain or loss of a relative; or to the special private gain or loss of a business associate. Commissioners of community redevelopment agencies (CRAs) under Sec. 163.356 or 163.357, F.S., and officers of independent special tax districts elected on a one-acre, one-vote basis are not prohibited from voting in that capacity.

For purposes of this law, a "relative" includes only the officer's father, mother, son, daughter, husband, wife, brother, sister, father-in-law, mother-in-law, son-in-law, and daughter-in-law. A "business associate" means any person or entity engaged in or carrying on a business enterprise with the officer as a partner, joint venturer, coowner of property, or corporate shareholder (where the shares of the corporation are not listed on any national or regional stock exchange).

ELECTED OFFICERS:

In addition to abstaining from voting in the situations described above, you must disclose the conflict:

PRIOR TO THE VOTE BEING TAKEN by publicly stating to the assembly the nature of your interest in the measure on which you are abstaining from voting; *and*

WITHIN 15 DAYS AFTER THE VOTE OCCURS by completing and filing this form with the person responsible for recording the minutes of the meeting, who should incorporate the form in the minutes.

APPOINTED OFFICERS:

Although you must abstain from voting in the situations described above, you are not prohibited by Section 112.3143 from otherwise participating in these matters. However, you must disclose the nature of the conflict before making any attempt to influence the decision, whether orally or in writing and whether made by you or at your direction.

IF YOU INTEND TO MAKE ANY ATTEMPT TO INFLUENCE THE DECISION PRIOR TO THE MEETING AT WHICH THE VOTE WILL BE TAKEN:

- You must complete and file this form (before making any attempt to influence the decision) with the person responsible for recording the minutes of the meeting, who will incorporate the form in the minutes. (Continued on page 2)

APPOINTED OFFICERS (continued)

- A copy of the form must be provided immediately to the other members of the agency.
- The form must be read publicly at the next meeting after the form is filed.

IF YOU MAKE NO ATTEMPT TO INFLUENCE THE DECISION EXCEPT BY DISCUSSION AT THE MEETING:

- You must disclose orally the nature of your conflict in the measure before participating.
- You must complete the form and file it within 15 days after the vote occurs with the person responsible for recording the minutes of the meeting, who must incorporate the form in the minutes. A copy of the form must be provided immediately to the other members of the agency, and the form must be read publicly at the next meeting after the form is filed.

DISCLOSURE OF LOCAL OFFICER'S INTEREST

I, MARK C. PAUGH, hereby disclose that on March 12, 20 25 :

(a) A measure came or will come before my agency which (check one or more)

- ☐ inured to my special private gain or loss;
- ☐ inured to the special gain or loss of my business associate, _____ ;
- ☐ inured to the special gain or loss of my relative, _____ ;
- ☒ inured to the special gain or loss of College of Central Florida, by whom I am retained; or
- ☐ inured to the special gain or loss of _____ , which is the parent subsidiary, or sibling organization or subsidiary of a principal which has retained me.

(b) The measure before my agency and the nature of my conflicting interest in the measure is as follows:

If disclosure of specific information would violate confidentiality or privilege pursuant to law or rules governing attorneys, a public officer, who is also an attorney, may comply with the disclosure requirements of this section by disclosing the nature of the interest in such a way as to provide the public with notice of the conflict.

3/12/2025

Date Filed

Signature

Mark C. Paugh

NOTICE: UNDER PROVISIONS OF FLORIDA STATUTES §112.317, A FAILURE TO MAKE ANY REQUIRED DISCLOSURE CONSTITUTES GROUNDS FOR AND MAY BE PUNISHED BY ONE OR MORE OF THE FOLLOWING: IMPEACHMENT, REMOVAL OR SUSPENSION FROM OFFICE OR EMPLOYMENT, DEMOTION, REDUCTION IN SALARY, REPRIMAND, OR A CIVIL PENALTY NOT TO EXCEED \$10,000.

FORM 8B MEMORANDUM OF VOTING CONFLICT FOR COUNTY, MUNICIPAL, AND OTHER LOCAL PUBLIC OFFICERS

LAST NAME—FIRST NAME—MIDDLE NAME Suor, Edward		NAME OF BOARD, COUNCIL, COMMISSION, AUTHORITY, OR COMMITTEE Citrus Levy Marion Reg. Workforce Dev. Board(CareerSource)	
MAILING ADDRESS 190 SE 110th Terrace		THE BOARD, COUNCIL, COMMISSION, AUTHORITY OR COMMITTEE ON WHICH I SERVE IS A UNIT OF:	
CITY Williston	COUNTY Levy	<input type="checkbox"/> CITY <input type="checkbox"/> COUNTY <input checked="" type="checkbox"/> OTHER LOCAL AGENCY	
DATE ON WHICH VOTE OCCURRED 3/12/2025		NAME OF POLITICAL SUBDIVISION:	
		MY POSITION IS:	
		<input type="checkbox"/> ELECTIVE <input checked="" type="checkbox"/> APPOINTEE	

WHO MUST FILE FORM 8B

This form is for use by any person serving at the county, city, or other local level of government on an appointed or elected board, council, commission, authority, or committee. It applies to members of advisory and non-advisory bodies who are presented with a voting conflict of interest under Section 112.3143, Florida Statutes.

Your responsibilities under the law when faced with voting on a measure in which you have a conflict of interest will vary greatly depending on whether you hold an elective or appointive position. For this reason, please pay close attention to the instructions on this form before completing and filing the form.

INSTRUCTIONS FOR COMPLIANCE WITH SECTION 112.3143, FLORIDA STATUTES

A person holding elective or appointive county, municipal, or other local public office **MUST ABSTAIN** from voting on a measure which would inure to his or her special private gain or loss. Each elected or appointed local officer also **MUST ABSTAIN** from knowingly voting on a measure which would inure to the special gain or loss of a principal (other than a government agency) by whom he or she is retained (including the parent, subsidiary, or sibling organization of a principal by which he or she is retained); to the special private gain or loss of a relative; or to the special private gain or loss of a business associate. Commissioners of community redevelopment agencies (CRAs) under Sec. 163.356 or 163.357, F.S., and officers of independent special tax districts elected on a one-acre, one-vote basis are not prohibited from voting in that capacity.

For purposes of this law, a "relative" includes only the officer's father, mother, son, daughter, husband, wife, brother, sister, father-in-law, mother-in-law, son-in-law, and daughter-in-law. A "business associate" means any person or entity engaged in or carrying on a business enterprise with the officer as a partner, joint venturer, coowner of property, or corporate shareholder (where the shares of the corporation are not listed on any national or regional stock exchange).

* * * * *

ELECTED OFFICERS:

In addition to abstaining from voting in the situations described above, you must disclose the conflict:

PRIOR TO THE VOTE BEING TAKEN by publicly stating to the assembly the nature of your interest in the measure on which you are abstaining from voting; *and*

WITHIN 15 DAYS AFTER THE VOTE OCCURS by completing and filing this form with the person responsible for recording the minutes of the meeting, who should incorporate the form in the minutes.

* * * * *

APPOINTED OFFICERS:

Although you must abstain from voting in the situations described above, you are not prohibited by Section 112.3143 from otherwise participating in these matters. However, you must disclose the nature of the conflict before making any attempt to influence the decision, whether orally or in writing and whether made by you or at your direction.

IF YOU INTEND TO MAKE ANY ATTEMPT TO INFLUENCE THE DECISION PRIOR TO THE MEETING AT WHICH THE VOTE WILL BE TAKEN:

- You must complete and file this form (before making any attempt to influence the decision) with the person responsible for recording the minutes of the meeting, who will incorporate the form in the minutes. (Continued on page 2)

APPOINTED OFFICERS (continued)

- A copy of the form must be provided immediately to the other members of the agency.
- The form must be read publicly at the next meeting after the form is filed.

IF YOU MAKE NO ATTEMPT TO INFLUENCE THE DECISION EXCEPT BY DISCUSSION AT THE MEETING:

- You must disclose orally the nature of your conflict in the measure before participating.
- You must complete the form and file it within 15 days after the vote occurs with the person responsible for recording the minutes of the meeting, who must incorporate the form in the minutes. A copy of the form must be provided immediately to the other members of the agency, and the form must be read publicly at the next meeting after the form is filed.

DISCLOSURE OF LOCAL OFFICER'S INTEREST

I, Edward Suor, hereby disclose that on March 12, 20 25 :

(a) A measure came or will come before my agency which (check one or more)

- ☐ inured to my special private gain or loss;
- ☐ inured to the special gain or loss of my business associate, _____ ;
- ☐ inured to the special gain or loss of my relative, _____ ;
- ☐ inured to the special gain or loss of _____ , by whom I am retained; or
- ☐ inured to the special gain or loss of _____ , which is the parent subsidiary, or sibling organization or subsidiary of a principal which has retained me.

(b) The measure before my agency and the nature of my conflicting interest in the measure is as follows:

Board member of CareerSource CLM and Nature Coast Development Council

If disclosure of specific information would violate confidentiality or privilege pursuant to law or rules governing attorneys, a public officer, who is also an attorney, may comply with the disclosure requirements of this section by disclosing the nature of the interest in such a way as to provide the public with notice of the conflict.

3/12/2025

Date Filed



Digitally signed by Edward W. Suor
DN: cn=Edward W. Suor, o=Vantage Point
Network Systems, ou=Administration,
email=EdWSuor@VPNSystems.com, c=US
Date: 2025.03.20 07:17:43 -04'00'

Signature

NOTICE: UNDER PROVISIONS OF FLORIDA STATUTES §112.317, A FAILURE TO MAKE ANY REQUIRED DISCLOSURE CONSTITUTES GROUNDS FOR AND MAY BE PUNISHED BY ONE OR MORE OF THE FOLLOWING: IMPEACHMENT, REMOVAL OR SUSPENSION FROM OFFICE OR EMPLOYMENT, DEMOTION, REDUCTION IN SALARY, REPRIMAND, OR A CIVIL PENALTY NOT TO EXCEED \$10,000.

FORM 8B MEMORANDUM OF VOTING CONFLICT FOR COUNTY, MUNICIPAL, AND OTHER LOCAL PUBLIC OFFICERS

LAST NAME—FIRST NAME—MIDDLE NAME Whitehouse, Benjamin Paul		NAME OF BOARD, COUNCIL, COMMISSION, AUTHORITY, OR COMMITTEE Citrus Levy Marion Reg. Workforce Dev. Board(CareerSource)	
MAILING ADDRESS 3901 SE 9th Avenue		THE BOARD, COUNCIL, COMMISSION, AUTHORITY OR COMMITTEE ON WHICH I SERVE IS A UNIT OF:	
CITY Ocala	COUNTY Marion	<input type="checkbox"/> CITY <input type="checkbox"/> COUNTY <input checked="" type="checkbox"/> OTHER LOCAL AGENCY	
DATE ON WHICH VOTE OCCURRED 3/12/2025		NAME OF POLITICAL SUBDIVISION:	
		MY POSITION IS:	
		<input type="checkbox"/> ELECTIVE <input checked="" type="checkbox"/> APPOINTIVE	

WHO MUST FILE FORM 8B

This form is for use by any person serving at the county, city, or other local level of government on an appointed or elected board, council, commission, authority, or committee. It applies to members of advisory and non-advisory bodies who are presented with a voting conflict of interest under Section 112.3143, Florida Statutes.

Your responsibilities under the law when faced with voting on a measure in which you have a conflict of interest will vary greatly depending on whether you hold an elective or appointive position. For this reason, please pay close attention to the instructions on this form before completing and filing the form.

INSTRUCTIONS FOR COMPLIANCE WITH SECTION 112.3143, FLORIDA STATUTES

A person holding elective or appointive county, municipal, or other local public office **MUST ABSTAIN** from voting on a measure which would inure to his or her special private gain or loss. Each elected or appointed local officer also **MUST ABSTAIN** from knowingly voting on a measure which would inure to the special gain or loss of a principal (other than a government agency) by whom he or she is retained (including the parent, subsidiary, or sibling organization of a principal by which he or she is retained); to the special private gain or loss of a relative; or to the special private gain or loss of a business associate. Commissioners of community redevelopment agencies (CRAs) under Sec. 163.356 or 163.357, F.S., and officers of independent special tax districts elected on a one-acre, one-vote basis are not prohibited from voting in that capacity.

For purposes of this law, a "relative" includes only the officer's father, mother, son, daughter, husband, wife, brother, sister, father-in-law, mother-in-law, son-in-law, and daughter-in-law. A "business associate" means any person or entity engaged in or carrying on a business enterprise with the officer as a partner, joint venturer, coowner of property, or corporate shareholder (where the shares of the corporation are not listed on any national or regional stock exchange).

* * * * *

ELECTED OFFICERS:

In addition to abstaining from voting in the situations described above, you must disclose the conflict:

PRIOR TO THE VOTE BEING TAKEN by publicly stating to the assembly the nature of your interest in the measure on which you are abstaining from voting; *and*

WITHIN 15 DAYS AFTER THE VOTE OCCURS by completing and filing this form with the person responsible for recording the minutes of the meeting, who should incorporate the form in the minutes.

* * * * *

APPOINTED OFFICERS:

Although you must abstain from voting in the situations described above, you are not prohibited by Section 112.3143 from otherwise participating in these matters. However, you must disclose the nature of the conflict before making any attempt to influence the decision, whether orally or in writing and whether made by you or at your direction.

IF YOU INTEND TO MAKE ANY ATTEMPT TO INFLUENCE THE DECISION PRIOR TO THE MEETING AT WHICH THE VOTE WILL BE TAKEN:

- You must complete and file this form (before making any attempt to influence the decision) with the person responsible for recording the minutes of the meeting, who will incorporate the form in the minutes. (Continued on page 2)

APPOINTED OFFICERS (continued)

- A copy of the form must be provided immediately to the other members of the agency.
- The form must be read publicly at the next meeting after the form is filed.

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DISCLOSURE OF LOCAL OFFICER'S INTEREST

I, Benjamin Whitehouse, hereby disclose that on March 12, 20 25 :

(a) A measure came or will come before my agency which (check one or more)

- ☐ inured to my special private gain or loss;
- ☐ inured to the special gain or loss of my business associate, _____ ;
- ☐ inured to the special gain or loss of my relative, _____ ;
- ☒ inured to the special gain or loss of Marion County Public Schools, by
whom I am retained; or
- ☐ inured to the special gain or loss of _____, which
is the parent subsidiary, or sibling organization or subsidiary of a principal which has retained me.

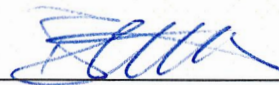
(b) The measure before my agency and the nature of my conflicting interest in the measure is as follows:

Facility usage and rental fees to include costs for employee tuition.

If disclosure of specific information would violate confidentiality or privilege pursuant to law or rules governing attorneys, a public officer, who is also an attorney, may comply with the disclosure requirements of this section by disclosing the nature of the interest in such a way as to provide the public with notice of the conflict.

3/12/2025

Date Filed


Signature

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FORM 8B MEMORANDUM OF VOTING CONFLICT FOR COUNTY, MUNICIPAL, AND OTHER LOCAL PUBLIC OFFICERS

LAST NAME—FIRST NAME—MIDDLE NAME <i>Whiteman, Brandon</i>		NAME OF BOARD, COUNCIL, COMMISSION, AUTHORITY, OR COMMITTEE Citrus Levy Marion Reg. Workforce Dev. Board(CareerSource)	
MAILING ADDRESS <i>3211 SE 18th Ct</i>		THE BOARD, COUNCIL, COMMISSION, AUTHORITY OR COMMITTEE ON WHICH I SERVE IS A UNIT OF:	
CITY <i>Ocala</i>	COUNTY <i>Marion</i>	<input type="checkbox"/> CITY <input type="checkbox"/> COUNTY <input checked="" type="checkbox"/> OTHER LOCAL AGENCY	
DATE ON WHICH VOTE OCCURRED 3/12/2025		NAME OF POLITICAL SUBDIVISION:	
		MY POSITION IS: <input type="checkbox"/> ELECTIVE <input checked="" type="checkbox"/> APPOINTIVE	

WHO MUST FILE FORM 8B

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For purposes of this law, a "relative" includes only the officer's father, mother, son, daughter, husband, wife, brother, sister, father-in-law, mother-in-law, son-in-law, and daughter-in-law. A "business associate" means any person or entity engaged in or carrying on a business enterprise with the officer as a partner, joint venturer, coowner of property, or corporate shareholder (where the shares of the corporation are not listed on any national or regional stock exchange).

ELECTED OFFICERS:

In addition to abstaining from voting in the situations described above, you must disclose the conflict:

PRIOR TO THE VOTE BEING TAKEN by publicly stating to the assembly the nature of your interest in the measure on which you are abstaining from voting; *and*

WITHIN 15 DAYS AFTER THE VOTE OCCURS by completing and filing this form with the person responsible for recording the minutes of the meeting, who should incorporate the form in the minutes.

APPOINTED OFFICERS:

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APPOINTED OFFICERS (continued)

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- You must disclose orally the nature of your conflict in the measure before participating.
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DISCLOSURE OF LOCAL OFFICER'S INTEREST

I, Brad Whitman, hereby disclose that on March 12, 20 25:

(a) A measure came or will come before my agency which (check one or more)

- ☒ inured to my special private gain or loss;
- ☐ inured to the special gain or loss of my business associate, _____;
- ☐ inured to the special gain or loss of my relative, _____;
- ☐ inured to the special gain or loss of _____, by whom I am retained; or
- ☐ inured to the special gain or loss of _____, which is the parent subsidiary, or sibling organization or subsidiary of a principal which has retained me.


(b) The measure before my agency and the nature of my conflicting interest in the measure is as follows:

Board member CLM and partner of Apex Insurance Advisors

If disclosure of specific information would violate confidentiality or privilege pursuant to law or rules governing attorneys, a public officer, who is also an attorney, may comply with the disclosure requirements of this section by disclosing the nature of the interest in such a way as to provide the public with notice of the conflict.

3/12/2025

Date Filed


Signature

NOTICE: UNDER PROVISIONS OF FLORIDA STATUTES §112.317, A FAILURE TO MAKE ANY REQUIRED DISCLOSURE CONSTITUTES GROUNDS FOR AND MAY BE PUNISHED BY ONE OR MORE OF THE FOLLOWING: IMPEACHMENT, REMOVAL OR SUSPENSION FROM OFFICE OR EMPLOYMENT, DEMOTION, REDUCTION IN SALARY, REPRIMAND, OR A CIVIL PENALTY NOT TO EXCEED \$10,000.



RECORD OF ACTION/APPROVAL

**Board Meeting
Wednesday, March 12, 2025**

**Performance Committee
Wednesday, February 4, 2025**

TOPIC/ISSUE:

Performance Negotiations

BACKGROUND:

Every two years the local workforce development boards negotiate with FloridaCommerce on our annual performance measures for the Adult, Dislocated Worker (DW), Youth and Wagner Peyser programs. We received the proposed goals based on a Statistical Adjustment Model from FloridaCommerce on September 18th for the current and upcoming program years: 2024-2025 and 2025-2026. The regions were instructed to respond with acceptance or intent to negotiate by September 25th, with all negotiations to take place prior to September 27th. We notified FloridaCommerce of our intent to negotiate on September 24th. Due to the hurricanes, our negotiations did not take place until October 30th. We negotiated on 5 of the 18 goals. FloridaCommerce accepted 4 of our counteroffers and met in the middle on the 5th.

POINTS OF CONSIDERATION:

- For program year 24-25 we are proposing slight decreases in three Adult Measures and two DW measures. This is based on average performance in our area and areas of similar size and funding, as well as reduced DW caseloads. FloridaCommerce accepted 4 of these counters and requested we come up slightly on the Adult Median Wage goal. We agreed.
- For program year 25-26 all measures will remain the same as year one with slight increases in 3 Adult measures and 1 DW Measure.

STAFF RECOMMENDATIONS:

Approve performance negotiations based on the following charts for program years 24-25 and 25-26.

COMMITTEE ACTION:

Theresa Flick made a motion to approve the negotiated performance measures. Fred Morgan seconded the motion. Motion carried.

BOARD ACTION:

This item appeared the March 12, 2025, Board meeting consent agenda. Darlene Goddard made a motion to approve all consent agenda items. Theresa Flick seconded the motion. Motion carried.



RECORD OF ACTION/APPROVAL

Board Meeting, Wednesday, March 12, 2025
Career Center, Thursday, February 20, 2025
Performance Committee, Wednesday, February 4, 2025

TOPIC/ISSUE:

Eckerd Connects Contract Performance and Budget Modification

BACKGROUND:

The update to our negotiated performance measures requires a modification to our contract with Eckerd Connects, our youth services provider, to reflect the updated youth goals negotiated with FloridaCommerce.

Additionally, grant funding for Career Exploration was awarded to CSCLM in fall of 2024 in the amount of \$250,000. The funds are good through June 30th, 2026. We have been working with the Marion County Building Industry Association and Marion County Public Schools on their new Construction Pre-Apprenticeship program. We feel part of these Career Exploration funds would be useful in funding Paid Work Experience activities for these pre-apprentices so they can learn more about the Construction industry and subsectors of interest. This would cover a 4-week summer program for up to 19 students and would be managed by Eckerd Connects. This requires a modification to their budget in the amount of \$104,107 to allow them to begin using Career Exploration funds for this project.

Finally, our fifth YouthBuild grant was awarded this year, and Eckerd will once again be our provider of youth training services to students. This requires a modification on their current contract in the amount of \$147,000 to allow them to begin using YouthBuild funds this program year as they will enroll their first cohort this spring.

POINTS OF CONSIDERATION:

Funding in the amount of \$104,107 will be obligated to the Eckerd Connects annual youth service provider contract for Career Exploration and \$147,000 will be obligated for YouthBuild for a total of \$251,107.

All five Youth Common Indicators of Performance Measures will be updated to reflect a slight increase in Measurable Skills Gains from 81% to 82.6% and decreases in the remaining four measures as outlined in the attachment below.

STAFF RECOMMENDATIONS:

Approve a budget modification in the total amount of \$251,107 and a performance modification to the five Youth Common Indicators of Performance Measures as negotiated with FloridaCommerce.

COMMITTEE ACTION:

Performance: Theresa Flick made a motion to accept the budgetary adjustments for the two grants and the additional performance measures. Fred Morgan seconded the motion. Motion carried.

Career Center: Angela Juaristic made a motion to accept budgetary adjustments for the two grants and the additional performance measures. Arno Proctor seconded the motion. Motion carried.

BOARD ACTION:

This item appeared the March 12, 2025, Board meeting consent agenda. Darlene Goddard made a motion to approve all consent agenda items. Theresa Flick seconded the motion. Motion carried.

DRAFT



RECORD OF ACTION/APPROVAL

**Board Meeting
Wednesday, March 12, 2025**

**Business and Economic Development Meeting
Wednesday, February 5, 2025**

TOPIC/ISSUE:

Acceptance of YouthBuild grant award.

BACKGROUND:

Last fall we submitted an application for the next round of YouthBuild funding. The grant application was in the amount of \$1,058,208. This is a 40-month grant and will serve 48 young adults and will result in the construction of four homes in partnership with Habitat for Humanity.

POINTS OF CONSIDERATION:

We were notified on December 12, 2024, that we were selected as one of the 71 projects selected nationwide.

STAFF RECOMMENDATIONS:

Approve acceptance of the YouthBuild grant.

COMMITTEE ACTION:

Heather Shubirg made a motion to accept and proceed with the grant and implement the program. Phillip Geist seconded the motion. Motion carried.

BOARD ACTION:

This item appeared the March 12, 2025, Board meeting consent agenda. Darlene Goddard made a motion to approve all consent agenda items. Theresa Flick seconded the motion. Motion carried.



RECORD OF ACTION/APPROVAL

Board Meeting, Wednesday, March 12, 2025
Marketing Committee, Wednesday, February 12, 2025

TOPIC/ISSUE:

Website Development RFP

BACKGROUND:

A request for proposals was released on December 12, 2024, for website development proposals. Five (5) proposals were received. A team of five reviewers composed of sr. leadership reviewed and ranked the proposals. The top two (2) proposals were interviewed on Tuesday, January 28. An aggregated scoring sheet is attached for reference.

POINTS OF CONSIDERATION:

Ahex Technologies and Appleton Creative were the top two proposals. Each was interviewed and the aggregated scoring for all categories for each reviewer total:

Ahex Technologies:	72.6 out of 100 possible points
Appleton Creative:	89 out of 100 possible points

STAFF RECOMMENDATIONS:

Proceed with an agreement with Appleton Creative for website development.

COMMITTEE ACTION:

Kathy Judkins made a motion to proceed with an agreement with Appleton Creative for website development. John Murphy seconded the motion. Motion carried.

BOARD ACTION:

This item appeared the March 12, 2025, Board meeting consent agenda. Darlene Goddard made a motion to approve all consent agenda items. Theresa Flick seconded the motion. Motion carried.



RECORD OF ACTION/APPROVAL

Board Meeting, Wednesday, March 12, 2025
Career Center, Thursday, February 20, 2025
Performance Committee, Wednesday, February 4, 2025

TOPIC/ISSUE:

Eckerd Connects Contract Performance and Budget Modification

BACKGROUND:

The update to our negotiated performance measures requires a modification to our contract with Eckerd Connects, our youth services provider, to reflect the updated youth goals negotiated with FloridaCommerce.

Additionally, grant funding for Career Exploration was awarded to CSCLM in fall of 2024 in the amount of \$250,000. The funds are good through June 30th, 2026. We have been working with the Marion County Building Industry Association and Marion County Public Schools on their new Construction Pre-Apprenticeship program. We feel part of these Career Exploration funds would be useful in funding Paid Work Experience activities for these pre-apprentices so they can learn more about the Construction industry and subsectors of interest. This would cover a 4-week summer program for up to 19 students and would be managed by Eckerd Connects. This requires a modification to their budget in the amount of \$104,107 to allow them to begin using Career Exploration funds for this project.

Finally, our fifth YouthBuild grant was awarded this year, and Eckerd will once again be our provider of youth training services to students. This requires a modification on their current contract in the amount of \$147,000 to allow them to begin using YouthBuild funds this program year as they will enroll their first cohort this spring.

POINTS OF CONSIDERATION:

Funding in the amount of \$104,107 will be obligated to the Eckerd Connects annual youth service provider contract for Career Exploration and \$147,000 will be obligated for YouthBuild for a total of \$251,107.

All five Youth Common Indicators of Performance Measures will be updated to reflect a slight increase in Measurable Skills Gains from 81% to 82.6% and decreases in the remaining four measures as outlined in the attachment below.

STAFF RECOMMENDATIONS:

Approve a budget modification in the total amount of \$251,107 and a performance modification to the five Youth Common Indicators of Performance Measures as negotiated with FloridaCommerce.

COMMITTEE ACTION:

Performance: Theresa Flick made a motion to accept the budgetary adjustments for the two grants and the additional performance measures. Fred Morgan seconded the motion. Motion carried.

Career Center: Angela Juaristic made a motion to accept budgetary adjustments for the two grants and the additional performance measures. Arno Proctor seconded the motion. Motion carried.

BOARD ACTION:

This item appeared the March 12, 2025, Board meeting consent agenda. Darlene Goddard made a motion to approve all consent agenda items. Theresa Flick seconded the motion. Motion carried.

DRAFT



RECORD OF ACTION/APPROVAL

Board Meeting, Wednesday, March 12, 2025
Career Center Committee, Thursday, February 20, 2025

TOPIC/ISSUE:

Lecanto Lease Renewal

BACKGROUND:

We currently lease three consecutive units in Lecanto, 683/687/691 S Adolph Point, under a one-year lease agreement which expired December 2024. We currently pay \$5,500 per month.

The ownership group from which we lease the property has offered at three-year lease renewal option at \$5,440 per month, a 5% discount, or a one-year lease at \$5,725 per month, a 4.1% increase from 2024.

We are proposing a three-year lease renewal of the three units at a total cost of \$5,440 per month:

3 Year Rental Rate:	Unit #683:	\$2,040
	Unit #687:	\$1,750
	Unit #691:	\$1,650
		=====
	Total Monthly:	\$5,440

POINTS OF CONSIDERATION:

The three-year rental rate offers a 5% discount, \$60 less per month than the 2024 rate.

STAFF RECOMMENDATIONS:

Approve renewing the Lecanto lease for the three-year term noted above.

COMMITTEE ACTION:

Arno Proctor made a motion to move forward with the three-year lease for the Lecanto center. Angela Juaristic seconded the motion. Motion carried.

BOARD ACTION:

This item appeared the March 12, 2025, Board meeting consent agenda. Darlene Goddard made a motion to approve all consent agenda items. Theresa Flick seconded the motion. Motion carried.



RECORD OF ACTION/APPROVAL

Board Meeting, Wednesday, March 12, 2025
Executive Committee, Wednesday, February 26, 2025

TOPIC/ISSUE:

YouthBuild grant award

BACKGROUND:

We have been notified that we have been awarded another round of YouthBuild grant funding.

POINTS OF CONSIDERATION:

This grant cycle includes funding for 48 participants and will result in the construction of four (4) homes through our partnership with Habitat for Humanity. The grant includes a four-month planning period, 24 months of performance and 12 months of follow-up.

The official start date of the grant is February 1, 2025. Funding in the amount of \$1,058,208.00 has been approved.

STAFF RECOMMENDATIONS:

Accept funding in the amount of \$1,058,208.00

COMMITTEE ACTION:

Al Jones approved the funding for the YouthBuild grant. Pete Beasley seconded the motion. Motion carried.

BOARD ACTION:

This item appeared the March 12, 2025, Board meeting consent agenda. Darlene Goddard made a motion to approve all consent agenda items. Theresa Flick seconded the motion. Motion carried.



RECORD OF ACTION/APPROVAL

Board Meeting, Wednesday, March 12, 2025
Executive Committee, Wednesday, February 26, 2025

TOPIC/ISSUE:

Joint Auditing Services RFP

BACKGROUND:

CareerSource Citrus Levy Marion and CareerSource North Florida have an existing agreement that establishes a joint financial relationship with regard to the accounting and reporting for both organizations. We are required to have a third party conduct annual auditing of our financial record keeping and accounting principles. We will need to release a Request for Proposals to solicit accounting firms that are capable of conducting such audits. This RFP requests a firm that can conduct the auditing for both CareerSource Citrus Levy Marion and CareerSource North Florida. Our current contract for auditing services ends on June 30, 2025.

POINTS OF CONSIDERATION:

This RFP will solicit proposals that will result in a contract of services. CareerSource North Florida will have the option of using this RFP to establish their contract as well. Staff will submit the proposals to the Executive Committee for review and selection at the next scheduled meeting.

STAFF RECOMMENDATIONS:

Approve release of a Request for Proposals for Joint Sub-Recipient Auditing services.

COMMITTEE ACTION:

Charles Harris made a motion to release a request for proposal for auditing services. Fred Morgan seconded the motion. Motion carried.

BOARD ACTION:

This item appeared the March 12, 2025, Board meeting consent agenda. Darlene Goddard made a motion to approve all consent agenda items. Theresa Flick seconded the motion. Motion carried.

BOARD MEMBERSHIP TERMS - May 2025

WORKFORCE REP(20%)=8 MEMBERS (AT 33 TOTAL)						
	SECTOR	Industry Sector	NAME	APPOINTED	LENGTH	TERM EXPIRES
1	Apprenticeship	Uniton	Fred Morgan	7/1/2021	8	2029
2	CBO/ Barriers	Non-Profit	Theresa Flick	7/1/2021	8	2029
3	CBO/ Barriers	Non-Profit	Charles Harris	7/1/2021	5	2029
4	CBO/Barriers-Vet	Veteran's Programs	Vacant		7	2028
5	Labor	Union	Fred Morgan	7/1/2021	8	2029
6	Labor	Union	Andy Starling	7/1/2021	8	2029
7	Youth Serving Organization	DCF	Jorge Martinez	7/1/2021	6	2027
8	Youth Serving Organization	Education	Tamara Boyle	5/1/2025	5	2029
GOVERNMENT/ EDC 4 SEATS						
9	Economic Development	Economic Development	Steven Baham	9/30/2024	5	2026
10	Economic Development	Economic Development	Dean Blinkhorn	5/1/2025	5	2026
11	Trans/ Public Housing	Housing	Angela Juraristic	6/21/2023	6	2027
12	Voc Rehab	Voc Rehab	Jennifer Roach	1/22/2025	8	2029
EDUCATION 4 SEATS						
13	Education-Adult	Education	Ben Whitehouse	7/1/2021	6	2027
14	Education-Higher Private	Education	Pete Beasley	7/1/2021	8	2029
15	Education-Higher Public	Education	Mark Paugh	7/1/2021	5	2026
16	Education-School District	Education	Debra Stanley	7/1/2021	7	2028
PRIVATE SECTOR 17 SEATS						
17	Private Sector	Retail	Al Jones	7/1/2021	7	2028
18	Private Sector	Real Estate	Kevin Cunningham	7/1/2021	5	2026
19	Private Sector	Construction	Larry White	6/21/2023	7	2028
20	Private Sector	Publishing	John Murphy	7/1/2021	7	2028
21	Private Sector	Energy	Staci Bertrand	6/21/2023	8	2029
22	Private Sector	Finance	Carl Flanagan	7/1/2021	5	2026
23	Private Sector	Manufacturing	Arno Proctor	7/1/2021	8	2029
24	Private Sector		Vacant		6	2027
25	Private Sector	Manufacturing	John Hemken	7/1/2021	7	2028
26	Private Sector	Banking	Steven Weinstein	9/30/2024	5	2026
27	Private Sector	Technology	Edward Suor	1/22/2025	5	2026
28	Private Sector	Insurance	Brandon Whiteman	7/1/2021	6	2027
29	Private Sector	Manufacturing	Darlene Goddard	7/1/2021	5	2026
30	Private Sector	Manufacturing	Jeff Chang	7/1/2021	7	2028
31	Private Sector	Energy	Kathy Judkins	7/1/2021	5	2026
32	Private Sector	Manufacturing	Pat Reddish	7/1/2021	6	2027
33	Private Sector	Retail	Equilla Wheeler	7/1/2021	7	2028



RECORD OF ACTION/APPROVAL

Board Meeting, Wednesday, June 4, 2025
Executive Committee, Wednesday, May 28, 2025

TOPIC/ISSUE:

2025 Workforce Champion Nomination

BACKGROUND:

Our recognition program underwent several changes in 2022 due to responses received from the annual employee survey. One of those changes included the Executive Committee/Board to make the final selection of our Workforce Champion that will be recognized during the 2025 Workforce Professional Summit in Orlando Florida September 8-10.

POINTS OF CONSIDERATION:

Our management team has narrowed the possible selection to two staff members. A presentation has been prepared to present the details of each nomination.

STAFF RECOMMENDATIONS:

Executive Committee members are asked to make a selection from the two presentations provided.

COMMITTEE ACTION:

Brandon Whiteman made a motion to select a staff member as the 2025 CareerSource CLM Champion. Al Jones seconded the motion. Motion carried.

BOARD ACTION:



RECORD OF ACTION/APPROVAL

Board Meeting, Wednesday, June 4, 2025
Executive Committee, Wednesday, May 28, 2025

TOPIC/ISSUE:

Preliminary 2025-2026 Budget

BACKGROUND:

Attached is the proposed budget for the 2025-2026 program year.

POINTS OF CONSIDERATION:

This budget is based on the following:

- Estimated carry forward funds from current year grants.

STAFF RECOMMENDATIONS:

Approve preliminary 2025-2026 budget.

COMMITTEE ACTION:

Al Jones made a motion to approve the preliminary 2025-2026 budget. Charles Harris seconded the motion. Motion carried.

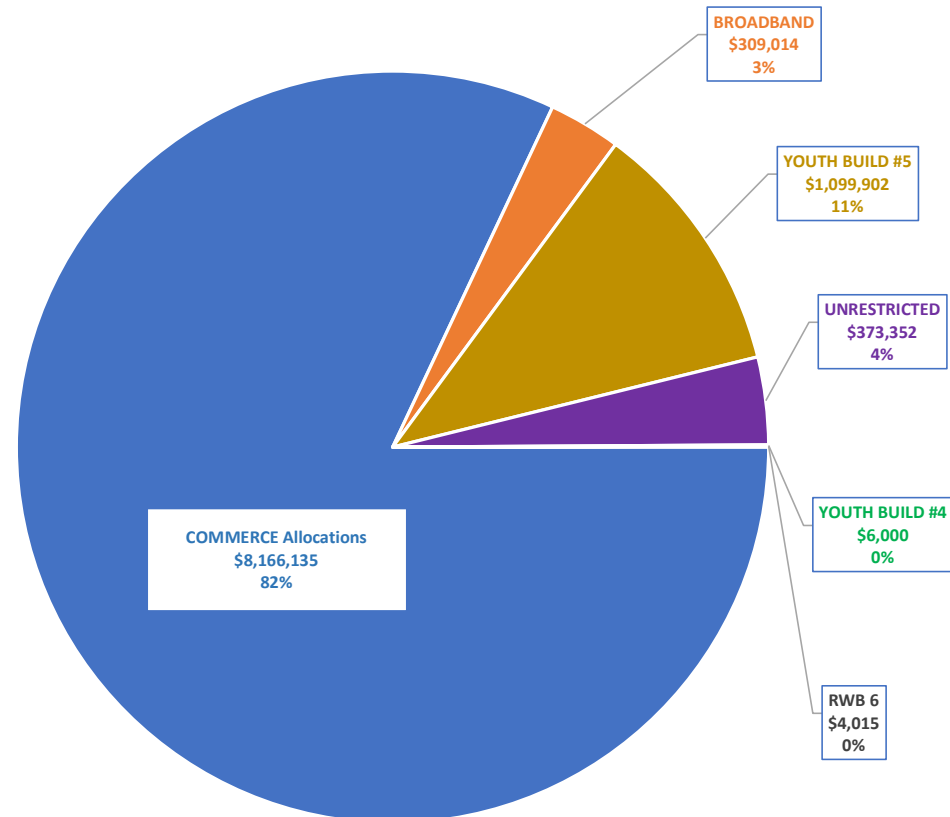
BOARD ACTION:

REVENUE RESOURCES

\$9.96 M

COMMERCE ALLOCATIONS	
ADULT	\$2,781,621
YOUTH	\$1,258,839
DISLOCATED WORKER	\$850,482
WAGNER PEYSER	\$294,609
WTP	\$2,105,775
SNAP	\$149,990
VETS	\$30,184
REA	\$151,765
OTHER	\$542,870
TOTAL Commerce Allocations	\$8,166,135

REVENUES



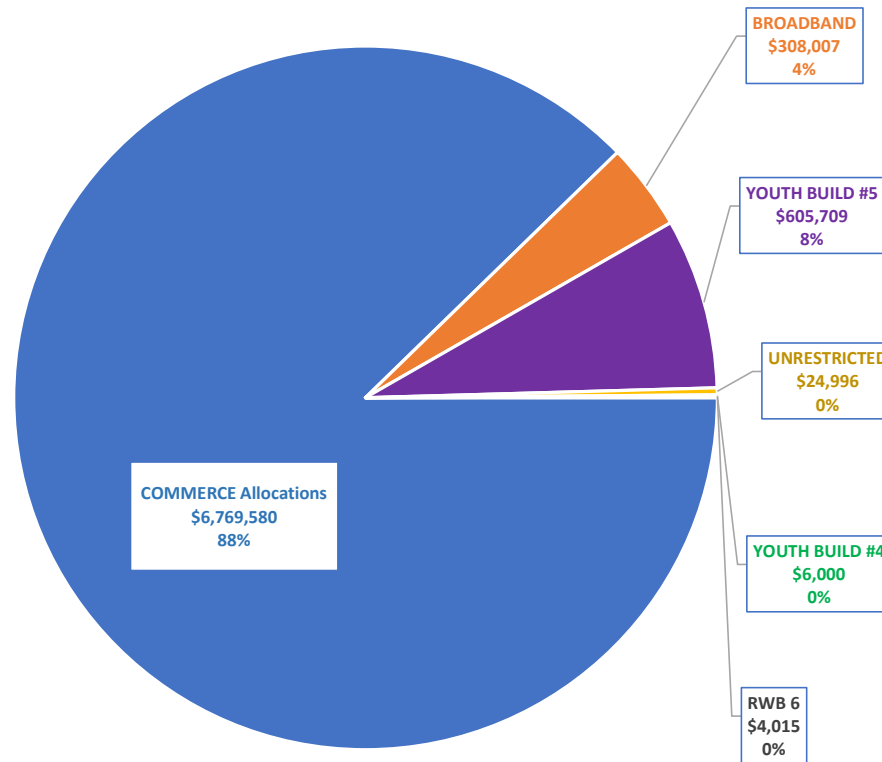
TOTAL REVENUE = \$9,958,418

BUDGET EXPENDITURES

\$7.72 M

COMMERCE ALLOCATIONS	
ADULT	\$2,619,710
YOUTH	\$1,254,150
DISLOCATED WORKER	\$694,550
WAGNER PEYSER	\$114,166
WTP	\$1,360,467
SNAP	\$149,039
VETS	\$14,080
REA	\$30,812
OTHER	\$532,606
TOTAL Commerce Allocations	\$6,769,580

EXPENDITURES



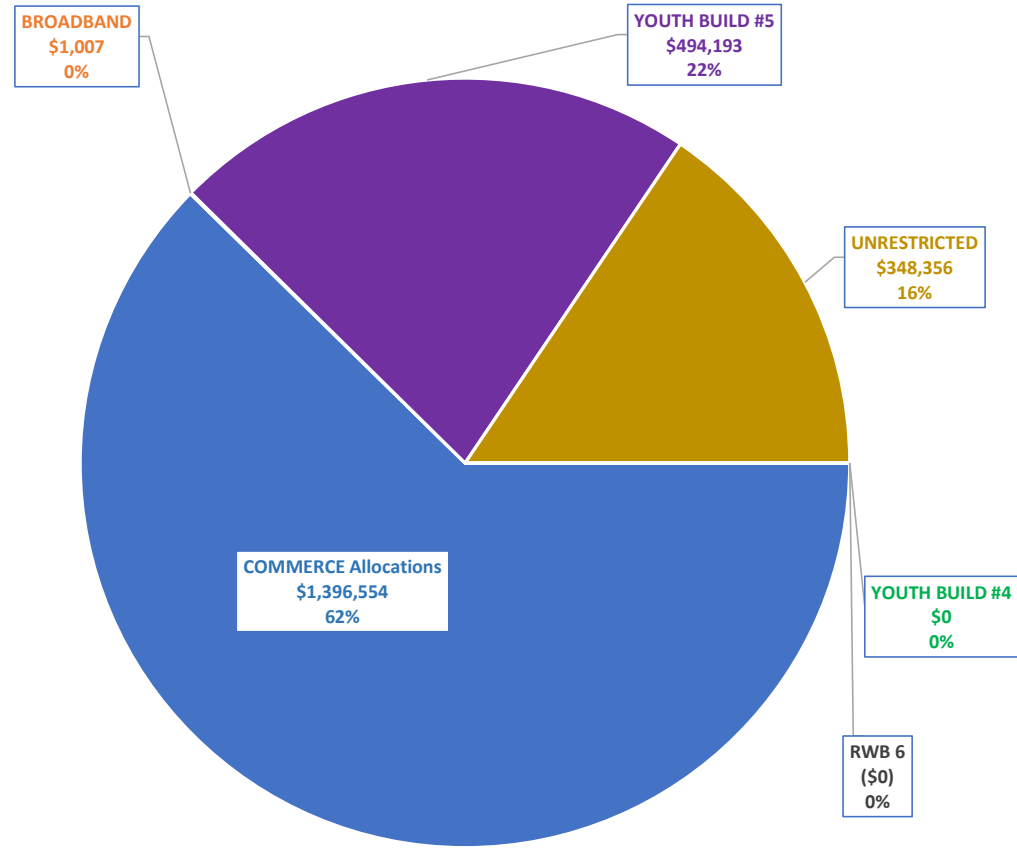
Budget Expenditures = \$7,718,308

BUDGETED BALANCE

\$2.24 M

COMMERCE ALLOCATIONS	
ADULT	\$161,911
YOUTH	\$4,689
DISLOCATED WORKER	\$155,932
WAGNER PEYSER	\$180,443
WTP	\$745,308
SNAP	\$951
VETS	\$16,104
REA	\$120,953
OTHER	\$10,264
TOTAL Commerce Allocations	\$1,396,554

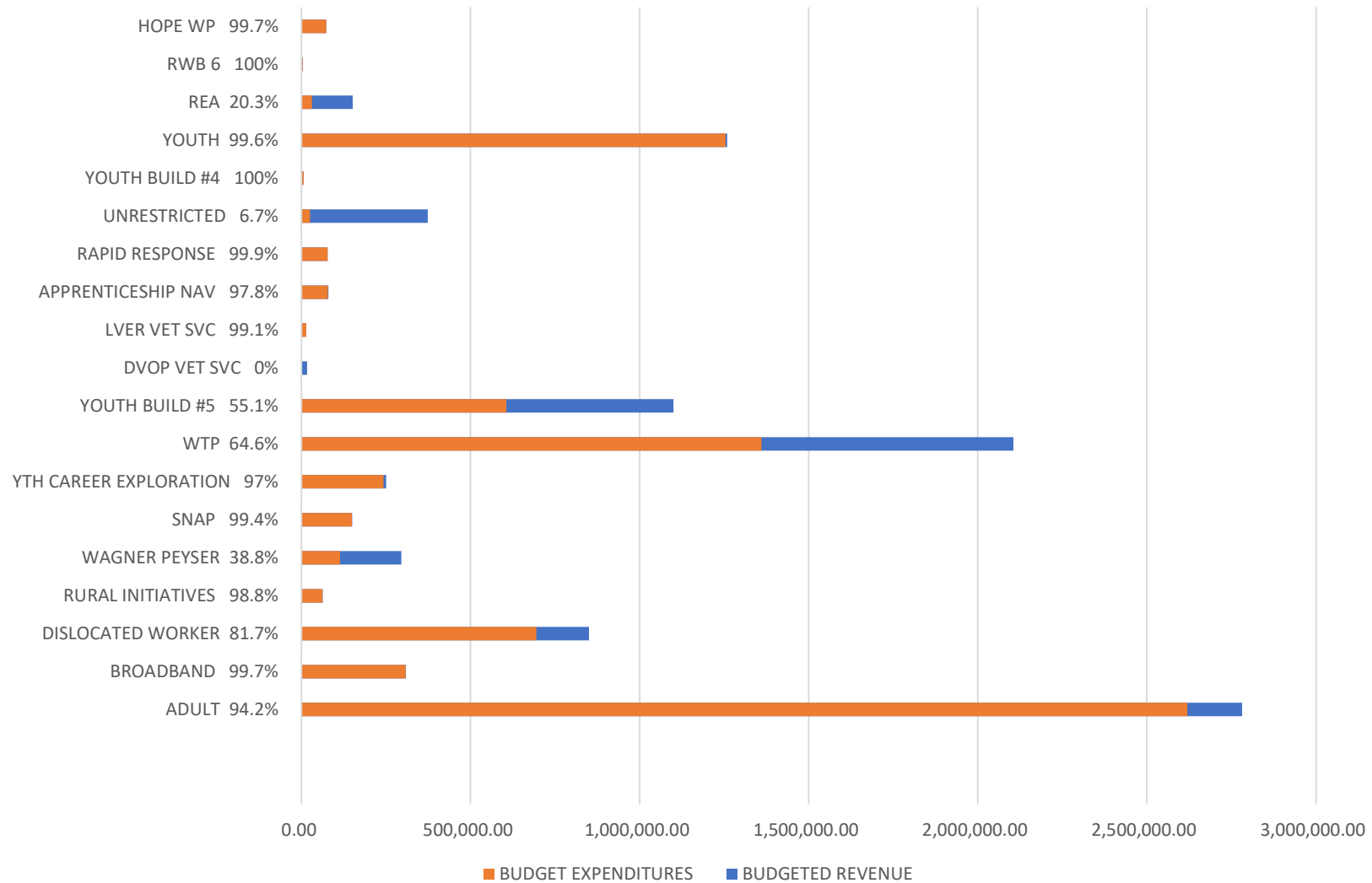
BALANCE



UNOBLIGATED Balance = \$1,891,754

Unobligated Unrestricted = \$348,356

% SPENT Expenditures to Revenues





RECORD OF ACTION/APPROVAL

**Board Meeting, Wednesday, June 4, 2025
Consortium Meeting, Thursday, May 1, 2025**

TOPIC/ISSUE:

Renewal of Agreement to Establish and Memorandum of Agreement.

BACKGROUND:

The Interlocal Agreement has been approved by all Boards of County Commissioners. The Interlocal creates the Consortium as the official body to manage workforce programs on behalf of each county. The Consortium has the responsibility to establish the local workforce board and the relationship between the Consortium and the board. These agreements establish the workforce board, its membership and the roles and duties of the board and Consortium in the operations and oversight of the workforce programs.

POINTS OF CONSIDERATION:

The current agreement expires June 30, 2025. The renewal extends the agreements through June 30, 2030.

STAFF RECOMMENDATIONS:

COMMITTEE ACTION:

Commissioner Barek made a motion to approve the execution of the Agreement to Establish and the Memorandum of Agreement. Commissioner Zalak seconded the motion. Motion carried.

BOARD ACTION:

MEMORANDUM OF AGREEMENT

BETWEEN

**THE CITRUS, LEVY, MARION REGIONAL WORKFORCE DEVELOPMENT
BOARD, INC.**

AND

**THE CITRUS, LEVY, MARION WORKFORCE
DEVELOPMENT CONSORTIUM**

THIS AGREEMENT is made and entered into between the Citrus, Levy, Marion Regional Workforce Development Board, Inc., hereinafter referred to as the **CLMRWDB**, and the Citrus, Levy, Marion Workforce Development Consortium, hereinafter referred to as the **CLMWDC**, for the purpose of establishing a Workforce Development Partnership, as authorized and provided for under Public Law 113-128, enacted by the Congress of the United States, which act is known as the "Workforce Innovation and Opportunity Act (herein after referred to WIOA), and Florida Statutes (F.S.) Chapter 445, and for the purpose of establishing an integrated management and control structure for the provision of job training, job placement and related benefits service.

WITNESSETH:

WHEREAS, the receipt and expenditure of WIOA funds authorized for certain Workforce Development Programs within Local Workforce Development Areas (LWDA) are dependent upon the establishment of a partnership between business and government; and

WHEREAS, the Governor on the part of the State of Florida has designated the counties of Citrus, Levy and Marion as a LWDA; and

WHEREAS, the Counties of the LWDA each represented by an Elected Official appointed by the governing board, have formed the **CLMWDC** through adoption of an Amended Interlocal Agreement pursuant to Florida Statutes, Chapter 163.01 to carry out these local governments' responsibilities within their collective and respective boundaries for the purpose of Workforce Development; and

WHEREAS, the **CLMRWDB**, representing business by its private sector majority, has been duly appointed by the **CLMWDC**; and

WHEREAS, the **CLMRWDB** is empowered and has the responsibility under the WIOA to provide policy guidance for, and exercise oversight with respect to, activities under a Plan for the LWDA in partnership with the **CLMWDC**; and

WHEREAS, the WIOA requires the **CLMRWDB** and the **CLMWDC** to define the scope of their partnership by means of an Agreement; and

WHEREAS, the U.S. Department of Labor, has encouraged the development of a workforce development system governed by local workforce investment boards; and

WHEREAS, the purpose of these local boards is to develop local workforce development policies and strategies; to oversee the management and administration of those policies and strategies; and to develop an approach which consolidates the delivery of those workforce development strategies into a comprehensive, customer-centered system at the local level in concert with the chief elected officials of the local governments; develop broad regional plans that promote economic development through a trained workforce; and

WHEREAS, within the LWDA comprised of Citrus, Levy and Marion Counties, there currently exists an effective, efficient and highly successful delivery system of federally and state-funded employment and training programs which are not customer-centered; and

WHEREAS, the programs envisioned under the control of the local workforce development boards include, but are not limited to, those funded through the WIOA, the Wagner-Peyser Act, Perkins vocational training, school-to-work transition programs, vocational rehabilitation, Job Opportunity Basic Skills Program (JOBS), Welfare to Work (WTW), Supplemental Nutritional Assistance Program (SNAP), Re-Employment Services and other workforce development programs and services;

NOW THEREFORE, be it resolved that this Agreement be made and entered into by the **CLMRWDB** and **CLMWDC** pursuant to WIOA, and that the parties mutually agree as follows:

I. Authorities and Responsibilities Held Jointly by CLMRWDB and CLMWDC

A. It is the joint responsibility and responsibility of both parties to ensure effective service delivery to provide the most beneficial program services possible to the eligible residents of the LWDA. It is further the shared responsibility of all sectors of the community to participate in the provision of program services.

B. **CLMWDC** hereby designates CLMRWDB as the grant recipient and administrative entity for the LWDA for the period July 1, 2025 through June 30, 2030.

C. **CLMRWDB** and **CLMWDC** shall jointly submit an approved local Workforce Development Plan to the Governor in accordance with the provisions of the WIOA and other applicable laws. CLMRWDB shall develop, in concert with other workforce investment boards within the workforce development region prescribed by the Governor, and present to the CLMWDC, a regional workforce development plan in accordance with Section 106 (c) of WIOA, to be approved and forwarded to the Governor.

D. **CLMRWDB** and **CLMWDC** shall decide the allocation of funds for the Workforce Development Plan's Budget.

E. **CLMRWDB** and **CLMWDC** shall jointly select and approve of the One Stop Operator.

F. CLMRWDB and CLMWDC shall jointly approve locally negotiated performance measures. These measures will be negotiated by the senior management of CLWRWDB and presented to CLMRWDB for review and approval; and then to CLMWDC for final approval at the next regularly scheduled meetings of each body. CLMRWDB staff shall report performance metrics to each body at least quarterly. Any performance incentives shall be incorporated into the operational budget for the general good of the workforce area.

G Because the WIOA indicates that a partnership exists that requires mutual agreement on certain matters, any disputes between the partners to this Agreement shall be resolved by a mutually satisfactory negotiation. It is understood that in accordance with the WIOA, the failure to resolve any dispute to the mutual satisfaction of both parties regarding the WFR's make-up, submission of the Workforce Development Plan, designation of an administrative entity and grant recipient, or **CLMRWDB's** make-up shall result in the forwarding of the unresolved matter to the Governor of the State of Florida for resolution.

II. Authorities and Responsibilities of the CLMRWDB

CLMRWDB shall:

A. Develop, review and approve the Workforce Development Plan for the LWDA and the Regional Plan (WIOA, 106 (c);

- B. Provide policy guidance in the development of Workforce Development activities and for the provision of services;
- C. Provide oversight of Workforce Development programs, activities and services conducted under the Workforce Development Plan;
- D. Solicit the input and participation of the local business community in the development and provision of program services to eligible residents of the LWDA;
- E. Develop By-Laws to determine its operation;
- F. Have the authority to:
 - 1. Develop and approve a budget for itself within the parameters established in the Workforce Development Plan's provisions and WIOA Budget contained therein;
 - 2. Select and hire a staff; and establish criteria for its chief executive to be approved by CLMWDC;
 - 3. Develop and prepare five year local and regional Workforce Development Plans for approval by the **CLMRWDB** and by the **CLMWDC**;
 - 4. Provide staff support to the **CLMWDC**;
 - 5. Collect data necessary for management and evaluation and the preparation of required and desired reports;
 - 6. Exercise oversight with respect to activities under the Workforce Development Plan;
 - 8. Arrange for service delivery through non-financial agreements; and contracts.
 - 9. Procure all goods, services and property, including the maintenance and inventorying thereof, necessary for its proper operation;
 - 10. Procure annual audits of funds and resolve any questions arising therefrom and provide copies of same, as well as an audited financial statement, to the **CLMWDC** annually;

11. Develop and maintain procedures to hear and resolve grievances;
12. Perform such other duties as are necessary to fulfill its obligations and responsibilities under this Agreement and applicable Federal and State laws, rules, policies and plans;
13. Procure director's and officer's and other liability insurance on behalf of itself and the **CLMWDC** to the extent that such insurance is available, budgetarily feasible, and allowable as an expense;
14. Provide quarterly reports to the **CLMWDC**; and
15. Remove **CLMRWDB** members for cause per procedures established by the **CLMWDC**; and

III. Authorities and Responsibilities of the CLMWDC

The **CLMWDC** shall:

- A. Review and approve the Workforce Development Plans for the LWDA and Regional Programs;
- B. Provide public policy guidance in the development of job training activities and provision of services under the Workforce Development Plan;
- C. Establish the **CLMRWDB**, appoint members to the **CLMRWDB** if such authority is delegated to individual **CLMWDC** members by their respective county commissions (absent such delegation the power to appoint CLMRWDB members from any of the three counties shall reside in the respective County commissions and the power to appoint area representatives shall reside in the three county commissions or in their respective **CLMWDC** representatives authorized to appoint members, if any) and maintain the make-up of the **CLMRWDB** in compliance with the requirements of the WIOA, F. S, Chapter 445 and other applicable laws on a continuous basis, all in accordance with the agreement which created the **CLMRWDB**; and
- D. Suggest such changes in the organization, composition and management of the **CLMRWDB** or shall be desirable to best meet the needs of the citizens of the counties within the LWDA.

IV. Term of Agreement

This Agreement shall become effective July 1, 2025 and shall continue in effect until June 30, 2030. Thereafter, this Agreement may be renewed by a further writing between the parties.

V. Merger

It is understood and agreed that the entire Agreement between the parties is contained herein and that this Agreement supersedes all oral agreements and negotiations between the parties relating to the subject matter hereof. All items and other agreements referred to in this Agreement are incorporated herein by reference and are deemed to be part of this Agreement. This Agreement replaces all prior Agreements between the parties as to the subject matter hereof as of the effective date of this Agreement.

VI. Amendment

Either party to this Agreement may propose to amend or modify the terms of this Agreement consistent with applicable Federal and State laws, Federal Regulations and State requirements, by providing to the other party sixty (60) days written notice of any proposed amendments. Any and all modifications or amendments to this Agreement are subject to the approval of both the **CLMRWDB** and **CLMWDC**.

VII. Independence of Terms Under This Agreement

If any terms or provisions of this Agreement or the application thereof to any person or circumstance shall, to any extent be held invalid or unenforceable, the remainder of this Agreement, or the application of such term or provision to such person or circumstances other than those as to which it is held invalid or unenforceable, shall not be affected thereby and every other term and provision of this Agreement shall be valid and enforced to the fullest extent permitted by law.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement on the 1st day of May, 2025, and hereby agree to be bound by the terms and provision set forth herein effective July 1, 2025.

**Citrus, Levy, Marion Regional Workforce
Development Board, Inc.**

BY: _____
Carl Flanagan, Chair

Witnesses as to CLMRWDB

**Citrus, Levy Marion Workforce
Development Consortium**

BY: _____
Commissioner Carl Zalak,
Consortium Chair

Witnesses to CLMWDC



RECORD OF ACTION/APPROVAL

**Board Meeting
Wednesday, June 4, 2025**

TOPIC/ISSUE:

Financial Services – Region 6

BACKGROUND:

Our region has performed financial services for Region 6 since 2012. These services include general accounting, AP/AR, financial statements, etc.

The previous agreement was effective July 1, 2021 and has been extended for the maximum allowable time of four (4) program years total. It expires June 30, 2025.

POINTS OF CONSIDERATION:

Region 6 will compensate CSCLM in the sum of \$55,000.00 annually to provide financial services.

STAFF RECOMMENDATIONS:

Approve acceptance and execution of the attached agreement.

COMMITTEE ACTION:

BOARD ACTION:



RECORD OF ACTION/APPROVAL

**Board Meeting
Wednesday, June 4, 2025**

TOPIC/ISSUE:

Levy County Board of Commissioners Memorandum of Understanding (MOU)

BACKGROUND:

Previously we held an MOU with the Nature Coast Business Development Council (NCBDC) for business outreach and retention efforts in Levy County. The work of NCBDC is being transferred under the leadership of the Levy County Board of Commissioners and NCBDC is being dissolved.

POINTS OF CONSIDERATION:

We wish to continue to support the efforts of economic development in Levy County and plan to execute an MOU with the same deliverables as those previously agreed to with NCBDC in the amount not to exceed \$30,000.00 annually.

STAFF RECOMMENDATIONS:

Approve entering into an MOU with Levy County Board of Commissioners.

COMMITTEE ACTION:

BOARD ACTION:



RECORD OF ACTION/APPROVAL

**Board Meeting, Wednesday, June 4, 2025
CEO Review Committee, Wednesday, May 28, 2025**

TOPIC/ISSUE:

Discussion and recommendation for renewal of CEO contract for 2025 – 2026

BACKGROUND:

CEO Salary History		
Year	Salary	Increase
2016 - 17	\$ 120,000.19	3%
2017 - 18	\$ 123,600.26	3%
2018 - 19	\$ 127,308.00	3%
2019 - 20	\$ 133,036.86	4.5 %
2020 - 21	\$ 137,027.97	3%
2021 - 22	\$ 137,027.97	0%
2022 - 23	\$ 137,027.97	0%
2023 - 24	\$ 137,027.97	0% (3.5% Retention Incentive)
2024 - 25	\$ 143,873.60	5%

POINTS OF CONSIDERATION:

STAFF RECOMMENDATIONS:

COMMITTEE ACTION:

5/9/2025 - Arno Proctor made a motion to approve the contract. Brandon Whiteman seconded the motion. There was discussion and the committee members agreed that they could not properly finalize the annual contract since the budget and potential salary adjustments have not been determined. Arno Proctor withdrew his motion.

Arno Proctor made a motion to table the approval of the contract until budget determinations have been made. Brandon Whiteman seconded the motion. Motion carried.

5/28/2025 – Arno Proctor made a motion to approve Rusty’s contract for the 2025-2026 program year with the 3% COLA salary increase that all staff are receiving and an additional 2% merit raise. Brandon Whiteman seconded the motion. Motion carried.

BOARD ACTION:



CAREERSOURCE CITRUS LEVY MARION
Education and Industry Consortium

MINUTES

DATE: May 8, 2025
PLACE: CareerSource CLM
2703 NE 14th Street, Ocala, FL 34470
TIME: 9:00 a.m.

MEMBERS PRESENT

Bob Rutemiller
David Roland
Joe Corley
Tim Gilbert

MEMBERS ABSENT

Ashley Shorb
Chris Formisano
Eric Willis
Dr. Jennifer Fryns
Marci Holder
Rachel Gibbs
Rebecca Johnson
Tanya Taylor

Other Attendees

Rusty Skinner, CSCLM
Dale French, CSCLM
Cory Weaver, CSCLM
Melissa Saco, CSCLM

Cira Schnettler, CSCLM
Tony Waterson, One Stop Operator
Kristen Barry, One Stop Operator
Bonnie Hayes, CF

CALL TO ORDER

The meeting was called to order by Joe Corley, Chair, at 9:02 a.m.

ROLL CALL

Cira Schnettler called roll and a quorum was declared present.

APPROVAL OF MINUTES

A quorum was not present to approve the minutes. Minutes will be brought to the next meeting for approval.

PRESENTATION

Cory Weaver gave an overview of the presentation. She reviewed the committee's purpose and answered questions on how the committee plans to fulfill the purpose.

The committee will meet its objectives through discussion and presentations:

- Talent needs of local industry targeted sectors will be identified.
- Educational partners will present courses and certifications currently available as well as promote upcoming programs and projects in development.
- CareerSource CLM will review training programs offered through business services.

Prior Meeting Insights

Cory Weaver reviewed a summary of previous discussions by the committee.

Industry Snapshot and Talent Supply

The committee provided the feedback below on the report:

- Healthcare / Social Assistance was separated as requested
- The report shows year over year wage increases, but a decrease in the demand for manufacturing, transportation and warehousing.
- Joe Corley shared that he is seeing an increase in wages for welders.
- The committee would like to see if MRMA will be conducting a wage survey soon.
- There was discussion on whether the increase in demand for transportation and warehouse workers can be attributed to the move to e-commerce from big box retailers.

MCL Approved Programs

- Cory Weaver reviewed the request list of credentials to be added to the Master Credential list.

Survey Results

Cory Weaver reviewed the survey results. She noted that the committee agreed that there should be industry focused sub-committees made up of educational partners, businesses, and industry association representatives.

DISCUSSION ITEMS

The committee discussed actionable items for next steps:

- Identify committee goals and actionable measures to fulfill those goals.
- Increasing development of industry committee members.
- Inviting industry associations chairs and/ or directors to participate on the committee.
- Invite Chamber representatives to participate on the committee.
- Identifying educational partners certifications and curriculum, then following up with industry businesses to ensure that curriculums are meeting their needs.
- Form industry sub-committees.

PUBLIC COMMENT

None

MATTERS FROM THE FLOOR

None

ADJOURNMENT

There being no further business, the meeting adjourned at 9:57 a.m.

APPROVED:



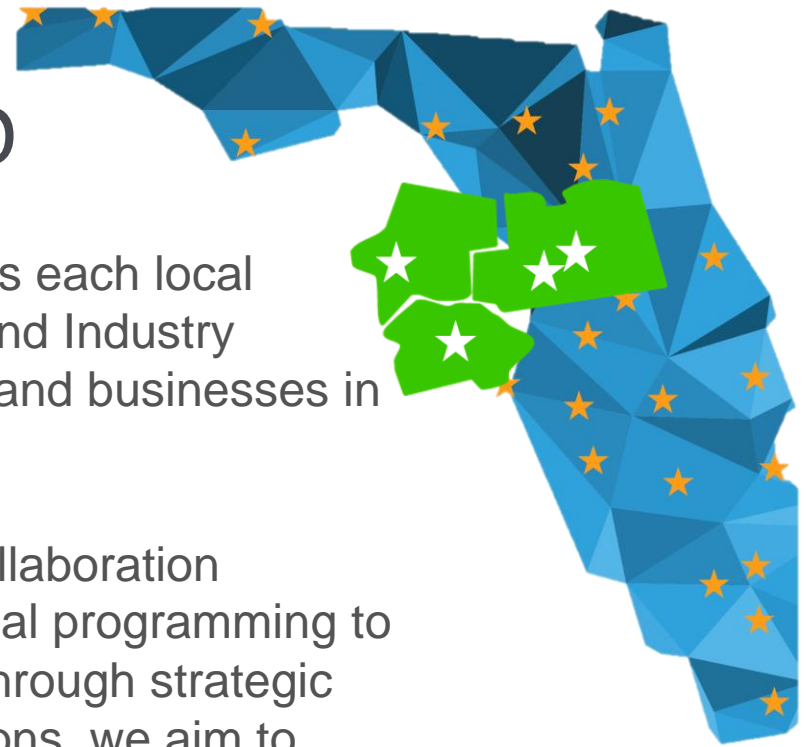
EDUCATION & INDUSTRY CONSORTIUM



CONSORTIUM BACKGROUND

Signed into law May 15th, 2024, Senate Bill 240 requires each local workforce development board to create an Education and Industry Consortium composed of representatives of education and businesses in the local service area.

Purpose: The purpose of the consortium is to foster collaboration between education and industry to help align educational programming to address evolving workforce needs in our community. Through strategic partnerships, data-driven insights and innovative solutions, we aim to create strategies to empower learners and support businesses in building a skilled and adaptable workforce.



Talent Needs of Local Industry
Targeted Sectors



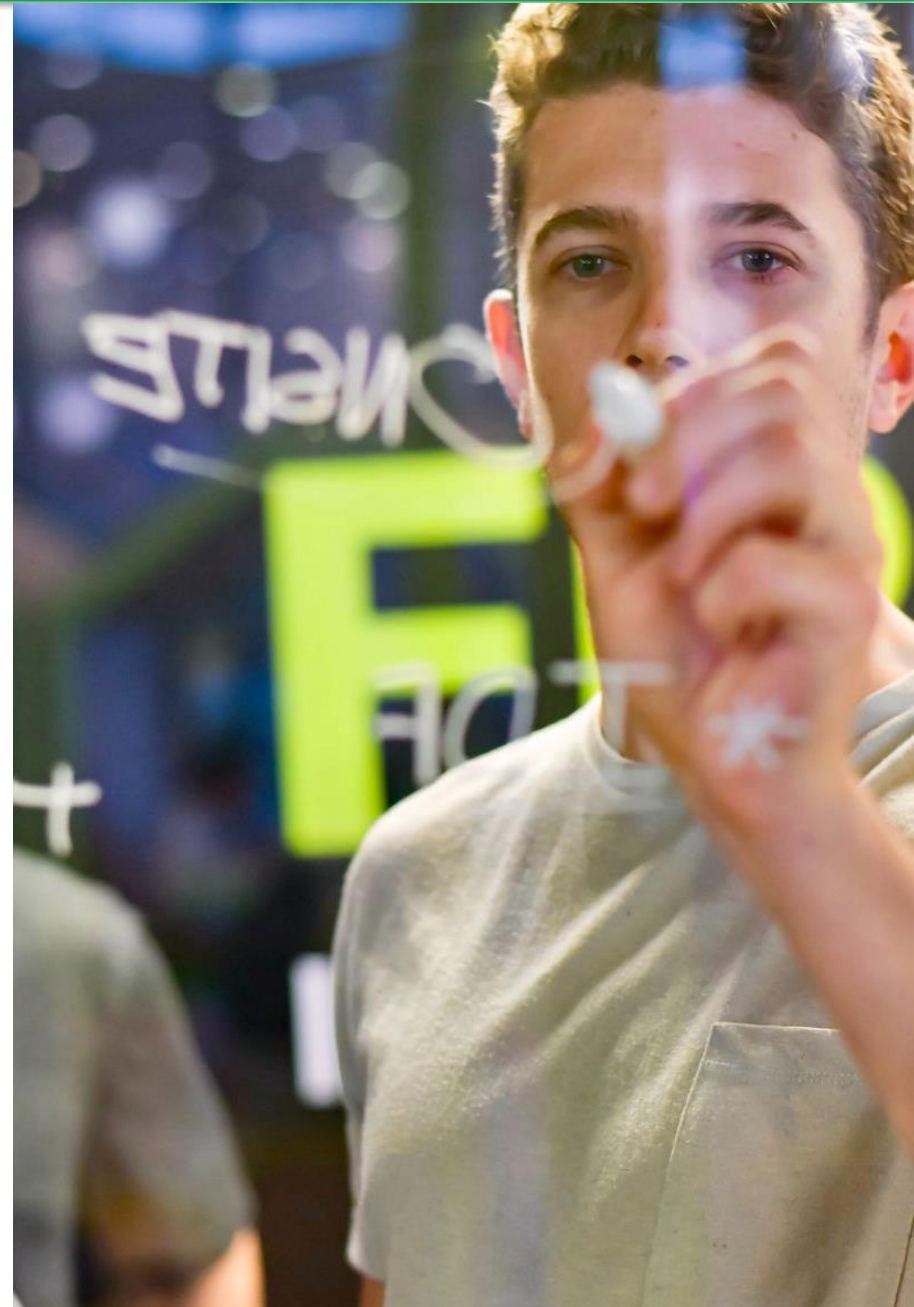
Education Offerings Available



Labor Market Information
Talent Pipeline

Prior Meeting Insights

- There is a need to ensure training programs are using relevant and up-to-date technology that is used in-field
- There is a great need for affordable childcare to allow better participation in the labor force
- Potential barriers to hiring retirees for instructional positions include:
 - Fear of technology
 - Inadequate pay ranges
 - Fear of learning a new type of job
 - Difficulties in adjusting to a classroom environment
 - Administrative requirements
 - Interpersonal skills of students



Industry Snapshot

NAICS	Industry	Current			5-Year History		5-Year Forecast		
		Empl	Avg Ann Wages	LQ	Empl Change	Ann %	Total Demand	Empl Growth	Ann % Growth
621 - 623	Health Care	25,382	\$64,741	1.17	1,960	1.6%	14,880	2,506	1.9%
624	Social Assistance	3,518	\$30,496	0.62	-175	-1.0%	2,559	341	1.9%
23	Construction	16,803	\$53,564	1.54	1,966	2.5%	8,823	1,387	1.6%
31	Manufacturing	10,993	\$59,384	0.76	301	0.6%	6,574	842	1.5%
61	Educational Services	12,479	\$45,960	0.85	426	0.7%	6,828	817	1.3%
48	Transportation and Warehousing	7,948	\$47,357	0.87	2,617	8.3%	5,209	726	1.8%
54	Professional, Scientific, and Technical Services	7,059	\$68,788	0.53	960	3.0%	3,667	704	1.9%
	Total - All Industries	182,848	\$49,269	1.00	17,834	2.1%	116,961	14,321	1.5%

Source: JobsEQ

TALENT SUPPLY

620,931

Regional Population
(2023)

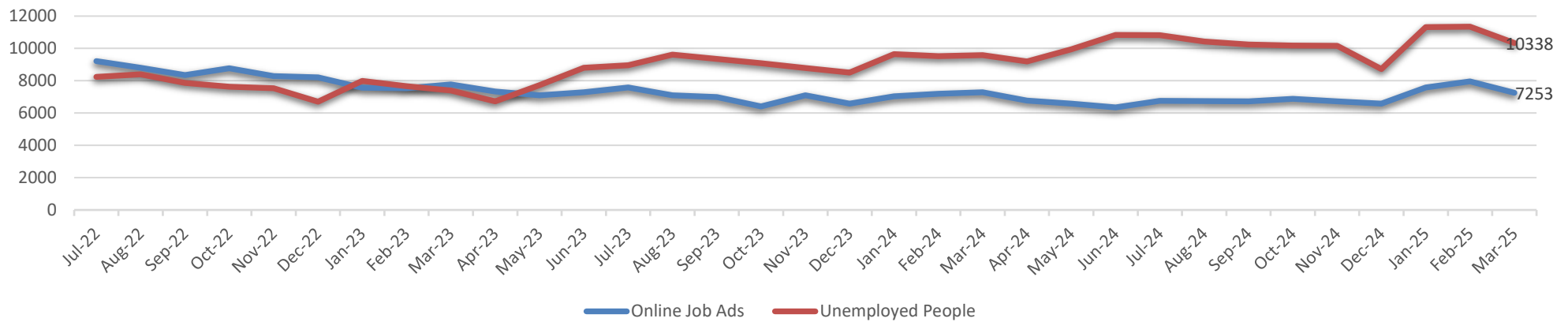
232,821

Labor Force
(March 2025)

10,338

Regional Unemployed
(March 2025)

Online Job Ads vs Unemployed People



Source: LAUS/BLS

Job Openings Vs Unemployed by County:

CITRUS

966

(Declining)

2,737

Unemployed Persons
(Declining)

284

Unemployed People per 100
Jobs

LEVY

521

(Declining)

789

Unemployed Persons
(Declining)

152

Unemployed People per 100
Jobs

MARION

5,766

(Declining)

6,812

Unemployed Persons
(Declining)

119

Unemployed People per 100
Jobs

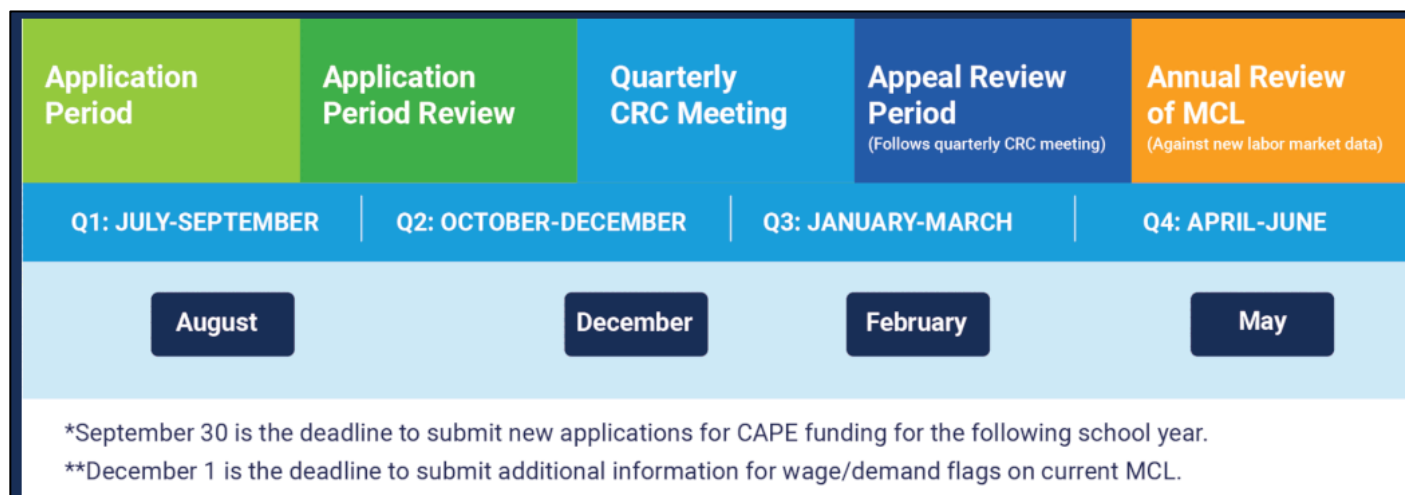
SUBMITTED TO MASTER CREDENTIALS LIST

Currently Provisional Status due to Demand and Wage:

- HBI Pre-Apprenticeship Certification Training, Carpentry
- HBI Pre-Apprenticeship Certification Training, Core
- HBI Pre-Apprenticeship Certification Training, Core Green
- HBI Pre-Apprenticeship Certification Training, Electrical
- Equine Studies

Credential Review Committee meets 5/8 to recommend approval/denial
CareerSource Florida Board meets 5/21 to approve/deny

Link to Master Credentials List: <https://careersourceflorida.com/master-credentials-list/>



Discussion



CareerSource
CITRUS | LEVY | MARION

careersourceclm.com



RECORD OF ACTION/APPROVAL

Board Meeting, Wednesday, June 4, 2025
Career Center Meeting, Thursday, May 15, 2025

TOPIC/ISSUE:

Chiefland Lease Renewal

BACKGROUND:

We currently lease our Chiefland Office at Suwanee Plaza Shopping Center located at 2175 NW 11th Drive, under a one-year lease agreement which expires September 2025. We currently pay \$6,461 per month.

The ownership group from which we lease the property has offered a three-year renewal option with a 2% annual increase.

POINTS OF CONSIDERATION:

STAFF RECOMMENDATIONS:

Approve renewing the Chiefland lease for the three-year term noted above.

COMMITTEE ACTION:

Arno Proctor made a motion to approve renewing the Chiefland Lease for the three-year term. Jorge Martinez seconded the motion. Motion carried.

BOARD ACTION:



RECORD OF ACTION/APPROVAL

Board Meeting, Wednesday, June 4, 2025
Career Center Meeting, Thursday, May 15, 2025

TOPIC/ISSUE:

Adoption of Statewide Eligible Training Provider List (ETPL)

BACKGROUND:

Pursuant to CSCLM Local Policy - OPS-28 Area Targeted Occupational List and Florida Commerce State policy guidance #90, all training providers on the Eligible Training Provider List (ETPL) are required to recertify their eligibility to provide training services as well as provide performance information for the programs they wish to have included on the State's Eligible Training Provider List (ETPL). Effective July 1, 2025, all processes involving provider application and approval of programs were moved to the State level and managed by Florida Commerce.

POINTS OF CONSIDERATION:

All approved providers and programs are listed in the State MIS – Employ Florida.

STAFF RECOMMENDATIONS:

Adopt the State ETPL which consists of all approved providers and programs available in Employ Florida.

COMMITTEE ACTION:

Arno Proctor made a motion to adopt the State ETPL. Jennifer Roach seconded the motion. Motion carried.

BOARD ACTION:



RECORD OF ACTION/APPROVAL

Board Meeting, Wednesday, June 4, 2025
Executive Committee, Wednesday, May 28, 2025

TOPIC/ISSUE:

FWDA Dues

BACKGROUND:

Membership to the Florida Workforce Development Association promotes collaboration, convening and sharing of best practices between member workforce boards.

POINTS OF CONSIDERATION:

STAFF RECOMMENDATIONS:

Approve paying \$3000.00 from unrestricted funds for FWDA dues.

BOARD ACTION:

Charles Harris made a motion to approve the \$3000 FWDA dues. Pete Beasley seconded the motion. Motion carried.

BOARD ACTION:



RECORD OF ACTION/APPROVAL

Board Meeting, Wednesday, June 4, 2025
Executive Committee, Wednesday, May 28, 2025

TOPIC/ISSUE:

2025 Workforce Professional Development Summit

BACKGROUND:

FWDA has sponsored the Summit for over 10 years. The Summit is funded through registration fees and sponsorships. Traditionally CLM has sent staff and been a sponsor at the \$5,000 level.

POINTS OF CONSIDERATION:

CLM support will enhance the quality of the Summit

STAFF RECOMMENDATIONS:

Request approval of \$5,000 sponsorship from Unrestricted Funds.

COMMITTEE ACTION:

Fred Morgan made a motion to approve the \$5000 sponsorship for the 2025 Summit. Pete Beasley seconded the motion. Motion carried.

BOARD ACTION:



RECORD OF ACTION/APPROVAL

Board Meeting, Wednesday, June 4, 2025
Executive Committee, Wednesday, May 28, 2025

TOPIC/ISSUE:

Form 990 Return of Organization Exempt from Income Tax for program year 7/1/23-6/30/24.

BACKGROUND:

POINTS OF CONSIDERATION:

Form 990 was completed by our auditors Powell and Jones, CPAs after the financial statements were audited.

STAFF RECOMMENDATIONS:

Approve Form 990

COMMITTEE ACTION:

Al Jones made a motion to accept the Form 990. Pete Beasley seconded the motion. Motion carried.

BOARD ACTION:



RECORD OF ACTION/APPROVAL

Board Meeting, Wednesday, June 4, 2025
Executive Committee, Wednesday, May 28, 2025

TOPIC/ISSUE:

Request for Information for finance user interface

BACKGROUND:

We currently use the Gazelle system as a staff user interface for issuance of customer purchase orders for tuition, books, fees and supportive services. This system links to our financial software MIP. We have been informed by Gazelle that they are shutting the system down effective December 30, 2025.

POINTS OF CONSIDERATION:

We feel it imperative to issue a Request for Information (RFI) to obtain more insight into other products with similar characteristics to Gazelle. An RFI may result in the need to issue a Request for Proposals (RFP) based on initial cost estimates to maintain compliance with procurement standards. This will be determined after we have reviewed the information received from interested parties.

STAFF RECOMMENDATIONS:

Issue a Request for Information for finance user interface software

COMMITTEE ACTION:

Fred Morgan made a motion to approve the finance user interface software request for information. Jeff Chang seconded the motion. Motion carried.

BOARD ACTION:



RECORD OF ACTION/APPROVAL

Board Meeting, Wednesday, June 4, 2025
Executive Committee, Wednesday, May 28, 2025

TOPIC/ISSUE:

Discontinuance of Indefinite Quantity Agreements (IQA)

BACKGROUND:

Historically, we have executed agreements with all of the training providers we pay tuition funds to on behalf of our customers. This is a basic, blanket agreement for data sharing efforts. However, we do not have any additional requirements of our providers outside of maintaining performance standards (not part of IQA). Some regions do have additional stipulations that training providers must adhere to so this makes sense for them.

POINTS OF CONSIDERATION:

Florida Commerce has recently retooled how training providers apply for and provide training in Florida. This process has been moved to the State level. LWDBs have the option of adopting the statewide Eligible Training Provider List (ETPL). However, it is not feasible to engage in agreements with every provider on the state list and creates a burden not only on them, but CLM. Additionally, there is no benefit since we do not have additional criteria attached to our funding.

STAFF RECOMMENDATIONS:

Discontinue executing Indefinite Quantity Agreements with training providers.

COMMITTEE ACTION:

Charles Harris made a motion to discontinue executing Indefinite Quantity Agreements with training providers. Al Jones seconded the motion. Motion carried.

BOARD ACTION:



RECORD OF ACTION/APPROVAL

Board Meeting, Wednesday, June 4, 2025
Executive Committee, Wednesday, May 28, 2025

TOPIC/ISSUE:

Annual benefits renewal.

BACKGROUND:

The annual health insurance renewal is July 1, 2025. Renewal rates were received through Two-Twelve Benefits.

Florida Blue presented rates that average a 10% increase in comparison with PY24.

The base contribution toward each employee's benefits will be increased from \$620.17 to \$666.47. This is approximately 7% increase in the employer funded part.

All plan costs over the baseline employer contribution amount will be paid by the employee. The baseline contribution amount is variable based on the premium increases and has been calculated to keep plan costs/value fair across all plans.

POINTS OF CONSIDERATION:

- Our Ancillary plans with Florida Blue & Florida Combined Life / US Able remain the same
- We switched three of the five Florida Blue health plans from last year. This allowed for a smaller increase as the initial increase would have been a 13.3% average increase over total premium.

NEW PLAN

BlueCare 132/133 HSA

Replaces Blue Care 128/129

NEW PLAN

BlueOptions 05906

Replaces BlueOptions 3566

NEW PLAN

BlueCare 50

Replaces Blue Care Plan 47

STAFF RECOMMENDATIONS:

Our recommendation is that we contract with Florida Blue for the five (5) options listed below for program year 25-2026:

1. BlueCare 132/133 HSA –The monthly company share of the premium will be \$666.47. This plan will be used as the baseline employer contribution amount for the remaining plans. This plan will be offered at \$0.00 cost to the employee.
2. Blue Options 5302 – a PPO plan with a monthly rate of \$664.66. This plan will be offered at \$0.00 cost to the employee.
3. Blue Options 05906 (new) – an PPO plan. We recommend the company pay the baseline amount of \$666.47. Biweekly employee contribution will be \$86.38
4. Blue Care 50 (new) – an HMO plan. We recommend the company pay the baseline amount of \$666.47. Biweekly employee contribution will be \$83.46
5. Blue Care 60 – a HMO plan. We recommend the company pay the baseline amount of \$666.47. Biweekly employee contribution will be \$121.87

COMMITTEE ACTION:

Al Jones made a motion to approve the presented Annual Benefits plan. Fred Morgan seconded the motion. Motion carried.

BOARD ACTION:



RECORD OF ACTION/APPROVAL

Board Meeting, Wednesday, June 4, 2025
Executive Committee, Wednesday, May 28, 2025

TOPIC/ISSUE:

Subgrantee Agreement Compliance- Schedule of Operations

BACKGROUND:

The Subgrantee Agreement calls for certain approvals by the Board.

g. Annually before July 1 of each state fiscal year, the Board shall adopt a schedule of operations for the upcoming state fiscal year. Such schedule of operations shall include, but is not limited to, daily hours of operation of one- stop operators, and a holiday closure schedule which adopts either the federal, state, or appropriate county holiday schedule. If the Board has a career center that is affiliated with a college or university, the college or university schedule may be adopted for those centers. The proposed schedule must be approved by the Board and posted on the Board's website in a conspicuous, easily accessible manner. The Board must give prior approval to any deviations from the schedule, except in emergency or reasonably unforeseeable circumstances (e.g., an order of the President or Governor, total loss of facilities from a catastrophic natural or man-made disaster, etc.). If emergency circumstances exist which result or could foreseeably result in a shutdown, the Board shall ensure that FL Commerce and the State Board are informed within 48 hours of such shutdown or potential shutdown

POINTS OF CONSIDERATION:

Requires the Board to set hours of operation and official dates of closure. Holiday schedule should be either federal, state or county schedule. Board can give prior approval to deviations to the schedule.

CLM has 11 holiday closures, the same number as the federal schedule, except that instead of Washington's Birthday and Columbus Day, CLM has the Friday after Thanksgiving and Christmas Eve.

In addition, CLM offices/centers close four (4) times per year for staff training

For hours of operation, CLM's normal hours of operation are Monday through Friday, 8:00am until 5:00 pm.

STAFF RECOMMENDATIONS:

Adopt the Federal Holiday Schedule, with the following deviation: substitute the Friday after Thanksgiving and Christmas Eve for Washington's Birthday and Columbus Day.

Approve CEO designating up to four (4) staff training days per year, providing the Board and FL Commerce at least two weeks advanced notice with the notice posted on each office and on the website and through social media.

Approve the normal hours of operation to be Monday through Friday 8:00 am through 5:00 pm.

COMMITTEE ACTION:

Fred Morgan made a motion to approve the 2025-2026 Schedule of Operations. Pete Beasley seconded the motion. Motion carried.

BOARD ACTION:



RECORD OF ACTION/APPROVAL

Board Meeting, Wednesday, June 4, 2025
Executive Committee, Wednesday, May 28, 2025

TOPIC/ISSUE:

On the Job Training Agreement Reimbursements

BACKGROUND:

Florida Commerce is in process of applying for a waiver to the Department of Labor to permit OJT reimbursements to equal up to 90% for all businesses in Florida and up to 100% for businesses located in opportunity zones. It is anticipated that the waiver may be granted by DOL prior to the next Executive Committee meeting. We feel that the waiver will be approved as the DOL has recently released guidance on recommendations of waivers to state workforce agencies.

POINTS OF CONSIDERATION:

We would like the flexibility to update our local policy to include these reimbursement rates at the point in time a waiver may be granted.

STAFF RECOMMENDATIONS:

Approve staff to update local policy to include new reimbursement rates at the point in time a waiver is granted.

COMMITTEE ACTION:

Charles Harris made a motion to update local policy to include new reimbursement rates at the point in time a waiver is granted. Fred Morgan seconded the motion. Motion carried.

BOARD ACTION:



RECORD OF ACTION/APPROVAL

Board Meeting, Wednesday, June 4, 2025
Executive Committee, Wednesday, May 28, 2025

TOPIC/ISSUE:

Staff Increases

BACKGROUND:

We are proposing to provide non-contracted staff with a 3% Cost of Living Adjustment to their wage/salary effective July 1, 2025. In addition to the 3% staff will be eligible to receive UP TO an additional 2% based on scoring in their annual performance evaluation. Three tiers of increases will exist based on a point system attached to our current evaluation document:

1. Meets Expectations – 3%
2. Meets to Exceeds Expectations – 4%
3. Exceeds Expectations – 5%

POINTS OF CONSIDERATION:

Staff performance evaluations will occur during August and September 2025. Staff increases will be dependent on available funding in the finalized budget. Increases will be retroactive to July 1, 2025, upon completion of annual reviews.

STAFF RECOMMENDATIONS:

Approve an increase for all non-contracted hourly and salaried staff at a rate of 3% with the ability to earn an additional 2% based on scoring of annual reviews.

COMMITTEE ACTION:

Al Jones made a motion to approve an increase for all non-contracted hourly and salaried staff at a rate of 3% with the ability to earn an additional 2% based on scoring of annual reviews. Brandon Whiteman seconded the motion. After discussion the motion was amended. Al Jones amended his motion to approve a 3% cost of living increase for all staff, with the opportunity to receive up to an additional 2% increase based on annual staff reviews in the Fall of 2025. All increases will be retroactive to July 1, 2025. Brandon seconded the motion. Motion carried.

BOARD ACTION:



RECORD OF ACTION/APPROVAL

Board Meeting, Wednesday, June 4, 2025
Executive Committee, Wednesday, May 28, 2025

TOPIC/ISSUE:

50% ITA allocation waiver request

BACKGROUND:

Per section 445.003(3)(a)(1) of Florida statute requires that: *"....50 percent of the Title I funds for Adults and Dislocated Workers which are passed through to local workforce development boards shall be allocated to and expended on Individual Training Accounts unless a local workforce development board obtains a waiver from CareerSource Florida, Inc."*

POINTS OF CONSIDERATION:

We have experienced a 10% reduction in funding over last program year. To ensure we can maintain appropriate services to businesses and job seekers we recommend the submission of a waiver that would reduce our required allocation of WIOA funds to training activities to 30%.

STAFF RECOMMENDATIONS:

Approve the submission of the 2025 ITA allocation waiver request.

COMMITTEE ACTION:

Arno Proctor made a motion to approve the submission of the 2025 ITA allocation waiver request. Pete Beasley seconded the motion. Motion carried.

BOARD ACTION:



RECORD OF ACTION/APPROVAL

Board Meeting, Wednesday, June 4, 2025
Executive Committee, Wednesday, May 28, 2025

TOPIC/ISSUE:

Joint Audit RFP Recommendation

BACKGROUND:

The Board of Directors approved the release of a Request for Proposals (RFP) for joint auditing services on March 12, 2025. The firm selected will provide annual financial auditing services for both CareerSource Citrus Levy Marion and CareerSource North Florida per our financial services agreement.

POINTS OF CONSIDERATION:

Four proposals were received. Staff reviewed each proposal and scored submissions based on the information requested in the RFP on a standardized scoring matrix. The following organizations provided responses to our request and their corresponding score is listed as a percentage of the total possible points of 100.

Powell and Jones: 94.4%

MKA CPA: 89.8%

James Moore: 87.4%

George Dimov CPA: 69.9%

STAFF RECOMMENDATIONS:

Approve Powell and Jones to be selected for auditing services beginning July 1, 2025.

COMMITTEE ACTION:

Al Jones made a motion to Powell and Jones for auditing services beginning July 1, 2025. Arno Proctor seconded the motion. Motion carried.

BOARD ACTION: