



## Consortium Meeting

Wednesday , June 18, 2025 – 11:00 a.m.

2703 NE 14<sup>th</sup> Street, Ocala, FL 34470

Zoom Meeting: <https://us02web.zoom.us/j/86457924091>

Phone 1-646-558-8656 Meeting ID: 864 5792 4091

### AGENDA

|                                  |             |               |
|----------------------------------|-------------|---------------|
| Call to Order                    |             | C. Zalak      |
| Roll Call                        |             | C. Schnettler |
| Approval of Minutes, May 1, 2025 | Pages 2 - 4 | C. Zalak      |

#### **ACTION ITEMS**

|                    |              |           |
|--------------------|--------------|-----------|
| ITA Waiver         | Page 5       | D. French |
| 2025 – 2026 Budget | Pages 6 - 10 | D. French |

#### **DISCUSSION ITEMS**

None

#### **PUBLIC COMMENT**

#### **PROJECT UPDATES**

|                                |               |            |
|--------------------------------|---------------|------------|
| Board Member Agenda – 6/4/2025 | Pages 11 - 12 | R. Skinner |
|--------------------------------|---------------|------------|

#### **MATTERS FROM THE FLOOR**

#### **ADJOURNMENT**

#### **OUR VISION STATEMENT**

*To be recognized as the number one workforce resource in the state of Florida by providing meaningful and professional customer service that is reflected in the quality of our job candidates and employer services.*



**CAREERSOURCE CITRUS LEVY MARION  
Consortium**

**MINUTES**

DATE: May 1, 2025  
PLACE: CareerSource CLM – 14 Street Career Center  
TIME: 10:00 a.m.

**MEMBERS PRESENT**

Commissioner Barek  
Commissioner Zalak

**MEMBERS ABSENT**

Commissioner Hodge

**OTHER ATTENDEES**

Rusty Skinner, CSCLM  
Dale French, CSCLM

Cira Schnettler, CSCLM  
Bob Stermer, CSCLM Attorney

**CALL TO ORDER**

The meeting was called to order by Commissioner Zalak, Chair, at 10:06 a.m.

**ROLL CALL**

Cira Schnettler called roll and a quorum was declared present.

**APPROVAL OF MINUTES**

Commissioner Barek made a motion to approve the minutes from the January 22, 2025, meeting. Commissioner Zalak seconded the motion. Motion carried.

**ACTION ITEMS**

Agreement to Establish CLMRWDB

Memorandum of Agreement CLMRWDB and CLMRWDC

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 Member Appointments

Commissioner Barek made a motion to approve new members Dean Blinkhorn and Tamara Boyle. Commissioner Zalak seconded the motion. Motion carried.

## **DISCUSSION ITEMS**

### **State Update**

Rusty Skinner provided the below updates:

- The federal administration has issued an executive order that will affect key items in the Department of Labor, Commerce, and Education. There will be a review of workforce initiatives to identify areas for efficiency. There is potential for the expansion of apprenticeships and allowing Pell grants to cover shorter courses. There are anticipated changes to WIOA and we will continue to monitor guidance coming from the government.
- The 2025-2026 program year funding estimates have been provided, and we anticipate a 7-8% reduction.

### **Workforce Issues Important to Our Community**

Commissioner Barek explained that she is currently serving on a committee to address the challenges ex-offenders face in finding employment and was happy to know that CareerSource was also participating on the committee.

Commissioner Zalak requested assistance for the County Utility department in their search for hiring qualified engineers.

### **Board Membership Status**

Rusty Skinner explained that after the appointments made today there will only be one vacant position on the board for a Veterans representative. He encouraged the Commissioners to provide any leads they may have.

## **PUBLIC COMMENT**

None

## **PROJECT UPDATES**

### **Disaster Recovery Grant / Broadband Grant**

Dale French provided an update on the grant activities.

- Disaster Recover: The efforts to assist the aquaculture businesses in Levy County have been successful. The program had a successful monitoring with no issues or comments. The program closed on March 23.
- Broadband Grant: The program has been successful.

### **New Projects: Citrus, Levy, Marion**

Dale French highlighted a variety of events within the last quarter:

- Citrus County Trades Job Fair at WTC.
- Citrus County Youth Job Fair and Expo will be on June 10.
- Levy Youth Expo had 109 students and 19 businesses participating.
- Marion Youth Job Fair had 466 youth and 23 businesses. Our highest attended event to date.
- Through our partnership with CF, we will continue to assist temporary teachers in Marion County gain certifications to become permanent. The average cost per teacher is about \$1200. We already have 100 applications for the next session.

Board Member Agenda – 3/12/2025

The board agenda was available for review.

**MATTERS FROM THE FLOOR**

None

**ADJOURNMENT**

There being no further business, the meeting was adjourned at 10:45 a.m.

**APPROVED:** \_\_\_\_\_



## **RECORD OF ACTION/APPROVAL**

**Consortium Meeting, Wednesday, June 18, 2025**  
**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:**

This item appeared as part of the June 4, 2025, Board consent agenda. Kathy Judkins made a motion to approve the Career Center and Executive committee consent agenda items. Mark Paugh seconded the motion. Motion carried.



## **RECORD OF ACTION/APPROVAL**

**Consortium Meeting, Wednesday, June 18, 2025**  
**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:**

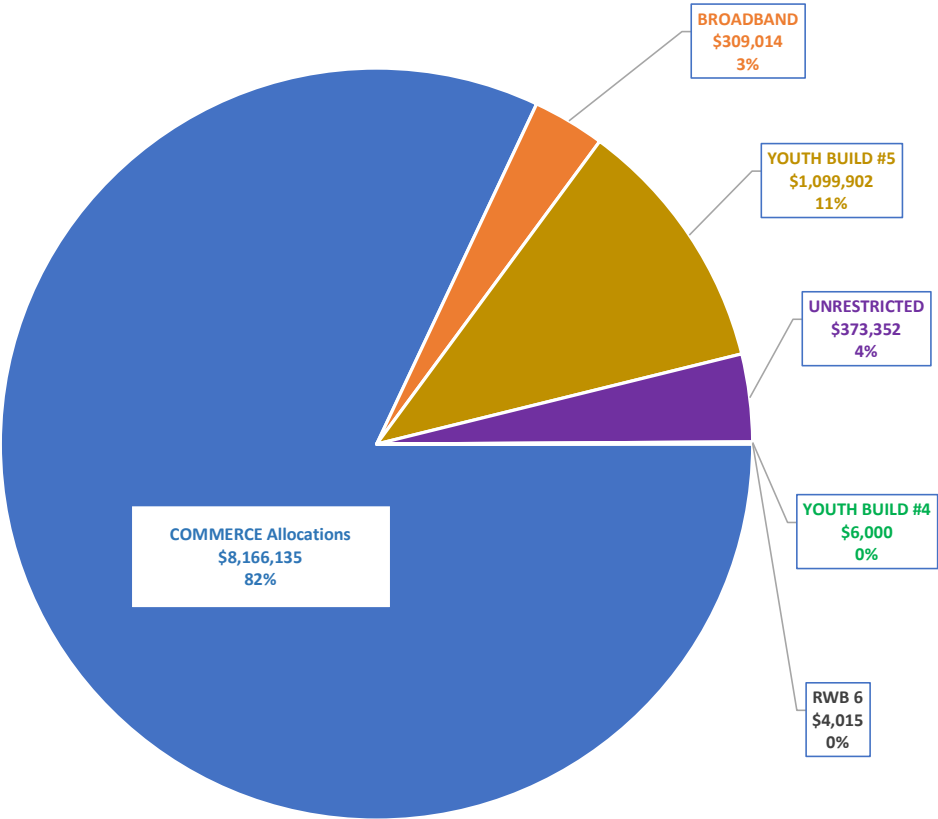
Darlene Goddard made a motion to approve the preliminary 2025-2026 budget. Charles Harris seconded the motion. Motion carried.

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



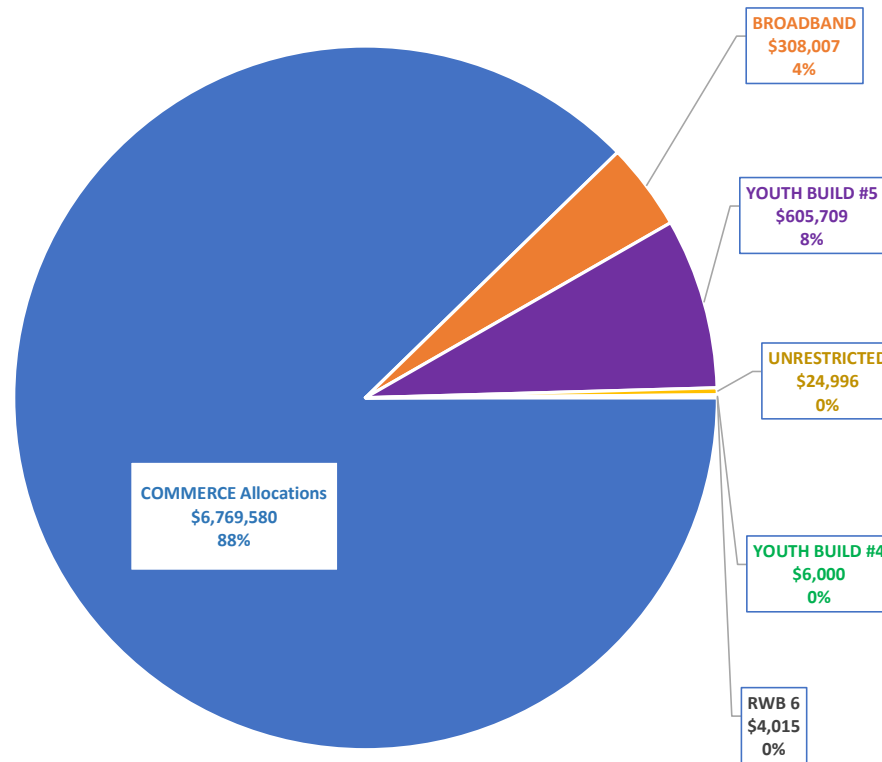
TOTAL REVENUE = \$9,958,418

## 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**

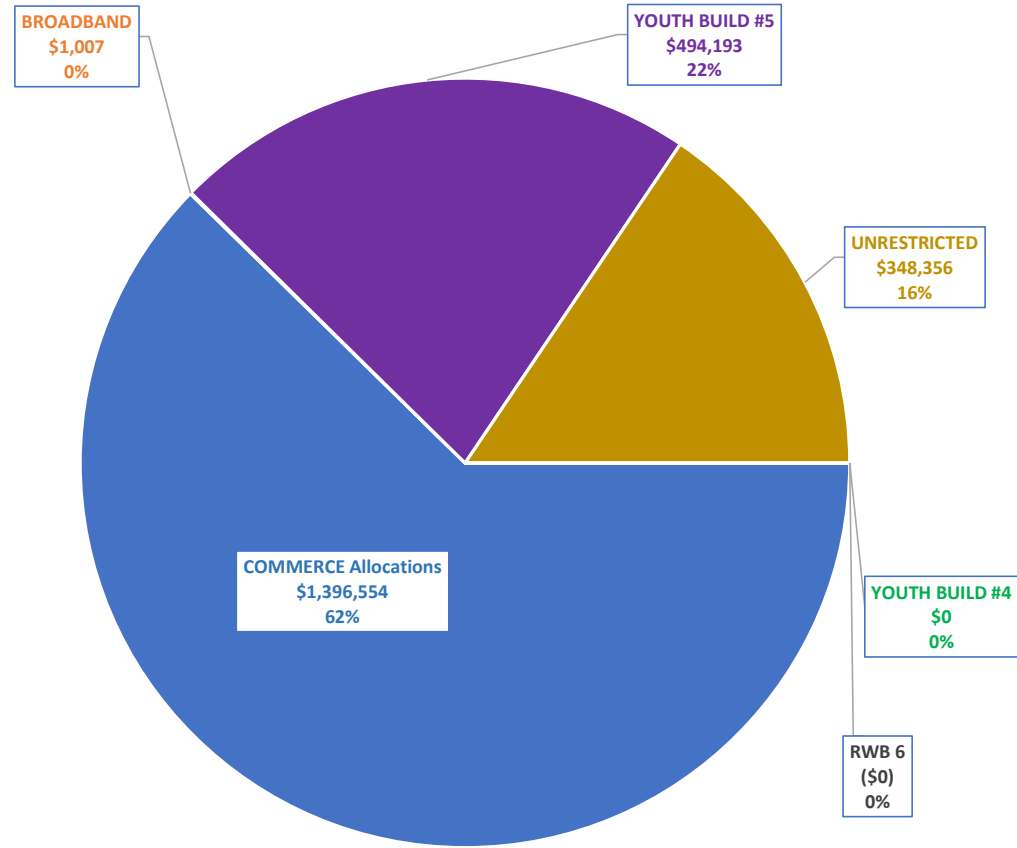


## BUDGETED BALANCE

**\$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 |

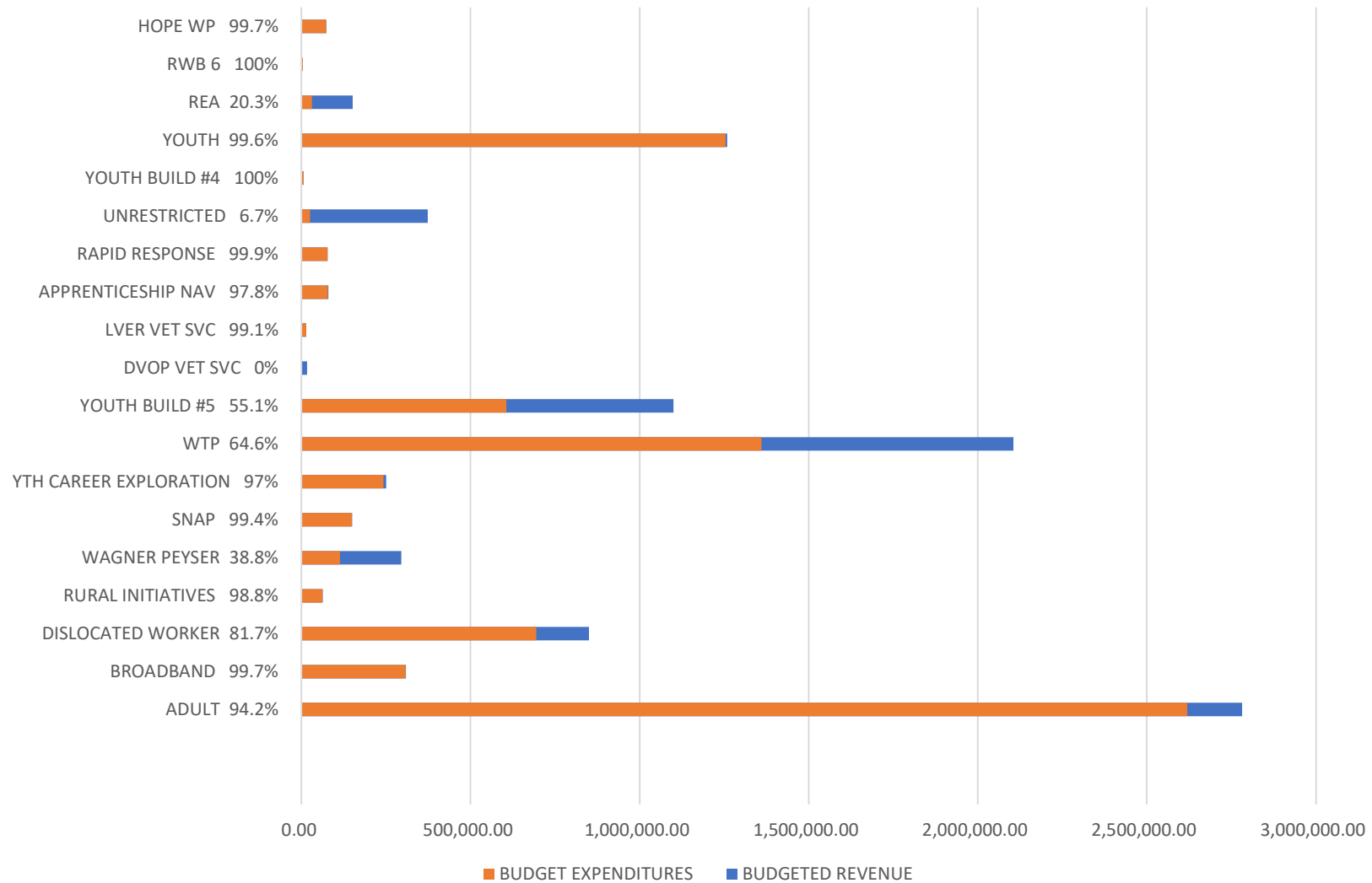
## BALANCE



**UNOBLIGATED Balance = \$1,891,754**

Unobligated Unrestricted = \$348,356

## % SPENT Expenditures to Revenues





## 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 | 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                                | 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**

|   |         |             |
|---|---------|-------------|
| CEO Contract Review – 5/9/2025, 5/28/2025 | Page 62 |             |
| CEO Contract Renewal                      |         | C. Flanagan |

|  |          |
|--|----------|
| <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**

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