



**CAREERSOURCE CITRUS LEVY MARION
Executive Committee**

MINUTES

DATE: May 28, 2025
PLACE: 2703 NE 14th Street, Ocala, FL 34470
TIME: 9:30 a.m.

MEMBERS PRESENT

Al Jones
Arno Proctor
Brandon Whiteman
Carl Flanagan
Charles Harris
Fred Morgan
Jeff Chang
Pete Beasley

MEMBERS ABSENT

OTHER ATTENDEES

Rusty Skinner, CSCLM
Dale French, CSCLM

Cira Schnettler, CSCLM
Bob Stermer, Board Attorney

CALL TO ORDER

The meeting was called to order by Carl Flanagan, Chair, at 9:32 a.m.

ROLL CALL

Cira Schnettler called roll and a quorum was declared present.

APPROVAL OF MINUTES

Jeff Chang made a motion to approve the minutes from the February 26, 2025, meeting. Brandon Whiteman seconded the motion. Motion carried.

DISCUSSION ITEMS

State Update

Rusty Skinner provided the following update:

- He recently attended the CSFL meeting where funding updates were provided. There are challenges to meeting all customer needs with funding reductions. Management is developing goals for staff that will meet performance measures while also providing a positive customer experience.

Workforce Issues that are Important to our Community

Carl Flanagan two items:

- He recently spoke with a business owner in Citrus County that utilized our internship program. The owner was extremely satisfied with the service. The owner is a great community advocate for CareerSource CLM.
- He also recently attended a business networking meeting and the members shared that they think highly of CareerSource CLM and the many benefits that are provided.

PUBLIC COMMENT

None

ACTION ITEMS

For each action item Rusty Skinner or Dale French reviewed points of consideration and staff recommendations.

2025-2026 Budget

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

FWDA Dues

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

Workforce Summit Sponsorship

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

Workforce Champion

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

990

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

Finance User Interface

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

Indefinite Quantity Agreements

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

Benefits Annual Renewal

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

Schedule of Operations

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

OJT Reimbursement

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.

Staff Increases

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.

ITA Waiver Request

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

Joint Audit RFP

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

PROJECT UPDATES

None

MATTERS FROM THE FLOOR

None

ADJOURNMENT

There being no further business, the meeting was adjourned at 10:52 a.m.

APPROVED:_____