



**CAREERSOURCE CITRUS LEVY MARION
Executive Committee**

MINUTES

DATE: August 28, 2019
PLACE: College Of Central Florida, Enterprise Center, Building 42, Ocala, FL
TIME: 9:30 a.m.

MEMBERS PRESENT

Albert Jones
Fred Morgan
Kathy Judkins
Kimberly Baxley
Pete Beasley
Ted Knight

MEMBERS ABSENT

Charles Harris
Rachel Riley

OTHER ATTENDEES

Kathleen Woodring, CSCLM
Rusty Skinner, CSCLM

Cira Schnettler, CSCLM
Robert Stermer, Attorney

CALL TO ORDER

The meeting was called to order by Kim Baxley, Vice-Chair, at 9:30 a.m.

ROLL CALL

Cira Schnettler called roll and a quorum was declared present.

APPROVAL OF MINUTES

Kathy Judkins made a motion to approve the minutes from the June 5, 2019 meeting.
Fred Morgan seconded the motion. Motion carried.

DISCUSSION ITEMS

DEO Policy Issuance/Impact on Operations

DEO Response to USDOL

Kathleen Woodring and Rusty Skinner informed the members that all the committees have been notified of the DEO policy issuance and response. The committees will be updated as additional information comes from DEO and our responses to any new policies.

Changes to Meeting Agendas/Improvement Suggestions

Kathleen Woodring stated that all the committees and chairs have been notified of the meeting improvements and the changes will be implemented during the upcoming board meeting.

FWDA 2020 Legislative Agenda

Rusty Skinner reviewed each item on the attached legislative agenda highlighting A through G of Item 1. The legislature will meet in January and the committee will be informed as meetings progress.

Training Providers

Rusty Skinner explained to the board that the current approved training provider list is comprised of only “brick and mortar” providers with lengthy programs regardless of the existing skillset of the customer. Certain customers may only need a minimum amount of additional skills training and do not want to go through the lengthy programs to achieve the skill needed. Online course training may best fill that need. Many online training providers offer certifications as well. We are working with the State to adjust their policies to allow online training providers.

Workforce Issues that are Important to Our Community

Rusty Skinner encouraged committee members to bring topics to the committee and board meetings. CLM leadership would like to engage in broader discussions on what board members are experiencing in the community regarding workforce issues.

ACTION ITEMS

NAWB – Disaster Event Sponsorship

Rusty Skinner notified the board that NAWB will be hosting a Workforce Disaster Conference in January 2020. CareerSource FL is supporting the event by assisting with facility costs. We can support the event through a sponsorship. Kathy Judkins approved the requested \$5000 from unrestricted funds to support the conference. Pete Beasley seconded the motion. Motion carried.

Banking Services RFP

Kathleen Woodring explained to the committee that our current banking provider will no longer meet the requirements as a Qualified Public Funds Depositor as of December 2019. A new banking provider that meets the requirements will need to be in place before then. As we work jointly with Region 6, they will be a part of the selection process. An RFP will be sent to all local banks and will be placed in the newspaper. Al Jones made a motion to authorize an issuance of a joint RFP with Region 6, in conjunction with the executive committee of Region 6 a new bank will be approved and ratification of the new bank will be brought to the December board meeting. Kathy Judkins seconded the motion. Motion carried.

2019/20 Budget

Kathleen Woodring reviewed the budget and updated the committee on the carry forward funds. The WIOA and WT carry forward funds will be used in youth programs that have been approved by the Career Center committee. Kathy Judkins made a motion to approve the 2019-2020 budget. Pete Beasley seconded the motion. Motion carried.

Contract Amendment to School Board of Marion County

Due to unforeseen issues with hiring an instructor the program was delayed and unable to launch. The original contract dates need to be amended as the program is now progressing. Al Jones made a motion to accept the date amendments to the contract. Ted Knight seconded the motion. Motion carried.

Independent Monitoring Services RFP

2018-2019 Experiential Learning Monitoring Initial Review Corrective Action Plan

Rusty Skinner explained the need and benefits for having an independent monitor review a broader spectrum of processes versus the limited scope that happens with our annual monitoring. An external auditor would conduct reviews such as the internal audit attached. Committee members went on to further discuss the internal monitoring of the experiential learning program and corrective action plan. Al Jones made a motion to approve the issuance of an RFP for an independent monitor. Kathy Judkins seconded the motion. Motion carried.

Executive Session

Organizational/Personnel Update

Rusty Skinner and Kathleen Woodring discussed the internal monitoring of the experiential learning program and management's response.

MATTERS FROM THE FLOOR

None

ADJOURNMENT

There being no further business, the meeting was adjourned at 11:02 a.m.

APPROVED:
