



**CAREERSOURCE CITRUS LEVY MARION  
BOARD MEETING**

**MINUTES**

DATE: March 20, 2024  
PLACE: College of Central Florida, Marion Campus  
TIME: 11:30 a.m.

**MEMBERS PRESENT**

Albert Jones  
Andy Starling  
Angie White  
Arno Proctor  
Ben Whitehouse  
Brandon Whiteman  
Carl Flanagan  
Charles Harris  
Christopher Cowart  
Darlene Goddard  
Debra Stanley  
Fred Morgan  
Jeff Chang  
John Hemken  
Jorge Martinez  
Kevin Cunningham  
Kim Baxley  
Larry White  
Mark Paugh  
Staci Bertrand  
Theresa Flick

**MEMBERS ABSENT**

Angela Juaristic  
Equilla Wheeler  
John Murphy  
Kathy Judkins  
Kevin Sheilley  
Pat Reddish  
Pete Beasley

**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  
Deb Letterman, CSCLM  
Robert Stermer, Attorney  
Tony Waterson, One Stop Operator  
Kristen Barry, One Stop Operator  
Caleb Perla, Powell and Jones

**CALL TO ORDER**

The meeting was called to order by Brandon Whiteman, Chair at 11:34 a.m.

**ROLL CALL**

Cira Schnettler called roll and a quorum was declared present.

### **PUBLIC COMMENT**

There were no public comments.

### **APPROVAL OF MINUTES**

Charles Harris made a motion to approve the minutes from the December 13, 2023, meeting. Mark Paugh seconded the motion. Motion carried.

### **INTRODUCTION OF NEW MEMBERS**

Brandon Whiteman introduced two new members:

- Andy Starling with IBEW1205
- Superintendent Christopher Cowart with Levy County Schools

### **ACTION ITEMS**

#### **Powell and Jones Audit Report**

Caleb Perla reviewed the audit report for the period of July 2022 through June 2023. No issues or findings were noted. Kevin Cunningham made a motion to accept the audit report. Deb Stanley seconded the motion. Motion carried.

#### **Mid-Year Budget Updates**

Dale French presented the budget updates. The new format of the budget presentation was well received. He noted that for CLM to stay competitive in the job market the human resources department is conducting a salary comparison study. The results of that study will be presented to the executive committee in the next cycle of meetings. Carl Flanagan made a motion to accept the budget updates. Kevin Cunningham seconded the motion. Motion carried.

#### **Local Area Designation**

Rusty Skinner notified the Board that the State is requesting the local area designation to be submitted to the State before the next board meeting. This process usually happens every other year and was set to happen in 2025. Due to the regional reorganization, it is happening this year as well. This action item has been added to the revised packet with the previous year's form, but the correct forms will be submitted to the State. When the new forms are received, they will need to be approved by the Consortium and submitted to the State. Kevin Cunningham made a motion to forward the redesignation forms to the Consortium for approval and then to the State. Deb Stanley seconded the motion. Motion carried.

### **RELATED PARTIES CONTRACT APPROVALS 2024-2025**

#### **Master Contracts Requiring 2/3rds Vote**

1. Citrus County Chamber of Commerce
2. Ocala Metro Chamber & Economic Partnership (CEP)
3. Levy County Schools
4. College of Central Florida
5. Marion County School Board

Theresa Flick made a motion to approve contracts for Citrus County of Chamber of Commerce, Ocala Metro Chamber & Economic Partnership (CEP), Levy County Schools, College of Central Florida, and Marion County School Board. Carl Flanagan, Kevin Cunningham, Christopher Cowart, Mark Paugh, and Ben Whitehouse abstained due to

a conflict. Members that previously declared a conflict but are not present are John Murphy and Kevin Sheilley. Deb Stanley seconded the motion. Motion carried.

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

6. Ancorp
7. Key Training Center
8. A & M Manufacturing
9. Ocala Housing Authority
10. Citrus County Schools

Carl Flanagan made a motion to approve contracts for Ancorp, Key Training Center, A&M Manufacturing, Ocala Housing Authority, and Citrus County Schools. Arno Proctor, Theresa Flick, John Hemken, and Deb Stanley abstained due to a conflict. Angela Juaristic previously declared a conflict but is not present. Kevin Cunningham seconded the motion. Motion carried.

Contracts Not Requiring 2/3rds Vote – No Conflicts

11. Nature Coast Business Development Council
12. Powell and Jones – Joint Auditing
13. Powell and Jones – Subrecipient Monitoring
14. CD Staffing
15. Region 6 Financial Services Agreement
16. Underwood and Sloan
17. Quality Labor Management

Kevin Cunningham made a motion to approve all other contracts. Theresa Flick seconded the motion. Motion carried.

**DISCUSSION ITEMS**

State Update

Rusty Skinner provided the following updates:

- Administration Move to 14<sup>th</sup> Street Career Center: Administrative staff have moved over from the College. IT staff will be last to move in April. He recognized and complimented Cory Weaver and Dwain Henderson for a smooth and efficient transition.
- Regional Planning: The State requested region directors to identify areas for regional planning. A response has been submitted to the State and we are awaiting their feedback.
- Clam Project: Clam farmers in Levy County experienced 80-90% loss due to Hurricane Idalia. Information sessions on recovery services were well attended. Approximately 70 participants are enrolled in the recovery program, and we expect that number to continue to grow.
- Budget: State allocations have not been released. The formula for regional allocations will change due to the State reorganization. A decrease in funding is expected, despite demands for services being steady.
- Annual Plan: The plan will be due in September to the State.
- Education Consortium: The first meeting will be held on Thursday, March 21 at CF in Marion County. There are open member seats for representatives from all three

counties. He welcomed board members to make recommendations. The committee is starting off with a good quantity of members and new members will be added as needed by industry.

- USDOL – Training and Employment Guidance Letter (TEGL): One barrier to employment and services provided to customers is the upfront requirement of collecting personal information. USDOL is taking steps to seek other ways to validate individuals for eligibility.

#### Workforce Issues that are Important to our Community

There were no discussion items.

### **CONSENT AGENDA**

#### Performance and Monitoring – 2/6/2024

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

#### Business and Economic Development – 2/7/2024

No Action Items

In the absence of Committee Chair Pete Beasley, Cory Weaver provided a summary of the committee activities.

#### Career Center – 2/15/2024

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

#### Marketing and Outreach – 2/21/2024

Laura Byrnes provided a summary of the committee activities.

#### Executive Committee – 2/28/2024

YouthBuild Monitoring  
Cedar Key Clam Restoration  
Mobile Career Bus  
HR6655 Draft Letter

Rusty Skinner provided a summary of the committee activities.

Kevin Cunningham made a motion to approve the Executive committee consent agenda items. Mark Paugh seconded the motion. Motion carried.

### **PROJECT UPDATES**

None

### **MATTERS FROM THE FLOOR**

None

### **ADJOURNMENT**

There being no further business, the meeting adjourned at 12:47 p.m.

**APPROVED:**

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## **RECORD OF ACTION/APPROVAL**

**Board Meeting, Wednesday, March 20, 2024  
Executive Committee, Wednesday, February 28, 2024**

### **TOPIC/ISSUE:**

2023 Year End Finance Audit

### **BACKGROUND:**

Powell and Jones concluded their financial audit for year ending June 30, 2023. 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:**

Al Jones made a motion to accept the report. Carl Flanagan seconded the motion. Motion carried.

### **BOARD ACTION:**

Kevin Cunningham made a motion to accept the audit report. Deb Stanley seconded the motion. Motion carried.



## **RECORD OF ACTION/APPROVAL**

**Board Meeting, Wednesday, March 20, 2024  
Executive Committee, Wednesday, February 28, 2024**

### ***TOPIC/ISSUE:***

Budget and Expenditure summary for period 7/01/2023 – 12/31/2023

### ***BACKGROUND:***

The budget has been updated for changes in revenue. 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:***

Charles Harris made a motion to approve the budget report. Al Jones seconded the motion. Motion carried.

### ***BOARD ACTION:***

Carl Flanagan made a motion to accept the budget updates. Kevin Cunningham seconded the motion. Motion carried.



## **RECORD OF ACTION/APPROVAL**

**Board Meeting  
Wednesday, March 20, 2024**

### **TOPIC/ISSUE:**

Area Designation; Board Certification

### **BACKGROUND:**

WOA requires each workforce development area and Board to be recertified every two years. Region 10 was re-designated in April 2023. However, due to recent re-designation of workforce boards as required by the REACH Act we will need to recertify again this year.

### **POINTS OF CONSIDERATION:**

The local area designation must be approved by the Consortium and the local Director.

### **STAFF RECOMMENDATIONS:**

Request approval to sign the certification and submit it and the Board information to the Consortium for their approval.

### **COMMITTEE ACTION:**

### **BOARD ACTION:**

Kevin Cunningham made a motion to forward the redesignation forms to the Consortium for approval and then to the State. Deb Stanley seconded the motion. Motion carried.



## **RECORD OF ACTION/APPROVAL**

**Board Meeting  
Wednesday, March 20, 2024**

### **TOPIC/ISSUE:**

Approval of 2024-2025 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
2. Ocala Metro Chamber & Economic Partnership (CEP)
3. Levy County Schools
4. College of Central Florida
5. Marion County School Board

Theresa Flick made a motion to approve contracts for Citrus County of Chamber of Commerce, Ocala Metro Chamber & Economic Partnership (CEP), Levy County Schools, College of Central Florida, and Marion County School Board. Carl Flanagan, Kevin Cunningham, Christopher Cowart, Mark Paugh, and Ben Whitehouse abstained due to a conflict. Members that previously declared a conflict but are not present are John Murphy and Kevin Sheilley. Deb Stanley seconded the motion. Motion carried.

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

6. Ancorp
7. Key Training Center
8. A & M Manufacturing



9. Ocala Housing Authority
10. Citrus County Schools

Carl Flanagan made a motion to approve contracts for Ancorp, Key Training Center, A&M Manufacturing, Ocala Housing Authority, and Citrus County Schools. Arno Proctor, Theresa Flick, John Hemken, and Deb Stanley abstained due to a conflict. Angela Juaristic previously declared a conflict but is not present. Kevin Cunningham seconded the motion. Motion carried.

Contracts Not Requiring 2/3rds Vote – No Conflicts

11. Nature Coast Business Development Council
12. Powell and Jones – Joint Auditing
13. Powell and Jones – Subrecipient Monitoring
14. CD Staffing
15. Region 6 Financial Services Agreement
16. Underwood and Sloan
17. Quality Labor Management

Kevin Cunningham made a motion to approve all other contracts. Theresa Flick seconded the motion. Motion carried.

## CareerSource CLM - All Contracts July 1, 2024 - June 30, 2025

Item #	Contractor	Purpose/Scope of Work Summary	Funding	Board Action	Contractor / SubContractor	Conflicts
<b>Master Contracts Requiring 2/3rds Vote</b>						
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		C	John Murphy, Carl Flanagan, Kevin Cunningham
2	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		C	Kevin Sheilley
3	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		C	Christopher Cowart
4	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		C	Mark Paugh
5	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		C	Ben Whitehouse
<b>Master Contracts Requiring 2/3rds Vote - OJT, CBT, or Apprenticeship Training Opportunities</b>						
6	ANCORP	CBT and/or OJT Training Services - approval but to not exceed	\$ 20,000.00		C	Arno Proctor
7	Key Training Center	CBT and/or OJT Training Services - approval but to not exceed	\$ 20,000.00		C	Theresa Flick
8	A&M Manufacturing	CBT and/or OJT Training Services - approval but to not exceed	\$ 20,000.00		C	John Hemken
9	Ocala Housing Authority	CBT and/or OJT Training Services - approval but to not exceed	\$ 20,000.00		C	Angela Juaristic
10	Citrus County Schools	CBT and/or OJT Training Services - approval but to not exceed	\$ 20,000.00		C	Deb Stanley
<b>Contracts Not Requiring 2/3rds Vote</b>						
11	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		C	
12	Powell and Jones	Joint auditing (Financial)	\$ 17,505.00		C	
13	Powell and Jones	Subrecipient monitoring	\$ 3,800.00		C	
14	CD Staffing	Payroll for PWE/PWI agreements	Cost + 30% Mark up		C	
15	Region 6	Financial Services Agreement	\$ 55,000.00		C	
16	Underwood and Sloan	Third party monitoring	\$ 50,000.00		C	
17	Quality Labor Management	Disaster Recover Employment Services (staffing)	Cost + 42% Mark up		C	

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

LAST NAME—FIRST NAME—MIDDLE NAME Proctor, Arno E	NAME OF BOARD, COUNCIL, COMMISSION, AUTHORITY, OR COMMITTEE Citrus Levy Marion Reg. Workforce Dev. Board(CareerSource)
MAILING ADDRESS 5393 SW 86th PL	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    COUNTY Ocala    Marion	NAME OF POLITICAL SUBDIVISION:
DATE ON WHICH VOTE OCCURRED 3/20/2024	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, Arno Proctor, hereby disclose that on March 20, 20 24 :

(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 ANCORP, 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:

OJT and Custom Business Training

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.

3/20/2024

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 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 3/20/2024		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.
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**DISCLOSURE OF LOCAL OFFICER'S INTEREST**

I, Benjamin Whitehouse, hereby disclose that on March 20, 20 24 :

(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.

3/20/2024

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>Flanagan Carl Douglas</i>	NAME OF BOARD, COUNCIL, COMMISSION, AUTHORITY, OR COMMITTEE Citrus Levy Marion Reg. Workforce Dev. Board(CareerSource)
MAILING ADDRESS <i>10155 W. Pinedale Circle</i>	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      COUNTY <i>Crystal River      Citrus</i>	NAME OF POLITICAL SUBDIVISION:
DATE ON WHICH VOTE OCCURRED 3/20/2024	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:

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 D Flanagan, hereby disclose that on March 20, 20 24 :

(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:

Lifetime member of Citrus Chamber.

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.

3/20/2024

Date Filed

Carl D 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 <b>Cowart Christopher Allen</b>	NAME OF BOARD, COUNCIL, COMMISSION, AUTHORITY, OR COMMITTEE <b>Citrus Levy Marion Reg. Workforce Dev. Board(CareerSource)</b>
MAILING ADDRESS <b>480 Marshburn Drive</b>	THE BOARD, COUNCIL, COMMISSION, AUTHORITY OR COMMITTEE ON WHICH I SERVE IS A UNIT OF:
CITY <b>Bronson</b>	<input type="checkbox"/> CITY <input type="checkbox"/> COUNTY <input checked="" type="checkbox"/> OTHER LOCAL AGENCY COUNTY <b>Levy</b> NAME OF POLITICAL SUBDIVISION: 
DATE ON WHICH VOTE OCCURRED <b>3/20/2024</b>	MY POSITION IS: <input checked="" 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, Christopher Allen Cowart, hereby disclose that on March 20, 20 24 :

(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:

I am the Superintendent of Schools for Levy County

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.

3/20/2024

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 <span style="font-size: 1.2em; color: blue;">Stanley, Debra Hood</span>	NAME OF BOARD, COUNCIL, COMMISSION, AUTHORITY, OR COMMITTEE Citrus Levy Marion Reg. Workforce Dev. Board(CareerSource)
MAILING ADDRESS <span style="font-size: 1.2em; color: blue;">3251 South Cygnet Pt</span>	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      COUNTY <span style="font-size: 1.2em; color: blue;">Inverness, FL      Citrus</span>	NAME OF POLITICAL SUBDIVISION:
DATE ON WHICH VOTE OCCURRED 3/20/2024	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, Debra Stanley, hereby disclose that on March 20, 20 24 :

(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 School Board, 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:

Employee of Citrus County Schools

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.

3/20/2024  
Date Filed

Debra Stanley  
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, FL 32606	COUNTY Alachua	<input type="checkbox"/> CITY	<input type="checkbox"/> COUNTY <input checked="" type="checkbox"/> OTHER LOCAL AGENCY
DATE ON WHICH VOTE OCCURRED 3/20/2024		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)



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

LAST NAME—FIRST NAME—MIDDLE NAME <u>HEMKEN JOHN DARYL</u>		NAME OF BOARD, COUNCIL, COMMISSION, AUTHORITY, OR COMMITTEE Citrus Levy Marion Reg. Workforce Dev. Board (CareerSource)
MAILING ADDRESS <u>10005 NW 22<sup>ND</sup> ROAD ARLACHOA</u>		THE BOARD, COUNCIL, COMMISSION, AUTHORITY OR COMMITTEE ON WHICH I SERVE IS A UNIT OF:
CITY <u>GAINESVILLE, FL</u>	COUNTY <u>32606</u>	<input type="checkbox"/> CITY <input type="checkbox"/> COUNTY <input checked="" type="checkbox"/> OTHER LOCAL AGENCY
DATE ON WHICH VOTE OCCURRED <u>3/20/2024</u>		NAME OF POLITICAL SUBDIVISION:
		MY POSITION IS: <input type="checkbox"/> ELECTIVE <input checked="" type="checkbox"/> APPOINTEE

## DISCLOSURE OF LOCAL OFFICER'S INTEREST

I, JOHN HEMKEN, hereby disclose that on March 20, 2024:

(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 A&M MANUFACTURING, INC., 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 THE OWNER/CEO OF  
A&M MANUFACTURING, INC

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.

3/20/2024  
Date Filed

John Hemken  
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 Cunningham Kevin David		NAME OF BOARD, COUNCIL, COMMISSION, AUTHORITY, OR COMMITTEE Citrus Levy Marion Reg. Workforce Dev. Board(CareerSource)	
MAILING ADDRESS 2421 N. Lecanto Hwy		THE BOARD, COUNCIL, COMMISSION, AUTHORITY OR COMMITTEE ON WHICH I SERVE IS A UNIT OF:	
CITY Lecanto	COUNTY Citrus	<input type="checkbox"/> CITY <input type="checkbox"/> COUNTY <input checked="" type="checkbox"/> OTHER LOCAL AGENCY	NAME OF POLITICAL SUBDIVISION:
DATE ON WHICH VOTE OCCURRED 3/20/2024		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, Kevin D. Cunningham, hereby disclose that on March 20, 20 24 :

(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:

I am a Life Board 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.

3/20/2024

Date Filed

*Kevin D. Cunningham*

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.





**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 Lee Paugh, hereby disclose that on March 20, 20 24 :

(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.

3/20/2024  
Date Filed

Mark Lee Paugh  
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 D.</i>	NAME OF BOARD, COUNCIL, COMMISSION, AUTHORITY, OR COMMITTEE Citrus Levy Marion Reg. Workforce Dev. Board(CareerSource)
MAILING ADDRESS <i>11309 W. Amerindian Ct. E-108</i>	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      COUNTY <i>Crystal River      Citrus</i>	NAME OF POLITICAL SUBDIVISION:
DATE ON WHICH VOTE OCCURRED 3/20/2024	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 20, 20 24 :

(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:

Employer of 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.

3/20/2024  
Date Filed

Theresa 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.



## **RECORD OF ACTION/APPROVAL**

**Board Meeting, Wednesday, March 20, 2024  
Executive Committee, Wednesday, February 28, 2024**

### **TOPIC/ISSUE:**

Acceptance of the Department of Labor (DOL) YouthBuild monitoring report.

### **BACKGROUND:**

Eric Dent (Federal Project Officer) from the DOL was onsite to conduct monitoring of the current YouthBuild program December 4-15, 2023. He reviewed customer files, financial records and processes, and interviewed grant related staff.

### **POINTS OF CONSIDERATION:**

The final report revealed no Other Non-compliance issues or Findings. No other issues were reported. Eric stated that he was extremely pleased by the quality of our program and staff. Additionally, he asked staff to present the best practices listed in the report to the regional peer-to-peer training group.

### **STAFF RECOMMENDATIONS:**

Accept the monitoring report as submitted to us from the DOL.

### **COMMITTEE ACTION:**

Carl Flanagan made a motion to accept the report. Jeff Chang seconded the motion. Motion carried.

### **BOARD ACTION:**

Kevin Cunningham made a motion to approve the Executive committee consent agenda items. Mark Paugh seconded the motion. Motion carried.



## **RECORD OF ACTION/APPROVAL**

**Board Meeting, Wednesday, March 20, 2024**  
**Executive Committee, Wednesday, February 28, 2024**

### **TOPIC/ISSUE:**

Cedar Key Disaster Recovery Staffing

### **BACKGROUND:**

We are currently engaged with the UF/IFAS office in Cedar Key to use our disaster recovery grant funds from Hurricane Idalia to re-employ dislocated workers and growers/owners in the shellfish cultivation industry. We have met with approximately 80 submerged land lease holders to date. We also have agreed to provide services to 14 lease holders that are located in Dixie County. Funding for these activities will be transferred to us as needed. This has been approved by CareerSource Florida Crown (Region 7) and endorsed by Florida Commerce.

### **POINTS OF CONSIDERATION:**

Due to the expected scope of the program that requires oversight of individual worksites, monitoring of allowable activities, communications with growers, timesheet verification, and coordination of services between CareerSource CLM and Quality Labor Management (employer of record) we would like flexibility to add two full-time, temporary positions that will be funded through disaster grant funds. Positions would only be filled dependent on need. We will have a better idea of actual enrollments by the end of March. We will continue to provide quarterly updates to committees and board.

### **STAFF RECOMMENDATIONS:**

Approve hiring up to two full-time staff members to manage grant activities in Levy and Dixie counties.

### **COMMITTEE ACTION:**

Charles Harris made a motion to approve the hiring of up to two temporary full-time staff to manage grant activities in Levy and Dixie Counties. Kim Baxley seconded the motion. Motion carried.

### **BOARD ACTION:**

Kevin Cunningham made a motion to approve the Executive committee consent agenda items. Mark Paugh seconded the motion. Motion carried.





## **RECORD OF ACTION/APPROVAL**

**Board Meeting, Wednesday, March 20, 2024  
Executive Committee, Wednesday, February 28, 2024**

### **TOPIC/ISSUE:**

Declaration of Surplus- Large Mobile Unit

### **BACKGROUND:**

See attached email

### **POINTS OF CONSIDERATION:**

The condition of the mobile unit has required a continued level of maintenance and repair that have only solved the problem then at hand. Suspension and frame concerns will require an on-going level of repair expenditure that, because of the vehicle's age, is unwarranted.

### **STAFF RECOMMENDATIONS:**

Declare the mobile unit surplus and dispose in accordance with state requirements. Seek state help in purchasing two small vans, trailers and generators to provide a modern, more versatile mobile career center response.

### **COMMITTEE ACTION:**

Carl Flanagan made a motion to declare the mobile unit as surplus and disposed in accordance with state requirements. Jeff Chang seconded the motion. Motion carried.

### **BOARD ACTION:**

Kevin Cunningham made a motion to approve the Executive committee consent agenda items. Mark Paugh seconded the motion. Motion carried.



## **RECORD OF ACTION/APPROVAL**

**Board Meeting, Wednesday, March 20, 2024**  
**Executive Committee, Wednesday, February 28, 2024**

### **TOPIC/ISSUE:**

HR 6655 A Stronger Workforce for America Act

### **BACKGROUND:**

The U.S. House of Representatives is considering HR 6655. It is designated to amend and update WIOA. A NAWB piece outlining the areas that should be of concern to the local workforce system has been previously provided to the Board members.

### **POINTS OF CONSIDERATION:**

The draft attached is a response to the bill and designed to be sent to each local member of Congress.

### **STAFF RECOMMENDATIONS:**

Consider expressing the concerns to our Representatives.

### **COMMITTEE ACTION:**

Carl Flanagan made a motion to approve sending the response letter to local representatives. Jeff Chang seconded the motion. Motion carried.

### **BOARD ACTION:**

Kevin Cunningham made a motion to approve the Executive committee consent agenda items. Mark Paugh seconded the motion. Motion carried.