



**CAREERSOURCE CITRUS LEVY MARION
Executive Committee**

MINUTES

DATE: August 28, 2024
PLACE: 2703 NE 14th Street, Ocala, FL 34470
TIME: 9:30 a.m.

MEMBERS PRESENT

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

MEMBERS ABSENT

Arno Proctor

OTHER ATTENDEES

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

Cira Schnettler, CSCLM
Bob Stermer, Board Attorney

CALL TO ORDER

The meeting was called to order by Carl Flanagan, Chair, at 9:30 a.m.

ROLL CALL

Cira Schnettler called roll and a quorum was declared present.

APPROVAL OF MINUTES

Al Jones made a motion to approve the minutes from the May 29, 2024, meeting. Pete Beasley seconded the motion. Motion carried.

DISCUSSION ITEMS

State Update

Rusty Skinner provided the following update:

- Clam Grant: The State was delayed in filing a funding request to the federal program. In the interim the funding for the program has been made through other resources, which may be exhausted if program funding is not received timely.
- Subgrantee Agreement: A final draft has been emailed to all board members. Regional feedback has been sent to the State. When the final version is completed, it will also be presented to the Board.

Workforce Issues that are Important to our Community

Al Jones stated that he attended the recent Citrus County Job Fair and was impressed at the number of attendees and how well they were prepared. He gave kudos to the business services team.

Regional Planning

During the upcoming Summit, Rusty Skinner will be meeting with the two other regions to further discuss regional planning, along with Ernst and Young and CareerSource Florida representatives. To meet the State's deadlines a Special Executive Committee may be called to approve the plan.

USDOL/ETA Advisories - Training and Employment Guidance Letters (TEGL) Update TEGL 15-23 – Employment and Training Administration Recipient Responsibilities for Reporting Instances of Suspected Fraud, Program Abuse, and Criminal Conduct

The advisory is included in the packet for review.

2022-2023 Final Monitoring Report

Dale French explained that the report is one and half years behind. A response was submitted and accepted by the State. It was requested to receive the reports in a timely manner in the future.

PUBLIC COMMENT

None

ACTION ITEMS

MOU Renewals – Mandatory Partners

Dale French explained that the MOU's are reviewed every year and updated every three years.

Charles Harris made a motion to approve the execution of the MOU's for the mandatory partners. Jeff Chang seconded the motion. Motion carried.

Telework and Work From Home (WFH) Status

Dale French explained the benefits to the staff and organization of the updated policy.

Charles Harris approved the amendment to the personnel policy to include the new Work From Home / Telework policy. Pete Beasley seconded the motion. Motion carried.

CBT Wage Gap

Dale French advised that adjusting the wage cap will expand the potential candidates that may qualify for the programs. We are working with the CEP to conduct a survey of local businesses to gauge interest in our programs or identify barriers to utilizing the programs.

Fred Morgan made a motion to approve increasing the Employed Worker/Custom Business Training wage cap to \$36.56 per hour or the salaried equivalent of \$76,062.00. Jeff Chang seconded the motion. Motion carried.

Summit Sponsorship

Fred Morgan made a motion to approve the \$5,000 sponsorship for 2024 Workforce Professional Development Summit. Charles Harris seconded the motion. Motion

carried.

Budget Modification – Eckerd Youth

Dale French stated that the Department of Labor re-released the YouthBuild grants for next year. Proposals are due mid-September for a Spring start. To keep the momentum going for a condensed version of the program through Fall and Winter additional funding is being requested.

Pete Beasley made a motion to amend the Eckerd budget to include \$200,000 in additional funding. Charles Harris seconded the motion. Motion carried.

TransfrVR

Dale French shared that TransfrVR is a company that utilizes virtual training for career exploration. This type of training may be another avenue to appeal to young adult customers through technology.

Fred Morgan made a motion to approve the application for grant funding to fund a two-year virtual reality training program. Pete Beasley seconded the motion. Motion carried.

Final 2024-2025 Budget

Dale French reviewed the budget reports noting the additional funding streams that will impact the budget.

Fred Morgan made a motion to approve the final 2024-2025 budget. Pete Beasley seconded the motion. Motion carried.

Subgrantee Agreement

Charles Harris made a motion to approve the draft version of the subgrantee agreement and authorize the Board Chair to sign a final agreement. Pete Beasley seconded the motion. Motion carried.

Deferred Compensation Program

Rusty Skinner explained that this will be an optional program for staff that will not require funding from CLM.

Al Jones made a motion to add the Deferred Compensation Program as an additional benefit to staff and to authorize the CEO to sign all relevant forms and documents. Pete Beasley seconded the motion. Motion carried.

Mobile Unit Purchase

Rusty Skinner was happy to report that the large mobile unit sold, and that State and Federal approval has been received to purchase a van. A Request for Proposal will be distributed appropriately into the community. Once the bids have been received staff recommendations will be presented at the next meeting.

Jeff Chang made a motion to take steps for the procurement of a replacement mobile career center using federal funds. Pete Beasley seconded the motion. Motion carried.

Special District Performance Action

Al Jones made a motion to approve the letter grade report as the annual report needed to meet the requirements for the Uniform and Special District Accountability Act.

Charles Harris seconded the motion. Motion carried.

WIOA Plan

Cory Weaver explained that the plan has been discussed at all of the committee meetings. The Plan has been posted on the CLM website and is available in all centers for public feedback.

Pete Beasley made a motion to approve the local plan. Al Jones seconded the motion. Motion carried.

PROJECT UPDATES

MATTERS FROM THE FLOOR

None

ADJOURNMENT

There being no further business, the meeting was adjourned at 10:40 a.m.

APPROVED: _____