



Meeting of the Board of Directors of the North Florida Workforce Development Board, Inc.

August 25, 2025 | 4pm

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MINUTES

Any member having a conflict of interest must abstain from voting, state the reason for the record, and complete a form 8b. Forms are available from staff at every meeting.

Welcome and Call to Order by Doug Brown, Board Chair at 4:00 PM.

Roll Call

Board Members

Bryan Blair	Tracy Givens
Doug Brown	Mac McMullen
DeAnn Cruz	Ronnie Moore
Chris Day	Michelle Norris
David Dunkle	Rebecca Sharpe
Paula Ginn	

Staff/Guests

Rusty Skinner
Deborah Cohn
Latoria Jackson

Public Comments: None at this time.

Action Items

Consent

1. Approval of the Agenda
 - a. A motion to approve the Consent Agenda was made by Ronnie Moore, seconded by Tracy Givens. Motion carried.

Approval/Discussion

2. Consideration of Executive Director Contract
 - a. Doug Brown reported on the recent board meeting regarding the Executive Director (ED) contract for CareerSource North Florida. Based on that discussion, a proposal was made to adjust the ED contract term from three years to one year. Mr. Brown subsequently contacted the newly appointed Executive Director, Marsha Durden, who



declined the proposed one-year term and countered with a request for a two-year contract.

To provide context for the multi-year contract recommendation, Mr. Brown introduced Rusty Skinner, CEO of CareerSource Citrus Levy Marion. Mr. Skinner emphasized that workforce development finances differ significantly from county finances, and that the complexity of the programs, partnerships, and funding structures requires substantial time to understand. He noted that the new Executive Director would need at least one year to fully learn the business and begin making meaningful improvements.

Following the discussion, Mr. Brown proposed two options: (1) return to the original three-year contract, or (2) submit a revised two-year contract for Ms. Durden's consideration.

- b. A motion to approve the original three-year contract was made by Bryan Blair and seconded by Tracy Givens. The motion carried with eight votes in favor and three opposed.

There being no further business, the meeting was adjourned at 4:16 pm.