



Meeting of Board of Directors

Thursday, August 23rd, 2018 at 4:00 p.m.
CareerSource North Florida Administrative Office
Conference Room
705 East Base Street | Madison, FL 32340

A teleconference line will be available
Dial-in number: 850.973.2672 extension 802 | Conference Code: 2672

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 – Mrs. S.W. Ellis, Chair

In Attendance:

Mrs. S.W. Ellis, Chair
Mr. Ronnie Moore
Dr. Alvin Jackson
Mr. Monty Morgan
Mr. Danny Collins
Mrs. Jodi Tillman
Ms. Sandra Parker
Ms. Allison Gill
Mr. David Dunkle

Phone:

Ms. Jennifer Hutchins

Public Comments: All citizens desiring to speak must sign in and will be limited to three minutes per person.

Following a brief discussion, the consent agenda was broken apart by Mrs. S.W. Ellis, Chair, and each item was voted on individually.

Consent Agenda (Pages 1-6)

1. Approval of Agenda
 - a. Mr. Ronnie Moore moved, and Dr. Alvin Jackson seconded the motion to approve the agenda. The motion carried.
2. Minutes from 5/31/18 Board Meeting
 - a. Dr. Jackson moved, and Mr. Danny Collins seconded the motion to approve the minutes from the previous board meeting. The motion carried.
3. Minutes from 6/26/18 Executive Committee Meeting
 - a. Dr. Jackson moved, and Mr. Moore seconded the motion to approve the minutes from the previous Executive Committee meeting. The motion carried.
4. Current Expenditures, Final 17-18
 - a. Mrs. Jodi Tillman moved, and Dr. Jackson seconded the motion to approve the current expenditures. The motion married.

New and Unfinished Business (Action Needed)

1. Executive Committee Recommendation: Budget approval (Page 7)
 - a. Dr. Jackson moved, and Mr. Morgan seconded the motion to approve the budget as recommended by the Executive Committee. The motion carried.
2. Incentive Budget/Project Approval (Pages 8-10)
 - a. After a brief overview from Executive Director Mrs. Diane Head, Dr. Jackson made a motion to approve the incentive budget as read. Following a discussion as to whether Mrs. Head would be included in staff incentives, the motion was amended as follows: Dr. Jackson moved to approve the incentive budget as read, including staff incentives to include the Executive Director at 5% her salary. Mr. Moore seconded the motion and the motion carried.
3. Executive Committee Recommendation: Training Provider Priority Policy (Pages 11-12)
 - a. Mr. Moore moved, and Ms. Allison Gill seconded the motion to approve the Training Provider Policy as recommended by the Executive Committee. The motion carried.
4. Training Provider Consideration (Pages 13-39)
 - a. Following considerable discussion regarding the nature of training providers, program availability (both in and out of the region), and education regarding customer choice, Dr. Jackson moved that the total of eight submissions to be considered for addition to the local Eligible Training Provider List be approved and funded individually based on the previously approved Training Provider Policy. Mr. Collins seconded the motion, and the motion passed with one dissenting vote.
 - i. Mrs. Tillman abstained from the vote and completed a Conflict of Interest Form 8B.
 - ii. Ms. Sandra Parker abstained from the vote but stated for the record that she had no conflict of interest, and therefore no Form 8B was completed.
5. One-Stop Operator Report (2017-18 final) (Pages 40-70)
 - a. Mr. Moore moved, and Ms. Parker seconded the motion to approve the One-Stop Operator Report. The motion carried.
6. 25% ITA Waiver Request
 - a. Ms. Tillman moved, and Mr. Dunkle seconded the motion to approve the 25% ITA Waiver Request. The motion carried.

Informational Items

1. Fleet Vehicle Lease (Pages 71-73)
2. Greenville Youth Build
3. Updating Purchase Order System
4. 2017-18 Audit
5. [Customer Traffic/Sign In](#)
6. Summer TANF Pilot
7. Florida-Georgia Workforce Alliance update
8. [Form 8B For Voting Conflicts](#)
9. [Financial Disclosure Forms due NOW](#) for Previous Year--Fines will be assessed for forms not filed or postmarked by September 1st, amounting to \$25 per day

10. Executive Committee Budget meeting in October

11. Workforce Professional Summit September 24-26
 - a. Following a discussion of the informational items and a reminder that the next Full Board Meeting will be held on November 29, noting a change in date, the meeting was adjourned by Mrs. Ellis.