

**DRAFT MINUTES**  
**CAREERSOURCE PALM BEACH COUNTY, INC.**  
**BOARD OF DIRECTORS' MEETING**  
**Thursday, April 24, 2025**

**I. CALL MEETING TO ORDER, WELCOME**

The meeting was video, and audio recorded with a written transcript. In Dave Markarian's absence, Alyssa Freeman, Chair Elect, welcomed attendees and called the meeting to order at 12:04 p.m. A quorum was present with the following board members attending Alyssa Freeman, Christopher Cothran, David Gobeo, David Talley, Commissioner Marci Woodward, Richard Radcliffe, Timothy Dougher, Alex Dobin, Carla Leaty, Vivian Demille, Ricky Wade, Dr. Nika Coleman-Ferrell, Deana Pizzo, Elizabeth Rochaine, Zac Cassidy, John-Anthony Boggess, Jeff Bailey and Board Counsel Kenneth Rehns. Board members absent, Dave Markarian, Mike Burke, George Elmore and Libby Webb. Staff members present, Julia Dattolo, Erica Scarpatti, Michael Corbit, Sue Craig, Gerard Melville, Ernesto Passarini, and Mary Mullen-Butler. Guests present, Tammy Fields, Assistant Palm Beach County Administrator, and Lonnie Sanders, FloridaCommerce.

**II. AGENDA APPROVAL**

- a. Proposed Amendments: Alyssa Freeman asked if there were any amendments to the agenda.

**VI. INFORMATIONAL**

- Remove d. Operations Update (Steven Gustafson)
- e. President & CEO Update (Julia Dattolo) becomes d.

- b. Approval of Agenda: Alyssa Freeman called for a motion to approve the agenda as amended.

Motion: David Talley

Second: Richard Radcliffe

The motion was approved unanimously.

- III. PUBLIC COMMENTS**: Alyssa Freeman asked if there were any public comments. There were none.

**IV. INTRODUCTIONS**

- a. New Board Member:

- i. Jeffery Bailey, Business Manager, Ironworkers Local 402

Julia Dattolo welcomed and introduced Jeffery Bailey, representing Ironworkers Local 402. Mr. Bailey joins us as the newest member of the board, filling a mandatory seat for organized labor.

**V. CONSENT AGENDA**

- a. Minutes from February 27, 2025
- b. New Board of Director Submission
  - i. Matthew Rocco, President, South Florida Manufactures Association (SFMA)
- c. Programmatic Monitoring Report – CareerSource Palm Beach County, LWDB - 21 Program Year 2023-2024 as of February 5, 2025, by FloridaCommerce
- d. Approve Adoption of Policy #3006, incorporating all updates and clarifications. Retire previous Procurement Policies & Procedures dated October 19, 2023

Alyssa Freeman asked the board to review the consent agenda items and after reviewing them, asked if they wished to pull or discuss any item. Hearing none, she called for a motion to approve the consent agenda items a. through d.

Motion: Deana Pizzo

Second: Richard Radcliffe

The motion was approved unanimously.

**VI. INFORMATIONAL**

- a. Board Orientation and Annual Training Requirements (Julia Dattolo): Julia Dattolo gave the board an update regarding orientation and training requirements. Board members were informed that revised training materials would be distributed in early June, with a completion expected by the end of the month.

- b. Sunshine Law Review (Kenneth Rehns, Esq., Board Counsel): Kenneth Rehns, Board Counsel, gave a detailed presentation on Florida's Sunshine Law covering the statute's requirements for transparency in communications, meetings, and records. Mr. Rehns emphasized that CareerSource, while not a government agency per se, operates as a public entity due to its statutory delegation of public functions. As such, board members' communications, even texts, emails, or social media posts pertaining to board business are considered public record and must occur "in the sunshine," meaning publicly and with proper notice. Mr. Rehns clarified exemptions related to litigation strategy and personnel matters but stressed the limits and risks of misapplying such exceptions. Appropriate procedures for private sessions were also outlined, stressing the strict guidelines that govern such exemptions.
- c. Business Development Update (Michael Corbit): Michael Corbit provided a business development update highlighting significant economic momentum in the region. Mr. Corbit reported on stakeholder collaborations, job creation initiatives, and major projects in manufacturing and construction. These included large-scale developments such as a new hospital on Australian Avenue, multiple downtown West Palm Beach towers, the Nora District revitalization, and a manufacturing campus consolidation by a Vienna-based company. It was noted that these projects collectively signify a vibrant economic landscape and continued job growth in Palm Beach County.
- d. President & CEO Update (Julia Dattolo): Julia Dattolo began her update by acknowledging recent accolades, including the Chairman's Award of Excellence given to board member Ricky Wade by the Palm Beach Chamber. Ms. Dattolo reflected on the five-year transformation of the workforce since the onset of COVID-19, noting that the pandemic caused a temporary unemployment spike from 3% to 14.7%, followed by a significant shift in the regional economy. Palm Beach County has since evolved from being primarily driven by hospitality and agriculture to becoming a hub for manufacturing, logistics, and finance largely due to the relocation of major firms and a rise in hybrid work environments.

Ms. Dattolo presented data showing that manufacturing has become one of the fastest-growing sectors in Florida, with Palm Beach County playing a key role in that growth. She emphasized the economic ripple effect of manufacturing jobs, citing estimates that every 100 direct manufacturing jobs create 500 to 700 additional indirect jobs. Ms. Dattolo also noted that wages in manufacturing are generally higher than in other sectors. To address the growing demand, she outlined the region's robust educational pathways in manufacturing-related fields from high school choice programs to community college pre-apprenticeships and announced an upcoming industry-education summit to further align training with workforce needs.

A major highlight was the unveiling of *InternPalmBeach.com*, a centralized internship portal currently in development. The website will aggregate internship opportunities from across the county, streamlining access for high school and college students while supporting both large employers and small businesses. Ms. Dattolo confirmed that the portal will accommodate listings from businesses without websites and will clearly indicate whether positions are paid, for credit, or targeted toward economically disadvantaged youth.

In tandem with this project, CareerSource is updating its main website to enhance user-friendliness and eliminate confusing workforce terminology. The updated platform will allow for virtual access to many services, enabling users to engage with career consultants and apply for jobs remotely. Ms. Dattolo also introduced the organization's new mission statement "Engage, Elevate, Enrich" and distributed branded materials to board members.

Ms. Dattolo presented financial updates, stating that funding for the upcoming program year remains stable, with several grant applications totaling \$1.2 million in progress. Although final allocations are pending, the current figures suggest a level of funding relative to the previous year. She also reported that CareerSource has successfully subleased part of its West Center facility to Families First which serve similar client populations, enhancing collaboration and resource-sharing.

In honor of *Second Chance Month*, Ms. Dattolo shared compelling stories of clients who have re-entered the workforce following incarceration. Two clients were highlighted that were placed in positions with GEO Prison at competitive wages and emphasized the organization's commitment to assisting justice-involved individuals. A particularly inspiring story was that of William Freeman, who overcame a history of 84 arrests, four prison terms, and homelessness to establish his own nonprofit organization supporting reentry. Ms. Dattolo underscored that one in three adults has a

criminal record and reaffirmed CareerSource's mission to provide support and second chances to all who seek employment services.

**VII. COMMITTEE REPORTS (Active)**

- a. Executive Committee – April 11, 2025
- b. Financial Planning Committee – April 11, 2025
- c. Youth and Young Adult Outreach Committee – Current
- d. Palm Beach Workforce Development Consortium – Current

Alyssa Freeman noted that the minutes from the April 11<sup>th</sup> Executive and Financial Planning Committee meetings were included in the board packet on pages 15 and 17.

- VIII. ADJOURNMENT:** Alyssa Freeman asked board members if there was any further business from the board. There was none. The meeting was adjourned at 1:14 p.m. The next Board of Directors meeting will be held on June 26, 2025, at noon.