

DRAFT MINUTES
PALM BEACH WORKFORCE DEVELOPMENT CONSORTIUM MEETING
Thursday, May 4, 2023

I. CALL TO ORDER AND WELCOME

Mayor Gregg K. Weiss welcomed attendees and called the meeting to order at 10:30 a.m. A quorum was present with the following members in attendance:

Mayor Greg K. Weiss, Local Chief Elected Official, Palm Beach County
Mayor Keith James, city of West Palm Beach
Mayor Joe Kyles, city of South Bay
Mayor Chelsea Reed, city of Palm Beach Gardens

Board member Mayor Shelly Petrolia, city of Delray Beach was absent.

Others attending were Julia Dattolo, President/CEO CareerSource Palm Beach County, Inc.; Erica Scarpati, CFO CareerSource Palm Beach County, Inc.; Christopher Cothran; Board Chair, CareerSource Palm Beach County, Inc.; David Baker, General Counsel CareerSource Palm Beach County, Inc.; Dorritt Miller, Assistant County Administrator Palm Beach County Board of County Commissioners; Howard Falcon III, Chief Assistant County Attorney Palm Beach County Board of County Commissioners

II. AGENDA APPROVAL

- a. Proposed Amendments: Mayor Weiss asked if there were any proposed amendments to the agenda as submitted. There were none.
- b. Approval of Agenda: Mayor Weiss requested a motion to adopt the agenda. A motion was made by Mayor Reed and second by Mayor James to approve the agenda. The motion passed unanimously.

III. PUBLIC COMMENTS: Mayor Weiss opened the floor for public comment. There were none.

IV. CHAIR'S COMMENTS: Mayor Weiss recognized CareerSource Palm Beach County, Inc. (CareerSource) for the good work they are doing. Palm Beach County has a strong economy and the unemployment rate is low. He asked the board if there were any comments. There were none.

V. ITEMS FOR APPROVAL

- a. Minutes from February 16, 2023: Mayor Weiss asked the board to review the minutes and after reviewing them, advise if they wished to make any corrections. Hearing none, he called for a motion to approve the minutes as written.

Motion: Mayor James
Second: Mayor Kyles
The motion passed unanimously.

- b. Approval to Reduce the Required WIOA Individual Training Account (ITAs) to 25% for the Year Ending June 30, 2023: Julia Dattolo reported CareerSource has obtained alternative grants to cover some of the training costs through June 30, 2023, which would have been paid for with WIOA dollars. Current training expenditures are at 27.7%. Further documentation supporting the item was included in the board agenda packet. Mayor Weiss asked if there was any comments or questions. Hearing none, he called for a motion to approve.

Motion: Mayor James
Second: Mayor Kyles
The motion passed unanimously.

- c. 2023-2024 Budget for Palm Beach Workforce Development Consortium: Erica Scarpati provided an overview of the budget and noted there are no significant changes compared to the budget for last year. Staffing costs have increased 2%, medical insurance, workers' compensation and FRS contributions have increased rates which has impacted the amount of those benefits. There are no new positions. Mayor Weiss asked if there was any comments or questions. Hearing none, he called for a motion to approve.

Motion: Mayor James

Second: Mayor Reed

The motion passed unanimously.

- d. Palm Beach Workforce Development Consortium– Grau & Associates Financial Report for the Fiscal Year Ended September 30, 2022: There were no findings or observations. This is the fifth and final year Grau & Associates has completed the Consortium's audit. A procurement was held for audit services and the contract awarded to Moss, Krusick & Associates, LLC (MKA). Mayor Weiss asked if there was any comments or questions regarding the item. Hearing none, he called for a motion to accept and file the report.

Motion: Mayor James

Second: Mayor Reed

The motion passed unanimously.

- e. Local Government Annual Financial Report: Erica Scarpati presented the form included in the board agenda packet. The report is required annually for all special districts, to be signed by the Board Chair, submitted no later than June 30 and is tied to the audited financial statements or after the audit is completed. Mayor Weiss asked if there was any comments or questions. Hearing none, he called for a motion to approve.

Motion: Mayor Kyles

Second: Mayor James

The motion passed unanimously.

- VI. ADJOURNMENT:** Mayor Weiss asked Consortium members if there was any further business of the Consortium, being none, Mayor Weiss adjourned the meeting at 10:47 a.m. The next meeting will be held on Thursday, September 28, 2023.