

**DRAFT MINUTES**  
**PALM BEACH WORKFORCE DEVELOPMENT CONSORTIUM MEETING**  
**June 13, 2024**

**I. CALL TO ORDER AND WELCOME**

Commissioner Gregg Weiss welcomed attendees and called the meeting to order at 10:31 a.m. A quorum was present with the following members in attendance:

Commissioner Gregg Weiss, Local Chief Elected Official, Palm Beach County  
Mayor Joe Kyles, City of South Bay  
Mayor Chelsea Reed, City of Palm Beach Gardens

**II. AGENDA APPROVAL**

- a. Proposed Amendments: Commissioner Gregg Weiss asked if there were any amendments to the agenda. There was one proposed amendment under "V. Items For Approval", add "g. Approval to request a Waiver to Reduce the Required WIOA Training Requirement to 30% for the Year Ending June 30, 2025".

- b. Approval of Agenda: Commissioner Weiss called for a vote to approve the amended agenda.

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

**III. PUBLIC COMMENTS:** None.

**IV. CHAIR'S COMMENTS:** Commissioner Gregg Weiss welcomed attendees and thanked them for their time.

**V. ITEMS FOR APPROVAL**

- a. Minutes from February 8, 2024: Commissioner Weiss asked the board to review the minutes and after reviewing them, asked if they wished to make any corrections. Hearing none, he called for a motion to approve the minutes.

Motion: Mayor Reed  
Second: Commissioner Weiss  
The motion passed unanimously.

- b. CareerSource Palm Beach County, Inc. Revised Bylaws: Commissioner Weiss asked the board if they had a chance to review the revised Bylaws. Julia Dattolo said the revisions were made to match and stay in compliance with the CareerSource Florida Administrative Policy. The revisions define the responsibilities of the Chief Local Elected Official (CLEO) and Local Workforce Development Board (LWDB). Mayor Reed thanked Julia Dattolo and CareerSource for their internal compliance. Commissioner Weiss asked the board if they had any questions. Hearing none, he called for a motion to approve.

Motion: Mayor Reed  
Second: Commissioner Weiss  
The motion passed unanimously.

- c. 2024-2024 Budget for Palm Beach Workforce Development Consortium: Erica Scarpatti provided an overview of the budget, actual verses proposed forecast and noted there were no significant changes compared to last year's budget. Consortium expenditures is staffing and related fees. Commissioner Weiss asked the board if they had any comments or questions. Hearing none, he called for a motion to approve.

Motion: Mayor Reed  
Second: Commissioner Weiss  
The motion passed unanimously.

- d. Palm Beach Workforce Development Consortium Interlocal Agreement – Replaces Interlocal Agreement Dated October 5, 2021: Commissioner Weiss asked the board if they had a chance to review the changes to the Interlocal Agreement. Julia Dattolo said the revisions were made to stay in compliance with the CareerSource Florida Administrative Policy. Commissioner Weiss asked the board if they had any comments or questions. Hearing none, he called for a motion to approve.

Motion: Mayor Reed

Second: Commissioner Weiss

The motion passed unanimously.

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

Motion: Mayor Kyles

Second: Mayor Reed

The motion passed unanimously.

- f. Audit: Palm Beach Workforce Development Consortium Financial Report for the Fiscal Year Ended September 30, 2023, presented by Moss, Krusick & Associated, LLC (final report emailed to Consortium Members on April 5, 2024): The auditor gave a brief explanation stating no issues and reiterating that this was the cleanest report one can receive. Commissioner Weiss asked if there was any comments or questions. Hearing none, he called for a motion to approve.

Motion: Mayor Reed

Second: Commissioner Weiss

The motion passed unanimously.

- g. Approval to Request a Waiver to Reduce the Required WIOA Training Requirement to 30% for the Year Ending June 30, 2025: Erica Scarpati said in September, FloridaCommerce will discontinue the use of a sliding scale, and no longer grant automatic waivers. Local areas that require a state ITA expenditure requirement waiver must submit a formal request to their local board and Chief Elected Official for approval. The approved waiver request must then be submitted to FloridaCommerce for review, and then to the state board for final approval. Mayor Kyles asked if this waiver would decrease our services, Julia Dattolo said no, it will allow us to continue to provide support services such as childcare. Commissioner Weiss asked the board if they had any comments or questions. Hearing none, he called for a motion to approve.

Motion: Mayor Reed

Second: Mayor Kyles

The motion passed unanimously.

## **VI. INFORMATIONAL**

- a. Grantee-Subgrantee Extension Agreement between the Florida Department of Commerce (FloridaCommerce) and CareerSource Palm Beach County, Inc.: Julia Dattolo said the attached is an extension from FloridaCommerce through August 31, 2024. Prior to the end date, LWDBs should receive the new Grantee-Subgrantee agreement, Julia Dattolo to keep the board informed. Commissioner Weiss asked if there were any questions, there were none.
- b. President and CEO Update (Julia Dattolo): Julia Dattolo provided an economic update and highlighted local industry growth, strong growing economy, and a low unemployment rate of 3.2%. Ms. Dattolo then gave an update on CareerSource Florida Workforce Transformation Plan focusing on the regional planning CareerSource PBC (Region 21) is working on with CareerSource RC (Region 20). The latest meeting between the two regions included a discussion about similar contracts and expenditures with exploring the feasibility of procuring grants together to negotiate better cost. Following the regionalization update, Julia Dattolo discussed both state and federal laws that will impact local workforce boards. Ms. Dattolo included the education and industry consortium results from meetings with healthcare and manufacturing companies

and local educators. Both meetings resulted in changes and were well received. Federal HR 6655 is currently in the Senate committee after passing quickly in the House of Representatives. It has implications for WIOA funding and Ms. Dattolo shared that she will keep the Board informed of outcomes. Julia Dattolo discussed CareerSource PBC budgets and allocations and the conservative use of funds and plans to reduce costs as well as increase various streams of funding. Ms. Dattolo gave an update of current grants and of one pending approval. Lastly, Ms. Dattolo shared that staff were currently writing the companies 4-Year and Strategic Plans. They both will be made available for board and public for comments. Julia Dattolo concluded with explaining the lease agreement with the airport and the need to vacate the property at its conclusion.

Commissioner Weiss asked Julia Dattolo if there had been any discussions between CareerSource and FloridaCommerce regarding AI displacement. We need to be aware of the possible consequences and be ready to support our workers. Julia Dattolo said we have dislocated worker funds to assist those who become displaced. Ms. Dattolo and the board thanked Commissioner Weiss for putting this on their radar.

**VII. ADJOURNMENT:** Commissioner Weiss asked Consortium members if there was any further business of the Consortium, being none, Commissioner Weiss adjourned the meeting at 11:13 a.m. The next meeting will be held on September 25, 2024 (tentatively).