

**DRAFT MINUTES**  
**CAREERSOURCE PALM BEACH COUNTY, INC.**  
**EXECUTIVE COMMITTEE MEETING**  
**Friday, June 13, 2025**

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

The meeting was audio and video recorded with a written transcript. Dave Markarian welcomed attendees and called the meeting to order at 8:02 a.m. Committee members present, Dave Markarian, Christopher Cothran, George Elmore, David Talley, David Gobeo, and Jay Boggess. Committee members absent, Alyssa Freeman. Staff members present, Julia Dattolo, Erica Scarpati, Michael Corbit, Gerard Melville, Najum Uddin, and Mary Mullen-Butler. Guests present, Helene Hvizd.

**II. AGENDA APPROVAL**

- a. Proposed Amendments: Dave Markarian asked if there were any amendments to the agenda. One proposed amendment was presented under "Items For Approval, Remove b. New Board of Director Submission: i. Johnny Tellechea, Senior Human Resources Manager, Florida Crystals". Julia Dattolo said Mr. Tellechea has withdrawn his application.
- b. Approval of Agenda: Dave Markarian called for a motion to approve the amended agenda.

Motion: David Talley

Second: David Gobeo

The motion was approved unanimously.

**III. PUBLIC COMMENTS:** Dave Markarian asked if there were any public comments. There were none.

**IV. ITEMS FOR APPROVAL**

- a. Minutes from April 11, 2025: Dave Markarian asked the committee if they had a chance to review the April 11<sup>th</sup> minutes, he then called for a motion to approve.

Motion: David Talley

Second: David Gobeo

The motion was approved unanimously.

**V. INFORMATIONAL**

- a. Reminder: Annual Financial Disclosure Form (Mary Mullen-Butler): Mary Mullen-Butler reminded the members that the annual financial disclosure form is due by July 1<sup>st</sup>. Failure to file by the September 1<sup>st</sup> deadline will result in an automatic fine until the disclosure form is filed. Should anyone have any question or need assistance, please reach out via email.
- b. Reminder: Annual Training Requirement (Julia Dattolo): Julia Dattolo emphasized that board members must complete their annual training requirement, which entails viewing a PowerPoint and submitting an acknowledgement form. An email with details was sent at the beginning of June, and the deadline for completion is June 30th.
- c. President & CEO Update (Julia Dattolo): In her update, Julia Dattolo covered several strategic topics. She shared that the Palm Beach County unemployment rate stands at 3.4%, below both state and national averages. The education and health services sector continues to show the most growth, while hospitality has experienced a decline. A major focus of the update was the information technology sector, which now contributes \$24 billion to the county's GDP and supports 16,000–18,000 jobs. Major employers include Carrier, ADT, and Modernizing Medicine, and the sector is expanding into quantum computing, particularly in Boca Raton.

An "Intern Palm Beach" portal is set to launch in early July, supported by the Business Development Board and Palm Beach County funds. It will serve as a centralized hub for high school and college students to find internships. Julia Dattolo also detailed hurricane preparedness efforts, including CareerSource's role as a support site for PBSO and other agencies, with robust remote work capabilities and enhanced plans inspired by experiences from CareerSource Southwest Florida.

Financially, the organization received level funding similar to the prior year. Key updates included the receipt of a \$67,000 Ticket to Work grant, the conclusion of the non-custodial parent employment program in August, remaining funds in the faster grant, and a new Veterans Emergency Fund offering

\$200 in assistance. Ms. Dattolo noted disappointment over the denial of three county grant applications, which will be further investigated.

A major announcement was about the planned retirement of CFO Erica Scarpati in January. To address her departure, a new succession plan is being considered that would elevate internal staff to controller roles under the oversight of the CFO from the Research Coast region in a contract capacity, pending feasibility and compliance checks.

Finally, Julia Dattolo highlighted the Hope Florida program, an initiative backed by the Governor's office and managed locally by Stacy Hayden. It connects clients to a network of community support services to stabilize employment, housing and mitigate the barriers they may have.

- d. The next Board of Directors meeting is scheduled for August 21, 2025 – Propose to cancel the August meeting (Julia Dattolo): Julia Dattolo proposed canceling the August board meeting due to the lack of new content so soon after the start of the fiscal year. This would include cancelling the August Executive and Financial Planning Committee meetings.

Dave Markarian asked the committee for a motion to approve the cancellation of the August meetings.

Motion: Christopher Cothran

Second: David Talley

The motion was approved unanimously.

- IV. **ADJOURNMENT:** With no further business, Dave Markarian wished everyone a great summer. The meeting was adjourned at 8:21 a.m. The next Executive Committee meeting will be held on October 10, 2025, at 8:00 a.m.