

**FINAL MINUTES**  
**PALM BEACH WORKFORCE DEVELOPMENT CONSORTIUM MEETING**  
**October 20, 2023**

**I. CALL TO ORDER AND WELCOME**

Mayor Gregg Weiss welcomed attendees and called the meeting to order at 11:30 a.m. A quorum was present with the following members in attendance:

Mayor Greg Weiss, Local Chief Elected Official, Palm Beach County  
Mayor Joe Kyles, city of South Bay  
Mayor Shelly Petrolia, city of Delray Beach  
Mayor Chelsea Reed, city of Palm Beach Gardens

Board member Mayor Keith James, city of West Palm Beach was absent.

**II. AGENDA APPROVAL**

- a. Proposed Amendments: Mayor Weiss asked if there were any proposed amendments to the agenda as submitted. One proposed amendment was presented under "V. Items For Approval, Ratification of Memorandum of Understanding Infrastructure Funding Agreement Budgets for One-Stop Career Center System Local Workforce Development Area 21 PY 2023-2024".
- b. Approval of Agenda: Mayor Weiss requested a motion to adopt the amended agenda. A motion was made by Mayor Kyles and second by Mayor Reed to approve the amended agenda. The motion passed unanimously.

**III. PUBLIC COMMENTS:** None.

**IV. CHAIR'S COMMENTS:** None.

**V. ITEMS FOR APPROVAL**

- a. Minutes from May 4, 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 Kyles  
Second: Mayor Reed  
The motion passed unanimously.

- b. Ratification of Memorandum of Understanding Infrastructure Funding Agreement Budgets for One-Stop Career Center System Local Workforce Development Area 21 PY 2023-2024: Mayor Weiss asked if there was any comments or questions regarding the Memorandum of Understanding or budgets as included in the board agenda packet. Hearing none, he called for a motion to approve.

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

**VI. INFORMATIONAL**

- a. 2024 Schedule for CareerSource Palm Beach County Board of Director, and Committees, and Palm Beach Workforce Development Consortium Meetings: A copy of the approved schedule was received and filed.
- b. President & CEO Update (Julia Dattolo): A review of the accomplishments of PY 2022/2023 was shown in a PowerPoint presentation noting steady low unemployment rates, job seekers and employers served, a return of women rejoining the workforce, hiring events/job fairs and funding awards. All performance metrics have been met or surpassed. As part of the third step regional planning of CareerSource Florida, Inc.'s Transformation Plan, CareerSource Palm Beach County, Inc. is partnering with local workforce development area 20 for the purpose of specific system wide improvements for consistency, improved customer experience and efficiencies in technology, administration, fiscal, procurement, contracts, programmatic policies and other identified areas. Regionalization promotes the alignment of neighboring workforce boards unlike consolidation. The first meeting will be held next

week. Senate Bill 240 requires the chair of each local workforce development board to appoint members to a local Education and Industry Consortium composed of representatives of educational entities, businesses and local leaders who will provide independent information from stakeholders in their local area. CareerSource Palm Beach County, Inc. has already been meeting with the required members, which will now be formalized as a Consortium with the CareerSource Palm Beach County, Inc. Board Chair's approval. CareerSource Palm Beach County, Inc. board members are not allowed to serve on the Consortium. Funding for PY 2023/2024 has decreased and adjustments have been made. Alternative sources of revenue are being pursued. The Five Pillars of CareerSource Palm Beach County, Inc.'s Strategic Initiatives was discussed. Through a human centered design approach, we are using feedback from customers to improve our services and facilities.

**VII. ADJOURNMENT:** Mayor Weiss asked Consortium members if there was any further business of the Consortium, being none, Mayor Weiss adjourned the meeting at 11:52 a.m. The next meeting will be held on January 24, 2024, time to be announced.