

FINAL MINUTES CAREERSOURCE PALM BEACH COUNTY, INC.
EXECUTIVE COMMITTEE MEETING
Friday, January 26, 2024

I. CALL MEETING TO ORDER, WELCOME

The meeting was audio and video recorded with a written transcript. Christopher Cothran, Board Chair welcomed attendees and called the meeting to order at 8:00 a.m. A quorum was present with committee members Christopher Cothran, David Markarian, David Talley, George Elmore, Dr. Laurie George and Ava Parker attending. Committee member Dr. Mel Coleman was absent.

II. AGENDA APPROVAL

a. Proposed Amendments: There were none.

b. Approval of Agenda: Christopher Cothran called for a vote to approve the agenda.

Motion: George Elmore

Second: David Talley

The motion passed unanimously.

III. PUBLIC COMMENTS: There were none.

IV. ITEMS FOR APPROVAL

a. Minutes from October 6, 2023

b. Palm Beach County Board of County Commissioners' Representative to serve on CareerSource Palm Beach County Board of Directors: Commissioner Marci Woodward

c. Approval of Board of Director Memberships i Elizabeth Rochaine, Chief Operating Officer, Wellington Regional Medical Center

d. Approval of Subsequent Designation of Region 21, Palm Beach County as the Designated Local Workforce Development Area

Christopher Cothran asked the committee to review items a. through d. for approval and after reviewing them, asked if they had any questions or wished to pull any item. Hearing none, he called for a motion to approve agenda items for approval a. through d.

Motion: David Talley

Second: George Elmore

The motion passed unanimously.

e. Audit: (Presentation & Approval): CareerSource Palm Beach County, Inc. Financial Report for the Fiscal Years Ended June 30, 2023, and 2022, by Moss, Krusick & Associates, LLC: Ed Moss Jr., Managing Partner with Moss, Krusick & Associates, LLC discussed the audit and reported there were no findings or observations, nothing negative and that all allocations and expenditures are proper. Christopher Cothran asked the committee if they had any questions regarding the audit. Hearing none, he called for a motion to approve.

Motion: George Elmore

Second: David Talley

The motion passed unanimously.

V. INFORMATIONAL

a. 2023 Statement of Financial Interest Annual Financial Disclosure (Sharon Brea): Board members are reminded to individually register this year on the Florida Commission on Ethics website and file their financial disclosure online no later than July 1, 2024. If the disclosure is not filed or postmarked by September 1, 2024 a financial penalty up to a maximum amount of \$1,500 is assessed, which that board member must pay.

b. Palm Beach County Board of County Commissioners' Representative to Chair the Palm Beach Workforce Development Consortium: Commissioner Gregg Weiss (Julia Dattolo): Commissioner Weiss will continue his term through December 31, 2024, as Chair of the Palm Beach Workforce Development Consortium.

- c. CareerSource Palm Beach County Financial and Programmatic Monitoring as of October 12, 2023, for Program Year 2023-2024, by Taylor Hall Miller Parker, P.A. (Julia Dattolo): Additional investment, monitoring and action was taken to resolve and correct an area of concern. Christopher Cothran asked the committee if there were any questions regarding the monitoring report. There were none.
- d. Business Development Update (Michael Corbit/Charles Duval): CareerSource Palm Beach County hosted the Economic Development Stakeholders meeting with our community partners to talk about economic development projects. The upcoming job fairs, hiring events and expos and those that have been held were discussed. On January 30 CareerSource will once again participate in the Claim Your Future Showcase event at the convention center, where several thousand high school students attend the event and employers participate to place youth into employment and internships. Nominations are being accepted for the South Florida Manufacturing Association's Excellence Awards. The National Engineer's Week Honors and Awards Banquet will be held on February 13 to be attended by junior and senior high school students. Companies such as Aerojet Rocketdyne and Pratt Whitney have sponsored the event. Staff met with state legislators in Tallahassee to educate them regarding workforce development issues. When meeting with the legislators they said they were aware of CareerSource Palm Beach County and regularly refer their constituents to us for assistance. High school students went on a field trip hosted by CareerSource Palm Beach County and local employers to learn about careers in the automotive and marine industries. Two CareerSource Palm Beach County job seeker success stories were published in the latest Palm Beach County Business Development Board magazine. Several new projects with employers are planned or already have come to fruition in Palm Beach County creating jobs. Florida leads the nation in net income migration, a growing economy and if it were a country gross domestic product. The unemployment rate in the Glades has decreased. The importance and availability of apprenticeships was discussed.
- e. Operations Update (Steven Gustafson): The first quarter primary performance indicator measures, number of participants served, race, ethnicity, gender, and wage rate data for the Wagner-Peyser and WIOA programs was shown in a PowerPoint presentation. All goals have been met or exceeded in all programs except for the WIOA Adult credential attainment rate and Dislocated Worker wage rate.
- f. President & CEO Update (Julia Dattolo): Local and state economic data was presented. Palm Beach County's unemployment rate remains low at 3.0% with record high employment of 691,700 jobs. Education and health service jobs have increased 3,900 and leisure and hospitality jobs are up 3,300. The West Palm Beach-Boca Raton-Delray Beach metro area had the second highest job growth in the state in construction. Palm Beach County's average wage rate is the highest in the state at \$71,297. Florida's wage rate is \$63,781. Florida ranks #1 in talent attraction with Palm Beach County ranked #23 in the nation for talent development. The regionalization component of CareerSource Florida's transformation plan has begun. CareerSource Palm Beach County has been paired with CareerSource Research Coast for the purpose of optimizing opportunities for regional economic growth. A new Florida law requires each local workforce development board to create an Education and Industry Consortium composed of representatives of educational entities and businesses in the designated service delivery area. CareerSource Palm Beach County convened the first meeting of its Education and Industry Consortium of the Palm Beaches where members discussed solutions to resolve the medical worker shortage. Next month Tom Veenstra, Vice President of Administration is retiring from his employment with CareerSource Palm Beach County.

VI. ADJOURNMENT: Christopher Cothran asked committee members if there was any further business of the committee, being none, a motion was made by George Elmore and second by David Talley to adjourn the meeting. The motion was unanimously approved, and the meeting was adjourned at 9:30 a.m. The next Executive Committee meeting will be held on Friday, April 12, 2024, at 8:00 a.m.