

FINAL MINUTES CAREERSOURCE PALM BEACH COUNTY, INC.
EXECUTIVE COMMITTEE MEETING
Wednesday, May 29, 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 8:06 a.m. Committee members present, Christopher Cothran, and David Talley. Committee members absent, Dave Markarian, Ava Parker, Dr. Laurie George, George Elmore, and Dr. Mel Coleman.

II. AGENDA APPROVAL

a. Proposed Amendments: There were none.

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

Motion: David Talley

Second: Christopher Cothran

The motion passed unanimously.

III. PUBLIC COMMENTS: There were none.

IV. ITEMS FOR APPROVAL

a. Minutes from April 12, 2024: Christopher Cothran asked the committee to review the minutes and after reviewing them, advise if they wished to make any corrections. Hearing none, he called for a vote to approve.

Motion: Dave Talley

Second: Christopher Cothran

The motion passed unanimously.

b. New Board of Directors Member: Lauren Veit replaces Cynthia Gaber from Vocational Rehabilitation. This appointment ensures that the board maintains its government seats, with only one non-profit still under discussion. Christopher Cothran called for a vote to approve.

i. Lauren Veit, Area Supervisor (Palm Beach/Broward), Division of Vocational Rehabilitation

Motion: David Talley

Second: Christopher Cothran

The motion passed unanimously.

c. Grantee-Subgrantee 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 which will need Board approval, Julia Dattolo to keep the board informed. Christopher Cothran called for a vote to approve.

Motion: David Talley

Second: Christopher Cothran

The motion passed unanimously.

d. Ward Damon, Attorneys at Law – Have Ward Damon also serve as our Board Counsel: Mr. Baker, the board's legal counsel, is set to retire. Hearing this, Julia Dattolo did some research and reached out to other boards. As a result, the committee would like to recommend using Ward Damon as the board's legal counsel on an as-needed basis. We are currently under contract with Ward Damon, these additional duties would be covered under the existing contract, therefore, no additional RFP or paperwork would be required. Christopher Cothran called for a vote to approve.

Motion: David Talley

Second: Christopher Cothran

The motion passed unanimously.

e. 2024-2025 New Slate of Officers. Dave Markarian will assume the Board Chair position in October. Alyssa Freeman has agreed to serve as Chair-Elect and John-Anthony Boggess has agreed to serve as Secretary. Christopher Cothran called for a vote to approve.

- i. Board Chair – Dave Markarian
- ii. Board Chair-Elect – Alyssa Freeman
- iii. Secretary – John-Anthony Boggess

Motion: David Talley

Second: Christopher Cothran

The motion passed unanimously.

V. ITEMS FOR DISCUSSION

- a. New Executive Committee Members: The committee discussed potential new members. It was decided that the new Board Chair-Elect, Alyssa Freeman and Secretary, John-Anthony Boggess be appointed to the Executive Committee.

VI. INFORMATIONAL

- a. CareerSource Palm Beach County Financial & Programmatic Monitoring as of April 11, 2024, for the Program Year 2023-2024, by Taylor Hall Miller Parker, P.A. Julia Dattolo said CareerSource Palm Beach County recently underwent a financial and programmatic monitoring, achieving excellent results, indicating strong organizational health and compliance.
- b. President & CEO Update (Julia Dattolo): Congratulations to Charles Duval, he is a new board member of Leadership Palm Beach County. The Board of County Commissioners pulled the application of Andrea Augst to be on our Board of Directors due to her non-residency in Palm Beach County, this is a rule we were unaware of. However, Lauren Veit's appointment should fall under the exempt status despite similar residency issues due to her covering multiple counties and the fact that Vocational Rehabilitation is a mandatory partner. Due to the expansion plans of the Palm Beach International Airport, CareerSource PBC has potential relocation options that include moving to a new government center or finding an alternative site. Julia Dattolo is exploring options, including sub-leasing/sharing space at our West Career Center with Families First to reduce rental costs and ensure operational continuity. The Strategic Plan is being updated, once completed, it will be posted on our website allowing for a 30-day review/comment period. Our regional planning efforts alongside with Research Coast are in process. Thank you to both Melanie Rebottini and Melanie Magill for taking the lead on these two initiatives. The Annual Performance Presentation for 2022-2023 by FloridaCommerce that was scheduled to be presented at the June 20 board meeting, has been postponed until next year.
- c. Next Board of Directors Meeting is scheduled for Thursday, October 17, 2024 – Proposing to move it to Thursday, October 24, 2024: Julia Dattolo said the Economic Council of Palm Beach County's Benchmarking trip to Dallas, TX is scheduled for October 15 through October 17 (same date as our next board meeting). Julia Dattolo, along with several of our board members will be attending this event, therefore, Ms. Dattolo is proposing to move the board meeting back a week to Thursday, October 24. Christopher Cothran and David Talley approve the new date.

- VII. **ADJOURNMENT:** Christopher Cothran asked committee members if there was any further business of the committee, being none, a motion was made by David Talley and second by Christopher Cothran to adjourn the meeting. The motion was unanimously approved, and the meeting was adjourned at 8:23 a.m. The next Executive Committee meeting will be held on Friday, October 4, 2024, at 8:00 a.m.