

**FINAL MINUTES
CAREERSOURCE PALM BEACH COUNTY, INC.
EXECUTIVE COMMITTEE MEETING
Friday, April 10, 2026**

I. CALL MEETING TO ORDER, WELCOME

The meeting was video and audio recorded with a written transcript. Dave Markarian welcomed attendees and called the meeting to order at 8:32 a.m.

Committee members present, Dave Markarian, Alyssa Freeman, George Elmore, Jay Boggess, David Talley, Christopher Cothran and Board Counsel, Kenneth Rehns. Staff members present, Julia Dattolo, Steven Gustafson, Charles Duval, Cody Melton, Melanie Magill, Orlando McFarlane, Gerard Melville, and Mary Mullen-Butler.

II. AGENDA APPROVAL

a. Proposed Amendments: Dave Markarian asked if there were any amendments to the agenda.

IV. ITEMS FOR APPROVAL

- Add d. Approval of Vendor Contractor Renewal – Monitoring Services
i. Taylor Hall Miller Parker, P.A. (THMP)
e. Procurement & Purchases Policy # 3006

b. Approval of Agenda: Dave Markarian called for a motion to approve the amended agenda.

Motion: Alyssa Freeman
Second: David Talley
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 February 6, 2026: Dave Markarian called for a motion to approve the minutes.

Motion: Christopher Cothran
Second: David Talley
The motion was approved unanimously.

b. Reappointments to the Board of Directors: i. George Elmore – Additional Two-Year Term; ii. Alyssa Freeman – Additional Four-Year Term: Julia Dattolo explained that several board members are reaching the end of their terms, and the organization is now moving through the reappointment process. She noted that both George Elmore and Alyssa Freeman are willing to continue their service, and because all expiring terms must go through a full reselection process, the recommendation is to move forward with reappointing George Elmore for a two-year term and Alyssa Freeman for a four-year term. After this board's approval, the recommendations will be sent to the Board of County Commissioners for final approval.

She added that two additional board members will be presented for consideration at the next meeting, and one more vacancy will remain. Ms. Dattolo emphasized that nominations must come from the business community and must be individuals with significant decision-making authority within their companies. She invited suggestions and confirmed that the organization is ready to proceed with George Elmore and Alyssa Freeman's reappointments.

Dave Markarian proposed to have a motion and a second to approve them as a slate.

Motion: Christopher Cothran
Second: David Talley
The motion was approved unanimously.

c. Approval of New Cost Allocation Plan (Steven Gustafson):

d. Approval of Vendor Contractor Renewal – Monitoring Services: i. Taylor Hall Miller Parker, P.A. (THMP):

e. Procurement & Purchases Policy # 3006:

Dave Markarian suggested that, since the committee had already reviewed and discussed the three remaining action items at the previous meeting, they could be approved together as a single combined agenda item. He confirmed that the items included the new cost allocation plan, the renewal of the monitoring contract with Taylor Hall Miller & Parker, and the updated purchasing and procurement policy.

Dave Markarian asked whether anyone was uncomfortable with taking them as one vote, hearing no objections, he moved to entertain a motion to approve all three items collectively, followed by a request for a second.

Motion: Christopher Cothran

Second: Alyssa Freeman

The motion was approved unanimously.

V. INFORMATIONAL

- a. Annual Financial Disclosure Form (Mary Mullen-Butler): This is a friendly reminder that the financial disclosure forms are due July 1 with the final deadline of September 1. She will be sending out a reminder to our board members and if anybody has any questions, or needs any assistance, please contact her directly.
- b. President & CEO Update (Julia Dattolo): Julia Dattolo noted that she would keep her remarks brief for this meeting, with a more detailed presentation planned for the full board. She explained that the local economy remains strong, even though the unemployment rate has ticked up to 4.9%. Because the federal government shutdown delayed reporting, updated numbers are expected this month, and Palm Beach County is still performing better than several other regions in the state. She highlighted that health care and education continue to be the county's strongest sectors, adding 3,000 jobs over the past year, and that finance and business services remain among the top-performing industries statewide.

She emphasized that while the overall picture is positive, many residents remain on the sidelines due to skills gaps or uncertainty about how to navigate the job market. Addressing that mismatch is a major focus, and the organization is expanding its work around apprenticeships. Ms. Dattolo shared that apprenticeship week will culminate in a large job fair on April 30 at the Wellington Community Center, with participation from education partners and labor groups. She also mentioned upcoming skilled trades and multidisciplinary career fairs, noting that as the season ends and hiring slows, these events will be critical for connecting job seekers with employers.

Julia Dattolo explained that the labor market is cooling, with employers becoming more cautious and hiring more slowly. The ratio of available jobs to job seekers has tightened from two-to-one to one-to-one. She added that while AI is influencing large corporations, especially in tech local employers are not yet making workforce reductions because of it. She credited Palm Beach County's diversified economy and strong educational partnerships for helping maintain stability and opportunity.

Ms. Dattolo also updated the group on board membership, noting that new appointments are in progress and the goal is to have a full slate by October. Turning to internal priorities, Ms. Dattolo said the organization's immediate focus is on strengthening financial operations, establishing new safeguards, and completing the transition to the functional service delivery model. Staff have been training extensively and are eager to launch a new approach. She closed by saying these initiatives will guide the organization through the remainder of the fiscal year leading up to July 1 and that this concludes her report.

VI. ADJOURNMENT: With no further business, the meeting was adjourned at 8:48 a.m.

The next Executive Committee meeting is scheduled for Friday, June 12, 2026, at 8:00 a.m.