

Minutes of March 13, 2025 Joint Board and Council Meeting

MINUTES

Joint Board and Council Meeting # 1

Thursday, March 13, 2025

1:00 p.m.

**1112 N. Main St.
Gainesville, FL 32601**

The meeting began at 1:00 pm

Board Members in attendance: Ethan Fieldman (Chair), Eugene Dukes, Staci Bertrand (Vice Chair), Larry Thompson, Charles Harris, Dante Buckley, Dr. Jeff Tate, Dr. Paul Broadie, Landon Harrar, Shawn Graves

Council Members in Attendance: Commissioners Ken Cornell (Chair), Sharon Langford (Vice Chair), Carolyn Spooner, David Osteen, Mac Johns and Robby Hollingsworth.

Staff in attendance: Anna Mendoza, Christina Brown, Erika Howard, Karen Davis, Phyllis Marty, and Rochelle Daniels (Board Counsel), Bethany Gaffey, Dave Forziano, Kelli Hutchins

Guests in Attendance: Jennifer Roach, VR

Chair Cornell called the meeting to order at 1:00 pm.

Note: As the agenda items coming before the Board and Council were the same we have combined the minutes but have noted the motions approvals separately for the Board and the Council

Approval of Agenda:

For the Board, Charles Harris made a motion to approve the agenda. Larry Thompson seconded the motion. For the Council, Commissioner Langford made a motion to approve the agenda. Commissioner Johns seconded the motion. The motion passed unanimously by each individually the Board and the Council.

Approval of Minutes:

For the Board, Larry Thompson made a motion to approve the minutes. Dr. Broadie seconded the motion. For the Council, Commissioner Johns made a motion to approve the minutes. Commissioner Langford seconded the motion. The motion passed unanimously for the Board and Council.

Public Comments: *None*

Reports:

CEO Report (January 2025)

The CEO report was presented by Ms. Marty. She addressed the following items:

1. There were no findings or compliance issues noted in the Florida Commerce Fiscal Monitoring. There were 2 minor non-reportable technical assistance notes.
2. We have issued a monthly newsletter
3. A revised calendar separating Board and Council meetings will be published per the direction we received from the governing boards.

Following the report many of the members expressed appreciation for Ms. Marty's leadership and the clean audit outcome.

New Business

1. Budget True-Up

Consideration of approval of the final PY 24 – 25 budget. The budget true up reflects an additional \$1,095,109 received from Florida Commerce for the Veteran, TANF and SNAP funding streams as well as final formula grant numbers. Recommend approval of acceptance of the additional funds.

Phyllis Marty presented this item. For the Board, Charles Harris made a motion to approve this agenda item. Larry Thompson seconded the motion. For the Council, Commissioner Johns made a motion to approve this agenda item. Commissioner Spooner seconded the motion. The motions passed unanimously individually by the Board and Council.

2. FY 25 Budget Modifications

Consideration of approval of increases to the following budget categories as a result of the increase in funding received from the state for this Program Year: \$252,827 for Service Provider Contracts, \$178,715.00 in One-Stop operating costs; \$24,000.00 for participant training, \$589,567.00 for staff salaries and fringe, and \$50,000 for participant support services. Recommend approval of the increases to the above budget categories.

Phyllis Marty presented this item. For the Board, Charles Harris made a motion to approve this agenda item. Shawn Graves seconded the motion. For the Council, Commissioner Johns made a motion to approve this agenda item. Commissioner Spooner seconded the motion. The motions passed unanimously individually by the Board and Council.

3. FY 24 - 25 CareerSource Staff Pay Plan

Consideration of approval of the Staffing Pay Plan adopted by the Alachua County BoCC in October 2024. The interlocal agreement provides for Alachua County to be the employer of record of the board and career center staff, and except for the CEO who are paid in accordance with the County's pay and classification plan. This provides staff with the security of County benefits and assures that wages paid meet community norms. The County reviews wages and benefits on a regular basis. This year the County approved a 6% Cost of Living Adjustment (COLA) for current staff and as staff can receive up to a 2% merit increase, we have budgeted accordingly. Fringes include health insurance and contributions to the Florida Retirement System. Recommend approval of the Pay and Classification Plan.

Phyllis Marty presented this item. For the Board, Charles Harris made a motion to approve this agenda item. Staci Bertrand seconded the motion. For the Council, Commissioner Johns made a motion to

approve this agenda item. Commissioner Spooner seconded the motion. The motions passed unanimously individually by the Board and Council.

4. CEO Evaluation

Consideration of a salary increase for Ms. Marty, the CareerSource North Central Florida (CSNCFL) CEO. In accordance with the CSNCFL Workforce Development Board and CSNCFL Council of Elected Officials' policy, and pursuant to the Interlocal Agreement, the Executive Committee evaluates the CEO annually and makes a recommendation regarding the CEO salary to the governing boards. We adopted and adapted the CEO evaluation instrument from another local workforce board. The Evaluation Form was distributed to all the Executive Committee members by the CSNCFL governing boards' attorney. She collected the evaluations and averaged scores in each category. The consolidated evaluation form is presented to the Executive Committee for discussion and their consideration.

Ethan Fieldman led a discussion on the results of the evaluation conducted by the Executive Committee of the Board. Comments from the Executive Committee spoke to Ms. Marty's success in guiding the Board and Counties through the difficult re-alignment process. Mr. Feldman and the Committee recommended a 10% salary increase for Ms. Marty based on her performance.

For the Board, Charles Harris made a motion to approve this agenda item. Shawn Graves seconded the motion. For the Council, Commissioner Johns made a motion to approve this agenda item. Commissioner Langford seconded the motion. The motions passed unanimously individually by the Board and Council.

5. Revised LWDB 26 By-Laws

Consideration of approval of updates to the CSNCFL LWDB By-Laws. Some of the changes included: adding the names of all the counties in the workforce area, identifying our local area as Region 26, eliminating references to incorporation as we are not incorporated at this time, changing the term of the board officers so they can align with the program year instead of the calendar year. This item required the workforce board's recommendation to the Council which is charged with approval of the By-Laws as set forth in the Workforce Innovation and Opportunity Act (WIOA).

Phyllis Marty and Rochelle Daniels presented this item.

For the Council, Commissioner Johns made a motion to approve this agenda item. Commissioner Osteen seconded the motion. The motions passed unanimously individually by the Board and Council.

6. Vocation Rehabilitation Board Seat

The Vocational Rehabilitation (VR) seat on the Board has been filled with a representative from the Jacksonville Office, Veronica Euben, in the absence of a local representative due to Angie White's retirement. The local position has now been filled by Ms. Jennifer Roach, and she was recommended for Council appointment to the VR seat on the Board.

Phyllis Marty presented this item. For the Board, Charles Harris made a motion to recommend this appointment for Council approval. Dr. Broadie seconded the motion. For the Council, Commissioner

Osteen made a motion to appoint Ms. **Veronica Euben to the workforce board**. Commissioner Langford seconded the motion. The motion recommending Ms. Euben for appointment to the vacant seat was passed unanimously by the Council.

Public Comment: *None*

Comments from the Board: Dr. Tate thanked all the board members

Comments from the Council: Commissioner Spooner thanked the board for services to Youth.

Adjournment: *Meeting was adjourned at 1:37*