



MEETING AGENDA

Executive Committee Meeting

Meeting # 5
Wednesday, February 25, 2026
11:00 a.m.

The public may attend and participate both in-person or by Zoom.

1112 N. Main St.
Gainesville, FL 32601

Join Zoom Meeting

<https://us02web.zoom.us/j/83546573956?pwd=OGlaxXTSGnY1b6YNBaqWtliHayoL8c.1>

Phone No: 1-929-205-6099 (EST)

Meeting ID: 835 4657 3956

Passcode: 039580

The Board/Council is reminded of the conflict-of-interest provisions. In declaring a conflict, please refrain from voting or discussion and declare the following information: 1) your name and position on the Board/Council 2) the nature of the conflict and 3) who will gain or lose as a result of the conflict.

Please also fill out form 8B prior to the meeting, whether or not you are able to attend the meeting, if you have a conflict with any agenda items.



I. Call to Order

II. Approval of the Agenda

Agenda	Committee
Recommendation	Approval
Action:	Motion
Exhibits:	N/A

III. Approval of the Minutes of November 19, 2025 Meeting

Minutes	Committee
Recommendation	Approval
Action:	Motion
Exhibits:	Minutes

IV. Public Comment

If any member of the public wishes to comment on an item on the agenda, please ask the Chair to be recognized now.

V. Old Business

N/A

VI. New Business

1. Budget True-Up

Consideration of approval of the final PY 25 – 26 budget. The budget true up reflects an increase in funding of \$128,259 from the Planning Numbers provided by Florida Commerce and used in presenting the budget as we entered the new program year. All PY 23-24 grant funds carried forward were fully expended as of 12/31/25. Based on current expenditures we do not anticipate significant carryforward for next program year. Recommend approval of acceptance of the PY 25-26 Budget True Up.

This agenda item was brought to the Finance Committee on 2.25.26 for review and approval.

NB1	Committee
Recommendation	Approval
Action:	Motion
Exhibits:	PY 25-26 Budget True Up



2. Recommend Board Member Appointments

- a. Consideration to recommend the appointment of Dr. Kris Brady, VP of Academic Affairs at Florida Gateway College to the Adult Education & Family Literacy Act Provider seat. The seat was formerly filled by Mr. Keith Kirby, Director of North Florida Technical College who resigned on 1.30.25 due to conflicts in his schedule. Dr. Brady has expressed an interest in serving on the Board and the College currently houses two staff members who are providing services from that location. In accordance with our Inter-local Agreement between the Counties this appointment requires the approval of our Bradford County Commissioner Spooner.

NB2a	Committee
Recommendation:	Approve recommendation
Action:	Motion
Exhibits:	N/A

- b. Consideration to recommend the appointment Mr. Anthony Buzzella, the Executive Director of North Florida Arts and Sciences Academy to the private education seat on the Board. He is willing to serve and as he is from the private sector he can also be counted as filling private sector seat which helps assure a private sector majority. He is recommended by Columbia County Commissioner Robbie Hollingsworth after an exhaustive search for a private education representative across the workforce area. In accordance with our Inter-local Agreement (ILA) between the Counties this appointment requires the approval of our Alachua County Commissioner Prizzia.

NB2b	Committee
Recommendation:	Approve recommendation
Action:	Motion
Exhibits:	N/A

- c. Consideration to recommend the appointment of Trevor Chapman, the new Director of the Electrical Training Alliance of Gainesville to the Workforce/Labor mandatory seat. Mr. Chapman has indicated that he is willing to serve on the Board. He will replace Mr. Shawn Graves, the previous Director of the Electrical Training Alliance of Gainesville, who retired in December. In accordance with our Inter-local Agreement (ILA) between the Counties this appointment requires the approval of our Alachua County Commissioner Prizzia.

NB2c	Committee
Recommendation:	Approve recommendation
Action:	Motion
Exhibits:	N/A



- d. Consideration 1) to recommend the appointment of Mr. Sean McLendon, the Alachua County Economic Development Manager, to the Economic Development seat on the Board. The seat was formerly held by Mr. Landon Harrar, of the Greater Gainesville Chamber of Commerce, who separated from the Chamber in December, making him ineligible to remain in the seat; and 2) with the permission of our Alachua County Commissioner Prizzia, who is assigned the appointment of the economic development representative, rotating the seat every 2 years to allow for the Economic Development Representatives of each of our 6 member counties to have the opportunity to serve on the Board. There is no requirement that the Representative be from Alachua County.

NB2d	Committee
Recommendation:	Approve recommendation
Action:	Motion
Exhibits:	N/A

3. The Addition of CareerSource Northeast Florida to our Regional Planning Area (RPA)

Consideration of adding CareerSource Northeast Florida to our RPA. The Florida Workforce System Transformation Plan directed CareerSource Florida to establish RPA's. Our RPA, currently includes CareerSource Citrus Levy Marion and CareerSource North Florida. Our Regional Plan was approved by the CareerSource Florida Board in February 2025. The State has since requested that we add, CareerSource Northeast Florida which covers Baker, Clay, Duval, Nassau, Putnam and St. Johns Counties. We are recommending approval.

NB3	Committee
Recommendation:	Approve recommendation
Action:	Motion
Exhibits:	North Florida Inflow/Outflow chart

VII. Reports

1. Report on the Schedule of Office Openings.

To date we are fully operational in Gainesville and the City of Alachua for Alachua County, Starke for Bradford County and Trenton for Gilchrist County with staff situated and providing services from those locations. We expect to be operational in Cross City for Dixie County by March 16, 2026, Lake Butler for Union County by March 23, 2026, and Lake City for Columbia County by April 1, 2026, which will complete our goal of having in person services provided in each of the six counties we serve.

Our staff is being hosted by Florida Gateway College and the Columbia County Economic Development Department in Lake City respectively and are currently serving clients from those locations.



VIII. Matters from Members of the Committee

IX. Matters from the CEO

X. Matters from the Public

a. Adjournment

The next Executive Committee Meeting is scheduled for May 13, 2026 at 11:00 a.m.