



MEETING AGENDA

Executive Committee Meeting

Meeting #6
Wednesday, May 20, 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 February 25, 2026 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. Approval of the PY 26-27 Planning Budget

Consideration of approval of the PY 26/27 Planning Budget. The Program Year (PY) 26/27 Planning Budget for CSNCFL reflects a decrease in formula funds of \$893,697, which is a little more than 13.5%. The total amount of formula funds that we project to be available in PY 26/27 is \$5,333,551.00 as compared to \$6,227,248.00 actual in PY 25/26. For PY 26/27 formula and carryforward grants total \$5,333,551.00. CSNCFL's final allocation numbers will be presented to the Board and Council in September in a true up budget, which will then become the adopted budget.

This agenda item was brought to the Finance Committee on 5.20.26 for review and approval.

NB1	Committee
Recommendation:	Approval
Action:	Motion
Exhibits:	PY 26/27 Planning Budget

2. Acceptance of \$335,108 for Veterans, Welfare Transition Program (WTP), Reemployment Services and Eligibility Assessments (RESEA) Program and Broadband Grant

Consideration to accept an additional \$335,108 in grant funds comprised of 1) \$94,358 awarded by the state for Veterans Programs, WTP and RESEA, and 2) \$240,750 under the Broadband partner grant with CareerSource Citrus Levy Marion. We are requesting approval to accept the funds. Recommend approval.

This agenda item was brought to the Finance Committee on 5.20.26 for review and approval.

NB2	Committee
Recommendation:	Approval
Action:	Motion
Exhibits:	<i>CSNCFL 2nd and 4th QTR Budget Increases</i>



3. **Acceptance of \$32,500 for the Summer Youth Employment Program (SYEP) from the City of Lake City for youth wages**

Consideration to accept \$32,500 from the City of Lake City to serve up to 18 youth in our Summer Program. QLM Staffing will serve as the employer of record and will pay the youths' wages. Recommend approval of acceptance of the SYEP Funds.

This agenda item was brought to the Finance Committee on 5.20.26 for review and approval.

NB3	Committee
Recommendation	Approval
Action:	Motion
Exhibits:	None

4. **Approval of Taylor Hall Miller Parker (THMP) Contract Amendment**

Consideration of approval of the renewal of the contract with THMP to conduct program and fiscal monitoring in the amount of \$60,000. This is the 3rd renewal under the original contract.

This agenda item was brought to the Finance Committee on 5.20.26 for review and approval.

NB4	Committee
Recommendation:	Approval
Action:	Motion
Exhibits:	N/A

5. **Approval of Rochelle Daniels Legal Services Contract Amendment**

Consideration of approval of the renewal of the contract with Rochelle Daniels for legal services to the Board and Council in the amount up to \$75,000. This is the 2nd renewal under the original contract.

This agenda item was brought to the Finance Committee on 5.20.26 for review and approval.

NB5	Committee
Recommendation:	Approval
Action:	Motion
Exhibits:	N/A

6. Approval of Atlas Annual Renewal Contract

Consideration of approval of the renewal of the annual contract with Atlas for document management services in the amount up to \$66,560.76. All of our electronic case files are stored and managed in this system. The renewal reflects a decrease of \$4,800.

This agenda item was brought to the Finance Committee on 5.20.26 for review and approval.

NB6	Committee
Recommendation:	Approval
Action:	Motion
Exhibits:	N/A

7. The State WIOA Waiver Allowing Local Areas to Reimburse OJT Employers 90–100% of the Participant’s Wage During Training

Consideration of a change to our current policy that would allow implementation of the State’s OJT waiver allowing us to reimburse OJT between 90%-100% of the participant’s wages. Currently in accordance with WIOA we reimburse between 50%-75% of employee wages. Pros and Cons are presented for Board consideration. With the decrease in allocation and the need for us to increase enrollments to increase our performance metrics staff is recommending that we delay adoption of the waiver and reconsider at a later time.

This item was presented to the One Stop AD/DW Performance Committee on April 22, 2026. The Committee agreed with the staff recommendation.

This agenda item was brought to the Finance Committee on 5.20.26 for review and approval.

NB7	Committee
Recommendation:	Approval
Action:	Motion
Exhibits:	On the Job Training (OJT) Waiver Memo



8. Employer Outreach Strategy and Chamber of Commerce Engagement Model

For several years, CSNCFL has contracted with the Greater Gainesville Chamber of Commerce (GGCC) and the North Florida Regional Chamber of Commerce (NFRCC) to support employer outreach within their respective counties. With the expansion of the CSNCFL local workforce area to six counties, the current intermediary model no longer provides the regionwide coverage required to effectively engage employers. A more cost-effective and scalable approach is to secure memberships in the primary Chambers of Commerce across all six counties, enabling CSNCFL staff to attend events, participate in business activities, and directly engage employers throughout the region.

This item was presented to the One Stop AD/DW Performance Committee on April 22, 2026 for review, discussion and recommendation. The Committee approved the staff's recommendation.

This agenda item was brought to the Finance Committee on 5.20.26 for review and approval.

NB8	Committee
Recommendation:	Approve recommendation
Action:	Motion
Exhibits:	Business Intermediaries Memo

9. Approval of office relocation

Our Gainesville Center lease has increased \$30,000 + over the past 6 years. With the reduction in available funds and savings we have been able to realize in all other centers, we feel it is prudent to vacate our current center and locate to one with a lower cost. We are currently discussing a space with 400 less square feet that could save us over \$150,000 per year. We are recommending that we look for alternative space to operate in Gainesville. Recommend approval.

This agenda item was brought to the Finance Committee on 5.20.26 for review and approval.

NB9	Committee
Recommendation:	Approval
Action:	Motion
Exhibits:	N/A



10. Approval of Meeting Calendar revisions

To align the State’s July 1, 2026 – June 30, 2027, Program Year (PY) with our adopted budget for the period October 1, 2026 – September 30, 2027, Fiscal Year (FY), we are asking to move the August Finance and Executive meetings to September 9th and move the Board and Council meetings to September 16th. This will allow our Finance Department to present a true up budget with final PY 26/27 allocation numbers, that will then be entered into the accounting system as the final adopted budget for FY 26/27.

This agenda item was brought to the Finance Committee on 5.20.26 for review and approval.

NB10	Committee
Recommendation:	Approval
Action:	Motion
Exhibits:	<i>Proposed Meeting Calendar</i>

11. CSNCFL FY 2025 Financial Statements and Independent Auditor’s Report

Purvis Gray and Company, LLP has completed the audit of the CSNCFL’s 2025 fiscal year financial reports. In addition, the Clerk’s Finance and Accounting Department has completed the Florida State Comptrollers Annual Financial Report (AFR). The AFR is submitted to the State, Department of Financial Services. The numbers reported on the AFR are the same as the numbers reported in the audited FY25 financial statements. The AFR is required to be certified by the Chair of the Governing Board and the District Chief Financial Officer. The annual financial report and management response letter are also submitted with the AFR to the State.

Staff is recommending to accept the FY25 Financial Statements and Independent Auditor’s Report and authorize the Chair and Fiscal Agent to transmit the reports, including the AFR to the State: authorize the Chair to sign the Management Response Letter and to acknowledge receipt of the SAS 114 letter from the auditors titled “Communication with Those Charged with Governance”.

This agenda item was brought to the Finance Committee on 5.20.26 for review and approval.

NB11	Committee
Recommendation:	Approval of Staff Recommendations
Action:	Motion
Exhibits:	<i>CSNCFL FY 2025 Financial Statements and Independent Auditor’s Report</i>

VII. Matters from Members of the Committee

VIII. Matters from the CEO



IX. Public Comment

X. Adjournment

The next Executive Committee meeting is scheduled for September 9, 2026 at 11:00 a.m. (if approved above)