

# CareerSource Escarosa

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## BOARD OF DIRECTORS MEETING

MAY 16, 2019

## MINUTES

**Members Present:** Dana Mullins (Secretary/Treasurer), Tina Stewart, Russell Branch, Tawana Gilbert, Michael Johnson, Charlin Knight, and Anna Weaver

**Ex-Officio Member Present:** Tonya Green

**Members Participating via Teleconference:** Steve Rhodes (Chair), Raymond Guillory, Michelle Kaufman, and Kristine Rushing

**Members Not Present:** Sharon Pitts and Kathaleen Cole

**Others Present:** Mike Listau – Pensacola State College (under board appointment review), Phyllis Curl – Children’s Home Society, Susie Lewis – Santa Rosa County School District, Lydia Henderson – Escambia County School District, Patrick Wright – Florida Department of Education-Division of Career and Adult Education Standards, Benchmarks, and Frameworks, Lance Bonner – Division of Blind Services, Genevieve English-Charles – Division of Blind Services, Eric Flora, Naeemah T. Frazier, Sheryl Rehberg, and Janay Sims – CareerSource Escarosa

Dana Mullins (Secretary/Treasurer) chaired the meeting. She called the meeting to order at 3:33 p.m. at the Pensacola Career Center (3670-2A N. L Street, Pensacola, FL). She called the roll to confirm attendance and/or participation in the meeting.

Ms. Mullins asked for introductions of those in the room. New members to the board were recognized – Anna Weaver and Michael Johnson. They both represent Santa Rosa County business. Michael Listau who is with Pensacola State College was recognized as a member soon to be appointed to the board. His appointment is currently under review by the Boards of County Commissioners for Escambia and Santa Rosa Counties. He will represent Education and Training Provider-Institution of Higher Education on the board.

### CALL FOR PUBLIC COMMENT

Lydia Henderson who is with the Escambia County School District expressed appreciation for the opportunity to serve youth as one of CSE’s youth services providers.

### READING OF PUBLIC DISCLOSURES

No public disclosures were noted.

### MISSION MOMENT – BUSINESS SERVICES

Russell Raught, DEO-LVER/DVOP, gave a presentation on business services at CSE. In addition to the information provided on business services, he highlighted one business – Titus Commercial Laundry.

### CONSENT AGENDA

Minutes – March 21, 2019

The minutes were made available to the board for review.

**Action Taken: Motion by Russell Branch and seconded by Tina Stewart to approve consent agenda item – March 21, 2019 Board of Directors minutes. Motion carried.**

**ITEM FOR CONSIDERATION**

**FINANCIAL EXPENDITURES REPORT – MARCH 2019**

The financial expenditure report for March 2019 was made available to the board.

Dana Mullins, Treasurer, presented the financial expenditure report for March 2019. Ms. Mullins reported the Summary of Expenditures indicates being 75% through the fiscal year and at a 56.4% expenditure rate. She noted the line items in the negative are being supported by other programs. The administrative and indirect rates are in line with what is allowed.

**Action Taken: Motion by Tina Stewart and seconded by Charline Knight to accept the Financial Expenditures Report for March 2019. Motion carried.**

**SLATE OF OFFICERS – CAREER SOURCE ESCAROSA**

The Nominating Committee consisted of Dana Mullins, Tina Stewart, and Russell Branch. The committee met to determine a slate of officer/Executive Committee members. Their recommendations are as follows:

- Chair – Steve Rhodes
- Vice Chair – Sharon Pitts
- Secretary/Treasurer – Dana Mullins
- Member at Large on the Executive Committee – Tina Stewart

The floor was opened for additional nominations. None were noted.

**Action Taken: Motion by Russell Branch and seconded by Michael Johnson to approve the Nominating Committee's recommendation of Officers/Executive Committee members. Motion carried.**

**YOUTH SERVICES CONTRACTS (PY 2019-2020, 2020-2021, AND 2021-2022)**

The Rating Committee consisted of Tawana Gilbert, Kristine Rushing, Russell Branch, Sheryl Rehberg, and Naeemah Frazier (Carol Bono – rater). The Committee met to discuss the ratings and rankings of the proposals received for youth services. At the recommendation of staff, all three program providers will be retained for youth services and staff will proceed with negotiations with them.

After staff met with the providers to advise them of their funding level and based upon the ratings and rankings of the proposals, the following funding levels were recommended by the Committee:

- \$384,369 – Children's Home Society
- \$315,000 – School Board of Escambia County
- \$300,000 – Santa Rosa County School District

Inquiry was made regarding the rankings. It was noted that Children's Home Society's proposal rated the highest, and their services will be more to youth of various populations in both counties (Escambia and Santa Rosa).

**Action Taken: Motion by Michael Johnson and seconded by Anna Weaver to approve the Rating Committee's recommendation to retain the current three youth service providers (Children's Home Society, Santa Rosa County School District, and Escambia County School District) and that they be funded at the levels as outlined above for PY 2019-2020. Motion carried. Charlin Knight abstained from discussion and voting.**

**INFORMATION ITEMS**

**UPDATE ON RELOCATION OF THE PENSACOLA CAREER CENTER**

An update on the relocation of the Pensacola Career Center was presented by Mrs. Rehberg. The lease with VGP Eastgate is completely executed and occupancy, at some level, is expected by November/December. Staff is uncertain of what level of staff will take occupancy at which time. Questions and suggestions were welcomed. It was also noted that there has been no consideration from the L Street property owner of renegotiation of current lease.

**CHIEF EXECUTIVE OFFICER'S REPORT**

The Chief Executive Officer's report was made available to the board.

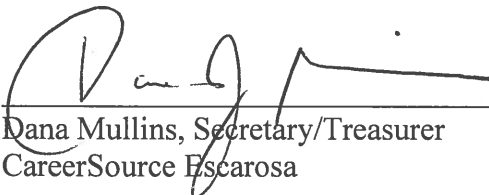
**MONTHLY JOB PLACEMENT REPORT (MARCH & APRIL 2019)**

The monthly job placement report for March and April 2019 were made available to the board.

**MONTHLY MANAGEMENT REPORT (FEBRUARY & MARCH 2019)**

The monthly management reports for February and March 2019 were made available to the board.

There being no further business, the meeting adjourned.

  
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Dana Mullins, Secretary/Treasurer  
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