

CareerSource Escarosa

SPECIAL MEETING OF THE BOARD OF DIRECTORS MAY 22, 2025 MINUTES

Members Participating: Lloyd Reshard (Chair), Jerry Kersey (Vice Chair), Douglas Brown (Secretary/Treasurer), Jeffrey Hondorp (Member-at-Large), David Peaden, II (Member-at-Large), David Bouvin, Jameson Cutchens, Anthony Eman, and Steven Harrell

Members Not Participating: Michele Kelson, Michael Listau, and Bridgette Price

Others Participating: Mariezel Halili, Carol Bono, Bill Barron, Dr. Marcus McBride, and Janay Sims – CareerSource Escarosa

Mr. Reshard (Chair) called the meeting to order at 3:35 p.m. via Microsoft Team, followed by the roll call to confirm that a quorum was present.

CALL FOR PUBLIC COMMENT

There was one public comment request from Children's Home Society (Leah Henderson and Phyllis Curl) regarding agenda item: WIOA Youth Services Contract Awards. They expressed concerns regarding the rating of CHS' proposal to provide youth services. CSE responded with scheduling a follow up meeting to discuss the concerns voiced by CHS.

READING OF PUBLIC DISCLOSURES

No public disclosures were noted.

APPROVAL OF AGENDA

The agenda was made available to the board for review and approval.

Action Taken: Motion by Steven Harrell and seconded by Douglas Brown to approve the agenda as printed. Motion carried. (9-Years/0-Nays).

ITEMS FOR CONSIDERATION

PROVISIONAL BUDGET FOR PY 2025-2026

The provisional budget for PY 2025-2026 was made available to the board.

It was noted that the budget is based on allocations expected and trends from last fiscal year/year-to-date. Awards are to be received in the first quarter of the fiscal year. The budget indicates a reduction in rent payment due to the line of credit for the remodeling of the building being met, IT services contracted out, and adjustments in staffing.

Inquiry was made regarding any unexpected impact in allocations. Dr. McBride noted foreseeing reductions.

Action Taken: Motion by Douglas Brown and seconded by Steven Harrell to approve the CSE Provisional Budget for PY 2025-2026. Motion carried. (9 Years/0-Nays)

LETTER EXTENSION – JAMES MOORE ENGAGEMENT LETTER

James Moore engagement letter of extension was made available to the board.

James Moore has requested an extension (2 years) of their services due to CSE's sub-grantee agreement with Florida Commence and Florida Commerce's requirement for various additional procedures to be completed during the annual financial statement audit. This will result in an administrative cost increase of \$15,000.00.

Action Taken: Motion by Douglas Brown and seconded by Steven Harrell that the Board of Directors approve James Moore's request for a two-year extension of their service to CSE. Motion carried (9 Yeas/0 Nays)

WIOA YOUTH SERVICES CONTRACT AWARDS

A summary of average scores, comments, and recommendations resulting from the Request for Proposals (RFP) for WIOA youth services was made available to the board.

Average scores were outlined as follows:

Organization	Requested Funding	Average Score
Children's Home Society of Florida (CHS)	\$420,799.00	108.33 (125/75/125)
Santa Rosa County School District	\$325,000.00	120.66 (107/130/125)
Escambia County Public Schools	\$280,050.00	120.66 (120/120/122)

The below comments and recommendations were submitted by the Rating Committee:

Recommendation/Comment #1: Recommends:

- #1 – Santa County School District (130)
- #2 – Children's Home Society (125)
- #3 – Escambia County Public Schools (122)

The three(3) proposers have proven to provide an adequate youth program for Escambia and Santa Rosa County, which is based upon the WIOA required 14 program elements. They are all in compliance with the 14 programs element requirements. Their fiscal performance was met based on the 20% work experience and 50% out-of-school requirement.

Recommendation/Comment #2: Recommends:

- #1 – Santa Rosa County School District (125), as they are 100% compliant performance-wise
- #2 – Escambia County Public Schools (120) was 70%. Both proposers tied in the ratings, but performance is most important.

Children's Home Society rated at 75.

Recommendation/Comment #3: Recommends:

- #1 – Children's Home Society (125)
- #2 – Escambia County Public Schools (120)
- #3 – Santa Rosa County School District (107)

Based on the average scores above, it was recommended contracts be awarded as follows:

- \$325,000.00 – Santa Rosa County School District
- \$280,050.00 – Escambia County Public Schools
- \$294,950.00 – Children's Home Society

There was some concurrence regarding the public comment made by representative from Children's Home Society. It was also noted that CHS's score was not reflective of the other raters.

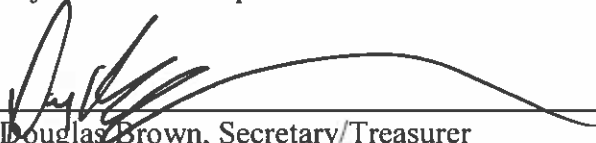
Dr. McBride note that he will circle back with a response from the rater, and he extended thanks to the board and the committee.

Action Taken: Motion by Douglas Brown, and seconded by Jeffrey Hondorp to approve the recommendation for WIOA youth services contract awards: Santa Rosa County School District (\$325,000.00), Escambia County Public Schools (\$280,050.00), and Children's Home Society (\$294,950.00). Motion carried (8-Yeas/0-Nays/1-Abstention). Steven Harrell abstained from voting and discussion.

OTHER BUSINESS

Dr. McBride informed the board of the need for two local union representative on the CSE board.

There being no further business, the meeting adjourned at 4:00 p.m.



Douglas Brown, Secretary/Treasurer
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