

REVISED AGENDA
(Rescheduled from July 17, 2025)
CAREER SOURCE ESCAROSA
BOARD OF DIRECTORS
THURSDAY, AUGUST 21, 2025
3:30 P.M.

LOCATION: 6913 N. 9TH Avenue | Pensacola, FL 32504
CALL IN: 1-872-242-8932| CONF ID: 518 256 793#

- I. Call Meeting to Order Lloyd Reshard, Chair**
- II. Call for Public Comment**
- III. Reading of Public DisclosuresJanay Sims**
- IV. Approval of Agenda**
- V. Introduction of New CSE Board Members: Lisa Walsh and Brandi L. Boyer Rutherford**
- VI. Consent Agenda**
 - Minutes – May 22, 2025 and April 17, 2025
- VII. Items for Consideration**
 - Financial Expenditure and Budget Variances Reports (May 2025)
 - Financial Expenditure and Budget Variances Reports (June 2025/Year End Close-out)
 - Local Targeted Occupations List
 - Nominations for CSE Board Membership
(Leslie Moland, James Howe, and Robert Christopher (Chris) Plate’)
 - Evaluation – Chief Executive Officer (CEO)

Information Items

 - Board Governance: Attendance and Vacancies
 - Chief Executive Officer’s Report
- VIII. Ratification of Approved Nominations for CSE Board Membership**
(Lisa Walsh and Brandi L. Boyer Rutherford)
- IX. Other Business**
- X. Adjournment**

NEXT BOARD MEETING – OCTOBER 16, 2025 |LOCATION: TBD

**CAREERSOURCE ESCAROSA
BOARD OF DIRECTORS
THURSDAY, AUGUST 21, 2025
3:30 P.M.**

**ADDITIONAL ITEM:
Financial Expenditure and Budget Variance
Reports for June 30, 2025
(Year End Close-out)**

CareerSource Escarosa
Summary of Expenditures
As of June 30, 2025

Program/ Project	NFA ID	NFA Start Date	NFA Status	Total Funds Available	LTD Expenditures	Available Funds Remaining	Expected Burn Rate	Percent Expended	Variance	Award End Date
Hope Florida – A Pathway to Promise	043043	7/1/2023	In Progress	134,687.30	100,828.99	\$33,858.31	88.89%	74.9%	14.03%	8/31/2025
Florida Healthcare Training	043147	7/1/2023	In Progress	458,336.00	319,771.47	\$138,564.53	77.42%	69.8%	7.65%	12/30/2025
WIOA - Youth	043769	4/1/2024	In Progress	772,666.00	493,209.42	\$279,456.58	55.56%	63.8%	-8.28%	6/30/2026
WIOA - Dislocated Worker	043938	7/1/2024	In Progress	562,949.00	43,957.62	\$518,991.38	50.00%	7.8%	42.19%	6/30/2026
Wagner Peyser	044013	7/1/2024	In Progress	292,495.00	238,681.26	\$53,813.74	80.00%	81.6%	-1.60%	9/30/2025
WP7B SFY24-25 Military Family Employment Advocacy Program	044034	7/1/2024	In Progress	81,417.00	79,633.96	\$1,783.04	100.00%	97.8%	2.19%	6/30/2025
WIOA - Adult	044065	7/1/2024	In Progress	661,938.00	618,307.18	\$43,630.82	50.00%	93.4%	-43.41%	6/30/2026
Hope Florida Navigator	044139	7/1/2024	In Progress	57,142.57	46,767.41	\$10,375.16	80.00%	81.8%	-1.84%	8/31/2025
RESEA	044461	1/1/2024	In Progress	101,369.00	79,946.54	\$21,422.46	85.71%	78.9%	6.85%	9/30/2025
Trade Adjustment Assistance-Trade Adjustment Assistance Training	044529	9/1/2024	In Progress	20,000.00	3,381.88	\$16,618.12	76.92%	16.9%	60.01%	9/30/2025
Supplemental Nutrition Assistance Program	044717	10/1/2024	In Progress	108,117.00	83,464.45	\$24,652.55	75.00%	77.2%	-2.20%	9/30/2025
Welfare Transition Program - Oct - June	044762	10/1/2024	In Progress	872,148.00	660,346.84	\$211,801.16	81.82%	75.7%	6.10%	8/31/2025



CareerSource Escarosa
BUDGET VARIANCE REPORT

JUNE 30, 2025

	TOTALS					
FY 2024-2025 Budget		6,820,429				
EXPENDITURES	ACTUAL EXPENDITURES	APPROVED BUDGET	BUDGET VARIANCE Under/(Over)	Expended FAVORABLE 100%		OVER/-UNDER
Board Admin Operating Costs (Indirect)	308,014	345,123	37,109	89.25%		-10.75%
Payroll & Benefits	217,375	240,982	23,608	90.20%	1	-9.80%
Facilities	20,079	24,536	4,457	81.83%	2	-18.17%
Equipment	834	2,925	2,091	28.52%	3	-71.48%
Operational Support	69,726	76,680	6,953	90.93%	4	-9.07%
Board Program Operating Costs (Indirect)	191,118	185,836	(5,282)	102.84%		2.84%
Payroll & Benefits	134,878	129,760	(5,118)	103.94%	5	3.94%
Facilities	12,459	13,212	753	94.30%	6	-5.70%
Equipment	518	1,575	1,057	32.86%	7	-67.14%
Operational Support	43,264	41,289	(1,975)	104.78%	8	4.78%
One Stop Centers, Program Management, WIOA Direct	3,503,677	4,105,463	601,786	85.34%		-14.66%
Payroll & Benefits	1,840,867	2,011,575	170,708	91.51%	9	-8.49%
Facilities	714,974	865,600	150,625	82.60%	10	-17.40%
Equipment	39,760	74,300	34,540	53.51%	11	-46.49%
Operational Support	262,663	345,404	82,741	76.05%	12	-23.95%
DEO State Control	645,413	808,584	163,172	79.82%	13	-20.18%
Tuition, Training and Supportive Services Costs	508,604	834,004	325,400	60.98%		-39.02%
Tuition/Books/Supplies	431,193	730,504	299,311	59.03%	14	-40.97%
Supportive Services	22,056	22,000	(56)	100.26%	15	0.26%
Supportive Services/ Transportation	55,355	81,500	26,145	67.92%	16	-32.08%
Contracted Service Costs	987,947	1,350,000	362,053	73.18%		-26.82%
Specialized Training (EWT, OJT, CET)	29,040	150,000	120,960	19.36%	17	-80.64%
Youth Customer Services	488,495	540,000	51,505	90.46%	18	-9.54%
Work Experience/Internship Youth	362,383	360,000	(2,383)	100.66%	19	0.66%
Summer Youth Employment Program	108,028	300,000	191,972	36.01%	20	-63.99%
Total Expenditures	5,499,360	6,820,426	1,321,066	80.63%		-19.37%
Balance Available	1,321,069					
% of Funds Expended				FAVORABLE 100%		



BUDGET VARIANCE REPORT COMMENTS

June 30, 2025

Line Item#	Comments
1, 5, & 9	▪ Includes salaries and benefits, employee cost, retirement underspent by \$-189,198.33/-7.94% of the favorable 100.00%.
2, 6, & 10	▪ Includes building rent, maintenance, cleaning, and utilities, underspent by - \$155,835.65/-17.25% of the favorable 100.00%.
3, 7, & 11	▪ Includes equipment and software, underspent by -37,688.12/-47.83% of the favorable 100.00%.
4, 8, & 12	▪ Includes items such as advertising, audit, bank, communication, consulting, copier, legal, cloud services, security guard, insurance, meetings, memberships, finance charge, postage, publication& subscriptions, equipment rental, office supplies, staff training, travel, outreach, job fairs, work verification, PEO fees, underspent -\$87,719.07/-18.93% of the favorable 100.00%.
13	▪ FLCOM merit staff salaries and benefits paid and controlled by the State Wagner Peyser DVOP and LVER, underspent -163,171.50/-20.18% of the favorable 100.00%.
14	▪ Expenditures are based on the number of customers determined eligible for ITA's, underspent -\$299,311.24/-40.97% of the favorable 100.00%.
15	▪ Expenditures are based on the number of customers determined eligible for supportive services overspent \$56.29/0.26% of the favorable 100.00%.
16	▪ WT Supportive Services and Transportation expenditures are underspent by - \$26,145.13/-32.08% of the favorable 100.00%.
17	▪ The OJT providers/agreements underspent \$-120,959.85/-80.64% of the favorable 100.00 %.
18	▪ Youth Services Sub-Awards expenditures are underspent. ▪ -\$51,504.51/-9.54% of the favorable 100.00%.
19	▪ Youth Work Experience Sub-Awards expenditures are underspent \$2,383.00/0.66% of the favorable 100.00%.
20	▪ Summer Youth Program expenditures are under spent \$-191,971.85/-63.99% of the favorable 100.00%.

Notes:

- All funding expenditures combined are under **-\$1,321,065.96/** -19.37% of the favorable 100.00% of the budget. **\$1,783.04** is subject to de-obligation due to a position vacancy in the MFEA program.
- For FY 24 – 25, Indirect Cost rate is **15.82%**. Administrative rate is **6.39%**.
- The WIOA AD/DW ITA rate is **46.52%**.
- The WIOA Work Experience rate is **37.46%**.
- The WIOA OSY is **78.42%**.