

# CareerSource Escarosa

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**BOARD OF DIRECTORS  
OCTOBER 16, 2025  
MINUTES**

**Members Participating In-Person:** Lloyd Reshard (Chair), James Howe, Michael Listau, and Leslie Moland

**Members Participating via virtual/teleconference:** Douglas Brown (Secretary/Treasurer), David Peaden (Member-at-Large), David Bouvin, Anthony Eman, Steven Harrell, Bridgette Price, and Lisa Walsh

**Members Not Participating:** Jerry Kersey, Jr. (Vice Chair), Jeffrey Hondorp (Member-at-Large), Jameson Cutchens, Michele Kelson, Robert “Chris” Plate, and Brandi Rutherford

**Ex-Officio Member Participating:** Clara Long

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

The Chair called the meeting to order at 3:30 p.m. at the Pensacola Career Center (6913 N. 9<sup>th</sup> Avenue, Pensacola, FL 32504).

**CALL FOR PUBLIC COMMENT**

There were no public comments.

**READING OF PUBLIC DISCLOSURES**

There were no public disclosure.

**APPROVAL OF AGENDA**

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

**Action Taken: Motion by Michael Listau and seconded by Steven Harrell to approve the agenda as presented. Motion carried. (11-Yeas/0-Nays)**

**INTRODUCTION OF NEW CSE BOARD MEMBERS: LESLIE MOLAND, JAMES HOWE, AND ROBERT “CHRIS” PLATE**

Leslie Moland and James Howe were welcomed to the CSE Board of Directors and they will represent Santa Rosa County business sector. Robert “Chris” Plate was not present. Ms. Moland and Mr. Howe were asked to introduce themselves.

**CONSENT AGENDA:**

**MINUTES – AUGUST 21, 2025**

The CSE Board of Directors minutes for August 21, 2025, were made available to the board.

There was one correction to the minutes under “Members Participating via virtual/teleconference.” Michael Listau indicated that he was present and participated in the meeting via virtual. The minutes will be amended to include Michael Listau in attendance via virtual. The attendance log will be amended as well.

**Action Taken: Motion by David Peaden, II and seconded by Lisa Walsh to approve the minutes for August 21, 2025, as amended. Motion carried. (11-Yeas/0-Nays)**

**ITEMS FOR CONSIDERATION**

**FINANCIAL EXPENDITURE AND BUDGET VARIANCES REPORTS**

Reports on summary of expenditures and budget/variances for the month ending August 2025 was made available to the board.

The budget variance report reflects a favorable status.

The equipment lines on the budget variance report indicate no expenditure, but CSE anticipates expenditure on revamping and repairs to computers for the resource rooms across the three (3) career center locations. CSE is coordinating with BIS to assign an on-site staff member three days a week.

There is no sign of de-obligation of funds, as all funds have been budgeted for use.

The operation of the Florida Healthcare Initiative and HOPE Florida grants has been good.

The WIOA department is recruiting new participants, as funding is available to support training. CSE is experiencing transitions in the WIOA department, causing delays in participant intake.

An explanation was given for the large variances (46.41%) under the facilities line in the variance report.

The board was informed of CSE's receipt of two unrestricted funds awards:

- \$50,000.00 was received from Florida Blue in support of the SNAP program.
- \$20,000.00 was received Simply Healthcare Plan, Inc. in support of the Welfare Transition program.

Dr. McBride made a request to the CFO to include the receipt of unrestricted funds awards with the financial reports as an information item for the board in future board meetings.

**Action Taken: Motion by Lisa Walsh and seconded by Douglas Brown to accept the Financial Expenditure and Budget Variances Reports for the month ending August 2025. Motion carried. (11 Yeas/0-Nays)**

**TRANSFER OF PROGRAM FUNDS – WIOA DISLOCATED WORKER TO WIOA ADULT**

CareerSource Florida Administrative Policy Number 118 provides authority to transfer funds between Adult and Dislocated Worker programs. CSE anticipates a depletion of current funding in the WIOA Adult program prior to the end of Program Year 2025-2026 and has experienced underspending in the WIOA Dislocated Worker program. Total award amount in the WIOA Dislocated Worker program is \$562,949.00. Staff's request is to transfer 80% (\$450,000.00) of Dislocated Worker funds to the WIOA Adult program.

**Action Taken: Motion by Steven Harrell and seconded by Michael Listau to approve CSE's request to transfer program funds, \$450,000.00, from WIOA Dislocated Workers to WIOA Adult. Motion carried (11 Yeas/0 Nays)**

**KEY REVISED AND NEW POLICIES**

The CareerSource Florida key revised and new policies were made available to the board.

In the past two (2) years, there has been a transition of workforce boards, from 24 to 21, across the State of Florida. CareerSource Florida has been tasked with ensuring of streamlined services and consistent branding across the board with program entry and operations. CareerSource Florida is the policy-making board and Florida Commerce is the monitoring agent. The local workforce board cannot change the policies but can redirect funding in accordance with need. CSE can operate accordingly with the new revised policies.

**Action Taken: Motion by James Howe and seconded by Leslie Moland to adopt key revised and new policy #s P9 (Availability of Services to Floridians), 015 (Emergency Response and Disaster Recovery), P122 (WIOA Adult and Dislocated Worker Program Eligibility), and P129 (SNAP E&T Program Components and Case Management. Motion carried. (11 Yeas/0 Nays).**

### **INFORMATION ITEMS**

#### **SUNSET POLICIES**

CareerSource Florida sunset policies were made available to the board.

The following CareerSource Florida policies: 106 (MOUs and Infrastructure Funding Agreements), 017 (Procedures on One-Stop Closures), 030 (Supplemental Funding for Dislocated Worker Services), 004 (Professional or Other Organization Membership Dues Procedures), and 113 (Disaster Recovery DWG Program Administration) have been sunset due to them being covered in other policies.

#### **BOARD GOVERNANCE: ATTENDANCE AND VACANCIES**

Reports on both board attendance and vacancies were made available to the board.

The REACH Act came into play to ensure board members and our Chief Local Elected Officials (CLEO) are actively engaged in the work of the local workforce board.

The local workforce board composition must consist of 51% business, 20% workforce sector, and other sectors. We have been challenged with the 20% workforce sector which includes two (2) labor organization representatives. CSE has submitted a waiver to CareerSource Florida regarding the two labor organizations, and a vote is expected at their November CareerSource Florida board meeting. The waiver will allow CSE to be compliant with board membership requirements.

It was noted CSE's By-Laws allows discussion when a board member is absent from three (3) consecutive meetings.

#### **CHIEF EXECUTIVE OFFICER'S REPORT**

Dr. McBride reported on the following:

- Professional Workforce Summit in Orlando, Florida. Two CSE staff members were recipients of the Light House Award and Workforce Champion Award, Thelma Manley, and Julie Johnson, respectively.
- Veterans Summit in Orlando, Florida. Two CSE veteran staff members, Michelle Lewis and Jill Mills, were awarded the top performers across the state.
- Douglas Brown with Community Action Program Committee, Inc. and who is a CSE board member attended the Professional Workforce Summit in Orlando, Florida. He attended several sessions. Mr. Brown has been working with some of CSE's Business Services Team.
- CSE has several position vacancies:
  - WIOA Manager and two (2) Career Advisor positions. It was noted CSE information sessions will resume October 31, 2025.
  - Director of Workforce Development. Position to be posted.
  - Business Services Representative

Dr. McBride expressed appreciation to the CSE staff and the members of the board.

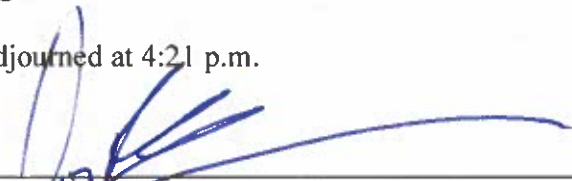
**OTHER BUSINESS**

The board was informed that mold has been detected in the Pensacola Career Center building. The building was closed for two (2) days for an air quality test. There have been other issues with the ceiling, leaks, and air conditioners.

An estimate of \$50,041.25 for mold remediation was presented to the board. Dr. McBride is working with the building's landlord regarding these costs. Without support from the landlord with this cost, it will be a hardship on CSE. Remediation will take 15 days to complete. The building will be subject to a partial closure during the process. It was noted CSE's lease ends in 2030.

The Chair thanked the new members for joining the CSE Board of Directors and the CSE staff.

There being no further business, the meeting adjourned at 4:21 p.m.



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Douglas Brown, Secretary/Treasurer  
CareerSource Escarosa

# CareerSource Escarosa

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## BOARD OF DIRECTORS JANUARY 15, 2026 MINUTES

**Members Participating In-Person:** Lloyd Reshard (Chair), Douglas Brown (Secretary/Treasurer), Michael Listau, and Robert “Chris” Plate’

**Members Participating via virtual/teleconference:** David Peaden, II (Member-at-Large), David Bouvin, Anthony Eman, Steven Harrell, James Howe, Leslie Moland, Bridgette Price, Brandi L. Boyer Rutherford, and Lisa Walsh

**Members Not Participating:** Jerry Kersey, Jr. (Vice Chair), Jameson Cutchens, and Michele Kelson

**Ex-Officio Member Participating:** Clara Long and Dixie Bond

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

The Chair called the meeting to order at 3:30 p.m. at the Pensacola Career Center (6913 N. 9<sup>th</sup> Avenue, Pensacola, FL 32504).

### CALL FOR PUBLIC COMMENT

There were no public comments.

### READING OF PUBLIC DISCLOSURES

There were no public disclosures.

### APPROVAL OF AGENDA

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

**Action Taken: Motion by Douglas Brown and seconded by Michael Listau to approve the agenda as presented. Motion carried. (13-Yeas/0-Nays)**

### CONSENT AGENDA:

#### MINUTES – OCTOBER 16, 2025

The CSE Board of Directors minutes for October 16, 2025, were made available to the board.

**Action Taken: Motion by Douglas Brown and seconded by David Peaden, II to approve the minutes for October 16, 2025. Motion carried. (13-Yeas/0-Nays)**

### ITEMS FOR CONSIDERATION

#### FINANCIAL EXPENDITURE AND BUDGET VARIANCES REPORTS

Reports on summary of expenditures and budget/variances for the month ending November 2025 was made available to the board.

CareerSource Escarosa remains within the annual budget for each line-item expenditure except for the Summer Youth Employment Program.

As of November 2025, 32.80% of the annual budget has been spent, with 8.87% underspent.

The Budget Variance Report reflects the overall major factor driving the variance – unfilled positions for salaries, benefits, and employee costs.

CSE will be operating a new program, Non-Custodial Parent Employment Program, with grant funds of \$400,000.00.

The board received the report on Non-Federal Funds as of November 2025 made available to the board, as well as the November 2025 bank statement.

**Action Taken: Motion by David Peaden and seconded by Douglas Brown to accept the Financial Expenditure and Budget Variances Reports for the month ending November 2025. Motion carried. (13 Yeas/0-Nays)**

**FY 2025-2026 BUDGET MODIFICATION #1**

FY 2025-2026 Budget Modification #1 was made available to the board.

The modification reflects the true up from FY 2025-2026 Provisional Budget. CSE received a new grant from the State of Florida, Non-Custodial Parents Employment Program, in the amount of \$400,000.00, and it has been included in the budget modification, as well.

**Action Taken: Motion by Douglas Brown and seconded by Michael Listau to accept FY 2025-2026 Budget Modification #1 as presented. Motion carried (13 Yeas/0 Nays)**

**CSE EQUIPMENT WRITE-OFF LIST**

CSE Equipment Write-Off List was made available to the board.

It is formality of any equipment that CSE deems outdated or unused to record on its asset disposal list. The equipment is donated if approved by the board. All equipment is wiped out by the CSE's IT provider prior to the donation process.

**Action Taken: Motion by Michael Listau and seconded the Chris Plate' to approve CSE's Equipment Write-Off List. Motion carried (13 Yeas/0 Nays)**

**APPLICATION – CSE ELIGIBLE TRAINING PROVIDER**

Application for CSE's Eligible Training Provider List was made available to the board.

CSE received an application from Coding Clarified Academy for inclusion on the CSE Eligible Training provider List (ETPL). Coding Clarified Academy is a company out of Tallahassee, Florida that provides training for certified billing and coding Specialists. CSE has received their certificate of Liability Insurance with updated/renewed license to be provided.

**Action Taken: Motion by Douglas Brown and seconded by Chris Plate' to approve the application from Coding Clarified Academy to be added to CSE's ETPL pending receipt of their update/renewed license. Motion carried (13 Yeas/0 Nays)**

## **CAREERSOURCE FLORIDA NEW APPROVED POLICIES**

The CareerSource Florida new approved policies were made available to the board.

CareerSource Florida is a statewide workforce policy and investment board charged with guiding workforce development for the state of Florida. CSF's approved policies are passed down to the state, and the state approves and mandates local workforce boards adherence to them. The state governs the 21 workforce boards.

CareerSource Florida approved the following new policies at its November 2025 board meeting:

- Workforce Policy 092 – Staff Training and Credential
- Workforce Policy 0124 – Statewide Standardization of Tools and Services
- Workforce Policy P95 – WIOA Youth Program Eligibility and Service Provider Selection
- Workforce Policy P111 – Services for Veterans, Members of the Military and Spouse

**Action Taken: Motion by Michael Listau and seconded by Douglas Brown to adopt CSF's new approved policy #s 092 (Staff Training and Credential), 0124 (Statewide Standardization of Tools and Services), P95 (WIOA Youth Program Eligibility and Service Provider Selection), and P111 (Services for Veterans, Members of the Military and Spouse). Motion carried. (13 Yeas/0 Nays)**

## **WAIVER OF WORKFORCE INNOVATION & OPPORTUNITY ACT ON-THE-JOB TRAINING REIMBURSEMENT LIMITS**

FloridaCommerce Memorandum outlining Waiver of Workforce Innovation & Opportunity Act On-the-Job Training Reimbursements Limits was made available to the board.

The memo outlines requirement waived from the Workforce Innovation and Opportunity Act (WIOA) Section 134(c)(3)(H)(i) and 20 CFR 680.720(b) which states, "employers may be reimbursed up to 50 percent of the wage rate of an on-the-job training participant, and up to 75 percent using the criteria in §680.730, for the extraordinary costs of providing the training and additional supervision related to OJT."

Effective immediately for program years 2025 and 2026, local workforce development boards (LWDBs) may:

- Reimburse businesses of any size up to 90 percent.
- Reimburse businesses up to 100 percent for all businesses located in or employing current residents within designated Opportunity Zones.

It was noted that CSE is a little behind on OJT spending but is collaborating with its partners. The CSE business service manager is to make an announcement via publication of this opportunity.

CSE's program guidelines have been updated for inclusion of the waiver.

**Action Taken: Motion by Douglas Brown and seconded by Chris Plate' to adopt the policy on Waiver of Workforce Innovation & Opportunity Act On-the-Job Training Reimbursement Limits. Motion carried. (13 Yeas/0 Nays)**

## **INFORMATION ITEMS**

### **CAREERSOURCE FLORIDA APPROVED SUNSET POLICIES**

CareerSource Florida sunset policies were made available to the board.

The following CareerSource Florida Workforce Policies: P51 (Medical Incapacity), P71 (Final Guidance Food and Beverage for WIA Youth), P120 (Youth Service Provider Selection), P102 (Veteran Intake at Career

Centers), P103 (Local Veteran Employment Representative (LVER) and Disabled Veteran Outreach (DVOP) Program, P112 (Staffing Requirements), P117 (Employment and Advocacy), P119 (Consolidated Position Operational Requirements), 2023.20.12.A.1 (Standardization of Tools and Services), and 2023.06.07.A.5 (Career Ladder Identifier and Financial Forecaster (CLIFF) Strategy) have been sunset.

**BOARD GOVERNANCE: ATTENDANCE AND VACANCIES**

Reports on board attendance and vacancies were made available to the board.

Welcomes were expressed to new members to the CSE Board of Directors – Dixie Bond (Ex-Officio for Santa Rosa County) and Robert “Chris” Plate’ (Business Sector/Escambia County).

It was report that the recommendation/appointment process is in progress for one of the required seats on the CSE board – Labor Union Organization representative. The requirement is for two seats.

The CSE board’s attendance sheet reflects meeting quorum requirements.

**CHIEF EXECUTIVE OFFICER’S REPORT**

Dr. McBride reported on:

- A good wrap-up for the month of December
- Hiring and recruiting
- The new manager for the WIOA program, Dr. Demarcus Smith.
- The new organization chart which streamlines services. The chart will be available upon completion.
- The Milton Career Center Manager
- The Career Fair is scheduled for Thursday, January 22<sup>nd</sup>. There are tables available. The CSE’s Job Fair calendar will be made available, as appropriate.

There was inquiry regarding the 2026 forecast for workforce. A report to be provided upon receipt of status.

**OTHER BUSINESS**

Robert “Chris” Plate’ expressed thanks to the CSE staff, with specials thanks to Dr. McBride in his efforts in the success of a new company locating to Pensacola, Florida.

The mold remediation in the Pensacola Career Center is complete, and the building landlord will cover the final cost.

Mr. Reshard thanked the CSE staff and new and current members for their service.

There being no further business, the meeting adjourned at 4:05 p.m.

*Douglas Brown*

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Douglas Brown, Secretary/Treasurer  
CareerSource Escarosa

# CareerSource Escarosa

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## BOARD OF DIRECTORS AUGUST 21, 2025 MINUTES

**Members Participating In-Person:** Douglas Brown (Secretary/Treasurer)

**Members Participating via virtual/teleconference:** David Peaden (Member-at-Large), David Bouvin, Anthony Eman, Steven Harrell, Bridgette Price, Brandi L. Boyer Rutherford, and Lisa Walsh

**Members Not Participating:** Lloyd Reshard (Chair), Jerry Kersey, Jr. (Vice Chair), Jeffrey Hondorp (Member-at-Large), Jameson Cutchens, Michele Kelson, and Michael Listau

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

The Chair and Vice Chair was not present at the meeting; therefore, the Secretary/Treasurer, Douglas Brown chaired the meeting. Mr. Brown called the meeting to order at 3:30 p.m. The roll was called to confirm a quorum.

### CALL FOR PUBLIC COMMENT

There were no public comments.

### READING OF PUBLIC DISCLOSURES

Janay Sims read the public disclosure(s) of May 22, 2025, CSE Board of Directors meeting.

### APPROVAL OF AGENDA

The agenda was made available to the board for review and approval. One additional item was noted – Financial Expenditure and Budget Variance Reports for June 30, 2025 (Year-end Closeout). The revised agenda included the additional item.

**Action Taken: Motion by David Peaden and seconded by Steven Harrell to approve the revised agenda which is inclusive of the additional item – Financial Expenditure and Budget Variance Reports for June 30, 2025 (Year-end Closeout). Motion carried. (8-Yeas/0-Nays)**

### INTRODUCTION OF NEW CSE BOARD MEMBERS: LISA WALSH AND BRANDI L. BOYER RUTHERFORD

Lisa Walsh and Brandi L. Boyer Rutherford were welcomed to the CSE Board of Directors. They were asked to introduce themselves. Ms. Walsh will represent the business sector on the board and Ms. Rutherford will represent Vocational Rehabilitation, which is a required seat on the board.

### CONSENT AGENDA:

#### MINUTES – MAY 22, 2025, AND APRIL 17, 2025

The CSE Board of Directors minutes for May 22, 2025, and April 17, 2025, were made available to the board.

**Action Taken: Motion by Steven Harrell and seconded by David Peaden to approve the minutes for May 22, 2025, and April 27, 2025. Motion carried. (8-Yeas/0-Nays)**

**ITEMS FOR CONSIDERATION**

**FINANCIAL EXPENDITURE AND BUDGET VARIANCES REPORTS**

Reports on financial expenditures, budget and variances for the month ending May 2025, was made available to the board.

The total funds available, the remaining funds available, and end dates were noted on the Summary of Expenditures report. Some dates ended June 30, 2025, but CSE received extensions through December on the Hope Florida – Pathway to Promise grant, and through August for the Hope Healthcare Training grant. The extension will allow for total expenditure of these grants.

The Budget Variance report reflects a favorable status with the budget (\$6 million budget/\$4 million expenditure). It was noted the line-item for Operational Support was over budgeted due to the purchase of computers that needed to be updated by replacement. Updated computers will allow for new Microsoft requirements.

**Action Taken: Motion by David Peaden and seconded by Lisa Walsh to accept the Financial Expenditure and Budget Variances Reports for the month ending May 2025. Motion carried. (8 Yeas/0-Nays)**

**ADDITIONAL ITEM: FINANCIAL EXPENDITURE AND BUDGET VARIANCE REPORTS**

Reports on financial expenditures, budget and variances for the month ending June 2025 (Year-end closeout) was presented.

It was noted there are several red areas in the budget variance report, and a available balance of \$1.3 million to carry over into the next program year. This is due to grants being two-year grants. It was also noted that CSE is not at risk of losing any funds or having to deal with de-obligating any funds at this time.

CSE's fiscal year starts July 1 and has received all of its NFAs with the addition of a couple of other grants. CSE is awaiting two more NFAs from Florida Commerce.

Dr. McBride commended the Accounting staff on a job well done in keeping the finances in order.

**Action Taken: Motion by David Peaden and seconded by Lisa Walsh to accept the Financial Expenditure and Budget Variances Reports for the month ending June 2025 (Year-end closeout). Motion carried. (8 Yeas/0 Nays).**

**LOCAL TARGETED OCCUPATIONS LIST**

Information relating to the Local Targeted Occupations List (LTOL) was made available to the board.

The Local Workforce Development Boards (LWDBs) are required to use the Florida Commerce Bureau of Workforce Statistics and Economic Research generated, 2025-2026 Statewide and Regional Demand Occupations List, as a baseline for establishing the LTOL. The Statewide and Regional Demand Occupations Lists identifies the labor market needs of Florida's business community and encourages job training based on local needs.

Dr. McBride reported that an email was sent out to representatives from Pensacola State College, the University of West Florida, Santa Rosa County School District, Escambia County School District, and economic development requesting their review of the list and to provide or share any areas that were not included on our local target occupations list to ensure inclusion. This will allow CSE to pay for the necessary training individuals in our area need to enter a high skill and high demand career that may not be on the regional list

that's provided by the state. Feedback received from Pensacola State College and the University of West Florida included request for additional occupations to be added to the CSE LTOL. Occupations were noted. Other partners concurred with what was on the list and was not in disagreement with the requested occupations. No items were requested to be removed from the list.

**Action Taken: Motion by Steven Harrell and seconded by Lisa Walsh to approve the additional occupations requests from Pensacola State College and the University of West Florida. Motion carried (8 Yeas/0 Nays)**

#### **NOMINATIONS FOR CSE BOARD MEMBERSHIP**

A list of candidates for nomination for CSE Board membership was made available to the board.

In accordance with CSF Administrative Policy Number 091, Local Workforce Development Board (LWDB) Composition and Certification, a majority of the local board members must represent business in the local area.

CSE By-Laws outlines the process and procedures for the nomination of potential candidates for membership, which includes the board's review and selection of nominations.

Candidates for nomination include:

- Leslie Moland, Senior Director – Regional Business Development, Florida Blue. Candidate will represent Santa Rosa County business sector on the board.
- James Howe, Corporate Vice President, Landrum Workforce Solutions. Candidate will represent Santa Rosa County business sector on the board.
- Robert Christopher (Chris) Plate', Chief Executive Officer, Florida West Economic Development Alliance. Candidate will represent Escambia County business sector on the board.

With the above nominations and approval by the Board of County Commissioners, the board will have open 2-Escambia County seats, and 1-Santa Rosa County seat.

Business sector membership is "balanced" by counties: 7-Escambia/7-Santa Rosa.

**Action Taken: Motion by Lisa Walsh and seconded by Steven Harrell to approve the above candidate nominations for CSE Board membership. Motion carried. (8 Nays/0 Nays).**

#### **EVALUATION – CHIEF EXECUTIVE OFFICER (CEO)**

The evaluation instrument and supporting documentation used for the evaluation of the CEO was made available to the board on behalf of the Executive Committee.

The floor was open for any comments relating to the CEO's evaluation. There were no comments.

**Action Taken: Lisa Walsh and Steven Harrell to approve the CEO evaluation report. Motion carried. (8-Yeas/0-Nays).**

Mr. Brown noted that the incentive bonus identified in the CEO evaluation report was not included in the motion to approve the report. He called for a motion to ratify the approval of the CEO report, inclusive of the incentive bonus.

David Peaden expressed thanks for the good job Dr. McBride and staff are doing in the community.

**Action Taken: Motion by David Peaden and seconded by Steven Harrell to approve ratification of the action to approve the CEO evaluation inclusive of the incentive bonus identified in the report. Motion carried. (8 Yeas/0 Nays)**

#### **INFORMATION ITEMS**

##### **BOARD GOVERNANCE: ATTENDANCE AND VACANCIES**

Reports of both board attendance and vacancies were made available to the board.

Upon approval of the candidates' nominations, there will be 3 vacant business sector seats (2-Escambia/1-Santa Rosa).

Dr. McBride reported soliciting a waiver to Florida Commerce for the required labor union representative seats (2) on the board. The waiver included documentation of efforts made over the past years to recruit members in this area. Approval of the waiver will allow CSE's board to be certified by Florida Commerce. He noted Florida Commerce's upcoming policy in September – Sanctions policy from CareerSource Florida.

He also noted the continued work with the nominating bodies to provide letters of support to provide to Escambia County and/or those who serve as our CLEO. Today's approved candidate nominations will be forwarded to Clara Long, CSE Ex-Officio members, who will coordinate getting approved nominations on the BOCC's agenda.

##### **CHIEF EXECUTIVE OFFICER'S REPORT**

Dr. McBride reported on the following:

- The closeout of disallowed (misallocated funding dollars from years 2020-2021) costs from Florida Commerce, with a settlement of \$8,000.00.
- Summer Youth Program partnership with Escambia County.
- Receipt of funds from Florida Commerce – Sector Strategy Plan (\$200,000) and HOPE Florida Planning (\$100,000).
- Application for funding through Impact 100. CSE is awaiting the results.
- All Staff Training/Appreciation Day.
- Continued networks, recognitions, and nominations from various organizations.

Douglas Brown expressed appreciation for CSE staff's support in volunteering at the various Head Start program locations on the first day of school.

##### **RATIFICATION OF APPROVED NOMINATIONS FOR CSE BOARD MEMBERSHIP**

The Board of County Commissioners' approved nominations, Lisa Walsh and Brandi L. Boyer Rutherford, for CSE Board membership was presented to the board for ratification.

**Action Taken: Motion by David Peaden and seconded by Steve Harrell to approve ratification of approved nominations, Lisa Walsh and Brandi L. Boyer Rutherford, for CSE Board membership. Motion carried. (8 Yeas/0 Nays).**


##### **OTHER BUSINESS**

No other business was noted.

**ADJOURNMENT**

There being no further business, the meeting was adjourned at 4:10 p.m.

**Action Taken: Motion by David Peadar and seconded by Lisa Walsh to adjourn the meeting of the CSE Board of Directors. Motion carried (8-Yeas/0-Nays).**



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Douglas Brown, Secretary/Treasurer  
CareerSource Escarosa