



MINUTES
BOARD OF DIRECTORS MEETING
Thursday, May 16, 2024 | 12:00p – 1:30p
Oakland Neighborhood Center | 915 Avenue E | Haines City

Members		Members		Members		Staff & Guests Present	Staff & Guests Present
McCraw, David Chair	P	Gander, Patti	P	Reis, Ryan	P	Campbell-Domineck, Stacy	
Adams, John	E	Garcia Falconetti, Angela	E	Sapp, Sherry	P	Cordova, Lidia	
Altieri, Jorge	P	Garner, Ginger	E	Wilson, Amanda	P	Franklin, Candace	
Bull, Larry	P	Khan, Adil	P	Woodard, Derrick	P	Meza, Gerardo	
Case, Karen	P	Jantomaso, Cyndi	P	Wright, Sharon	P	Mincy, Barbara	
Clark, Gary	P	Lunsford, Katrina	P			Suttles, Kathy	
Dimmick, Scott	P	Olivas, Yesse	P			Zimmerman, Drew	

CALL TO ORDER: The meeting was called to order at 12:03pm followed by induction of those present.

PUBLIC COMMENT: There was no public comment.

APPROVAL OF MINUTES: Motion to approve the Board of Directors meeting minutes of February 15, 2024, was made by Adil Khan and seconded by Gary Clark. There were no corrections. All voted. Motion carried unanimously.

APPROVAL OF CONSENT AGENDA

Motion to approve the Consent agenda was made by Gary Clark and seconded by Katrina Lunsford. All voted. Motion carried.

OLD BUSINESS: None

NEW BUSINESS

Board Chair Reports & Recommendations

Recommendation: Approve Revisions to System-wide Salary Ranges

Chair McCraw called for a motion to approve revisions to the System-wide Salary Ranges. Karen Case made the motion to approve, followed by a second from Cyndi Jantomaso. Floor opened for discussion. Adil Khan commented on why the changes were being made. CEO Stacy Campbell-Domineck explained the need to increase the range for the Customer Service/Program Support Specialist and Career Development Specialist positions from a min. \$33,280, a median \$35,000, and max \$41,000 to \$34,000, \$37,000, and \$41,600. It also includes increasing the range for the Accountant and Director positions from a min. \$60,000, a median \$65,000, and max \$70,000 to \$62,000, \$66,000, and \$72,000. No further questions or concerns. All voted. Motion carried.

Recommendation: Approve CareerSource Polk Updated Schedule of Operations for PY2024-2025

Chair McCraw called for a motion to approve the CSP Schedule of Operations for PY2023-2024 on page 5. Karen Case made the motion to approve, followed by a second from Cyndi Jantomaso. The floor was open for discussion. CEO Campbell-Domineck highlighted the changes which included President's Day and Juneteenth. All voted. Motion carried.

Recommendation: Approve Revision to ITA Policies to Decrease Maximum Cap of Tiered System

Chair McCraw called for a motion to approve the revision to the ITA policy to decrease the maximum cap of the tiered system due to budget cuts in WIOA funding for PY2024-2025. Karen Case made the motion to approve, followed by a second from Amanda Wilson. The floor was open for discussion. There is no discussion. All voted. Motion carried.

Recommendation: Approve Revision to Support Services Policy to Decrease Maximum Allowance

Chair McCraw brought forth the motion to revise the Support Services policy to decrease the maximum annual allowance due to budget cuts in WIOA funding for PY2024-2025. The floor was open for discussion. CEO Campbell-Domineck explained that the decrease would not affect anyone currently enrolled for PY2023-2024. The decrease would go into effect July 1, 2024 as the support services allows starts over each program year. There was no further discussion. All voted. Motion carried.

Report: March 2024 Statement of CSP Investment with GiveWell Community Foundation

Chair McCraw directed the Board to page 8 of the packet to review the statement and asked if there were any questions. There were no questions.

FINANCE/AUDIT COMMITTEE

Recommendation: Approve Preliminary Budget for PY2024-2025

Committee Chair Scott Dimmick brought forth the recommendation, on behalf of the Finance committee, to approve the preliminary budget for PY2024-2025. The floor was open for discussion. All voted, motion carried.

WORKFORCE PERFORMANCE COUNCIL

Recommendation: Approve One-Stop Operator Compliance Report for 3rd Quarter of PY2023-2024

Council Chair Karen Case brought forth the recommendation, on behalf of the Workforce Performance Council, to approve the One-Stop Operator report as presented. The floor was open for discussion. There was no discussion. All voted. Motion carried.

Recommendation: Approve Direct Provider of Services Report for 3rd Quarter of PY2023-2024

Council Chair Karen Case brought forth the recommendation, on behalf of the Workforce Performance Council, to approve the Direct Provider of Services report as presented. The floor was open for discussion. There was no discussion. All voted. Motion carried.

YOUTH DEVELOPMENT COUNCIL

Recommendation: Approve Summer Youth Leadership Training Incentive

Council Chair Katrina Lunsford brought forth the recommendation, on behalf of the Youth Development Council, to approve a \$1,000 incentive for participants who successfully complete the Fifth Third Financial Academy and Digital Literacy Credential. She shared that CareerSource Polk is dedicated to educating the youth of the community in Financial Literacy and computer skills. Lunsford also shared that approving the request would allow young people ages 16-24 a chance to enhance their skills and abilities in a field that they are interested in pursuing once they graduate high school and move on to post-secondary education or training. Larry Bull questioned if this was something new. CEO Campbell-Domineck explained that digital literacy is not new, but it will be new to the youth we are serving for this year's SYLTP. Gary Clark inquired about the number of young adults participating in summer Internships. CEO Campbell-Domineck answered 1400 applied and all had to go through an interview process. We budgeted to serve 350 this year. No further questions or concerns. All voted. Motion carried unanimously.

NOMINATING COMMITTEE

Nominating Committee Chair, Adil Khan, brought forth the recommendation of the Committee to present for approval the slate of officers for PY2024-2025: Chair, Gary Clark, Chair-Elect, Scott Dimmick, and Secretary/Treasurer, Karen Case. Chair McCraw opened the floor for discussion. There was no discussion. All voted. The motion carried unanimously.

CEO UPDATE

CareerSource Polk Annual Meeting – August 2024

CEO Campbell-Domineck updated the board on plans for the Annual Meeting to be held in August. Campbell-Domineck informed the board about the venue and the lack of choices for hosting the meeting as CareerSource Polk is the ONLY organization in Polk County whose Annual Meeting amasses over 700 attendees and the RP Funding Center is the only place for an event of that capacity. CEO Campbell-Domineck provided a refresher training to the Board regarding CEO compensation and the performance review process. She informed the board members that at any time, they could request any information related to CEO compensation, including a history of the CEO Compensation for their edification. CEO Campbell-Domineck stated that while some board members may not feel comfortable with requesting that information, she shared that it is their responsibility to informed and should have no hesitation asking for the information.

Meeting adjourned at 1:15pm

BOARD SECRETARY CERTIFICATION In accordance with Article VII, Section 7.3, I hereby certify these minutes reflect the proceedings by the Board of Directors of CareerSource Polk, have been reviewed by the Board, and approved or approved with modifications which have been incorporated herein.



Scott Dimmick, Board Secretary/Treasurer

8-15-24
Date