

**CAREERSOURCE FLORIDA CROWN  
Executive Committee Meeting  
December 5, 2017 – 11:00 AM  
CareerSource Florida Crown Employers Service Center  
Lake City, FL**

**MINUTES**

**COMMITTEE MEMBERS PRESENT:** Todd Sampson, Chair; Perley Richardson; Larry Thompson; Jennie Reed by phone.

**GUESTS PRESENT:** None

**STAFF PRESENT:** Robert Jones, Anna Mendoza, and Jeri Bohlscheid.

**CALL TO ORDER:** Chair Sampson called the meeting to order at 11:00 AM and it was noted that a quorum was present.

**INVOCATION and PLEDGE OF ALLEGIANCE:** Todd Sampson offered the invocation and led the Pledge.

**CONFLICTS OF INTEREST:** None.

**APPROVAL OF MINUTES:** The Minutes from the June 6, 2017 meeting were approved as presented by unanimous vote.

*Motion by Perley Richardson to approve the Minutes of June 6, 2017. Second: Larry Thompson. Vote: Unanimous.*

**EXECUTIVE DIRECTOR'S REPORT:**

**Budget:**

The ED outlined the 2017-2018 budget stating no funds have been added; therefore, the revised budget total remains the same.

The ED also discussed the results of the programmatic monitoring which was conducted November 13<sup>th</sup> through the 17<sup>th</sup>. The financial monitoring schedule was discussed, as well, stating the review would be conducted as a desk review with on-site monitoring being conducted in January.

**Other Business:**

**Chair Sampson called for any other business and there being none the meeting adjourned at 11:30 am. Chair Sampson called for motion to adjourn.**

*Motion: Larry Thompson. Second: Perley Richardson. Vote: Unanimous.*