

**CAREERSOURCE FLORIDA CROWN
Executive Committee Meeting
March 6, 2018 – 11:00 AM
CareerSource Florida Crown Employers Service Center
Lake City, FL**

MINUTES

COMMITTEE MEMBERS PRESENT: Noah Walker, Vice Chair (by phone); Perley Richardson; Larry Thompson; Alonzo Philmore and Yovancha Lewis-Brown.

GUESTS PRESENT: None

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

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

INVOCATION and PLEDGE OF ALLEGIANCE: Alonzo Philmore offered the invocation and led the Pledge.

CONFLICTS OF INTEREST: None.

APPROVAL OF MINUTES: The Minutes from the December 5, 2017 meeting were approved as presented by unanimous vote.

Motion by Alonzo Philmore to approve the Minutes of December 5, 2017. Second: Larry Thompson. Vote: Unanimous.

EXECUTIVE DIRECTOR'S REPORT:

Budget:

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

When discussing the current approved budget, the ED stated that we were a little below the 58.33% and that some adjustments will be made. Overall the budget is in line where it should be.

The proposed budget was discussed noting an increase in funds in WT. The ED stated that some of these funds will be utilized to operate the Why Try program which has expanded to all four counties.

Motion by Alonzo Philmore to approve the proposed budget for PY2017-2018. Second Larry Thompson. Vote: Unanimous.

Other Business:

The ED notified the Executive Committee of an incident that occurred between an employee of CareerSource Florida Crown (CSFC) and a customer and that charges had been filed against the long-time employee. The ED stated that the attorney for CSFC, Steve Bullock, had been contacted and that recommendation was made to put the employee on administrative leave until the investigation was finalized. Mr. Bullock stated that CSFC was not at fault due to the fact that the incident did not occur on company premises.

Members of the Executive Committee were in agreement with the ED that the employee should be terminated to avoid any problems in the future.

Vice Chair Walker called for any other business and there being none the meeting adjourned at 11:45 am. Vice Chair Walker called for motion to adjourn.

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