



MINUTES
BOARD OF DIRECTORS MEETING
February 20, 2025 | 11:30 a.m.
COLLABORATE. INNOVATE. LEAD.

Members		Members		Members		CSP Staff & Guests Present
Clark, Gary Chair	P	Garcia-Falconetti, Angela	P	Reis, Ryan	P	Stacy Campbell-Domineck
Adams, John	E	Garner, Ginger	P	Sapp, Sherry	P	Gerardo Meza
Altieri, Jorge	P	Khan, Adil	E	Wilson, Amanda	E	Joyette, Stevens
Bull, Larry	P	Jantomaso, Cyndi	E	Woodard, Derrick	E	Barbara Mincy
Case, Karen	E	Lunsford, Katrina	P	Wright, Sharon	P	
Dimmick, Scott	P	McCraw, David	P	Commissioner Michael Scott		
Gander, Patti	A	Olivas, Yesse A.	P			

CALL TO ORDER, WELCOME, AND INTRODUCTIONS

The meeting was called to order by Chairperson Gary Clark at 11:30 a.m. There were introductions of all those present.

PUBLIC COMMENT: There were no public comments

APPROVAL OF MINUTES

Chair Clark called for a motion to approve the September 6, 2024 meeting minutes. The motion was made by Katrina Lunsford and seconded by Ryan Reis. Chair Clark opened the floor for discussion. There was no discussion. All voted. Motion carried.

ACCEPTANCE OF CONSENT AGENDA

Chair Clark called for a motion to approve the Consent Agenda. David McCraw made a motion to approve. Sherry Sapp seconded. Chair Clark opened the floor for discussion. There was no discussion. All voted. Motion carried unanimously.

BOARD EDUCATION: Inside CareerSource Polk- President Campbell-Domineck

President & CEO Campbell-Domineck updated the board the status of CareerSource Polk's Winter Haven Career Center. The building owned by Florida Commerce will be closing July 1 as the CEO was informed of this planned action in the summer of 2024. CareerSource Polk has vacated all floors except for the 1st floor where the team is still providing services up until June 20, 2025. There was a great deal of discussion regarding the need to obtain and maintain a location for services in Winter Haven as that has been staple in the community and is CSPs busiest site. After much discussion, the CEO, in collaboration with Chair Clark, Board Member Sapp and Board Member Falconetti to explore options.

CEO Campbell-Domineck also informed the board of the plethora of requests for services and support from the community partners, at large to provide career workshops, speaking engagements and additional support. CEO informed the board of the number of staff and it's limited capacity to fulfill all of the requests as our Career Centers are our top priority where we are experience an increase in customer (businesses and job seekers) traffic.

CHIEF EXECUTIVE OFFICER'S REPORT

ACTIONS ITEMS REQUIRING APPROVAL & KEY REPORTS FOR INFORMATION

Board Administration (Executive Committee Chair, Gary Clark)

Recommendation: Approve Proposed Partnership with Bartow CRA for CSP Services

Chair Clark called for a motion to approve the partnership with Bartow Community Redevelopment Agency (CRA) to locate career center services to downtown Bartow as outlined in the packet on page 8. Amanda Wilson made the motion to approve. Sharon Wright seconded. Chair Clark opened the floor for discussion. There was much discussion regarding CSP's responsibilities and financial obligations as a result of the partnership including the desire for evening and weekend hours for the community and a diverse range of training options. All voted. Motion carried unanimously.

Recommendation: Approve CEO Request for Passenger Van for CSP clients

Chair Clark called for a motion to approve the CEO's request for up to \$75,000 in unrestricted funds to purchase a 12-15 passenger van for transporting CSP clients to and from our career centers, youth sites, and career fairs as needed as outlined

on page 9 of the packet. Lunsford made the motion to approve. Sapp seconded. Chair Clark opened the floor for discussion. CEO Campbell-Domineck provided the distinction between the original request that came before the board earlier this program year, reminded the members that Florida Commerce denied the request to use workforce funds for this initial purchase as has been done in the past, but a similar request was granted to another workforce region within the same year. CEO Campbell also informed the board that the difference in this request was to use local unrestricted funds that would be returned through depreciation. There was additional discussion. All voted. Motion carried unanimously.

Finance /Audit Committee (Committee Chair, Karen Case, Secretary/Treasurer)

Recommendation: Approve Budget for 2025 Summer Youth Internship Program

Finance/Audit Committee Chair Karen Case brought forth the recommendation on behalf of the committee to approve the proposed budget for the Summer Internship Program. Chair Clark opened the floor for discussion. There was a healthy discussion regarding the value of this program and how the funds have tremendously decreased over the years. Discussion regarding the need of this program for Polk 's young people to gain work experience, mentorship and leadership skills while earning income. Commissioner Scott inquired about the approximate costs to serve an additional 200 more youth and the CEO agreed to provide the numbers. There was additional discussion regarding how important this initiative is in Polk County there the need is great. The board charged to CEO to pursue other means of support to continue this invaluable program. All voted. Motion carried unanimously.

Workforce Performance Council (Council Chair, Cyndi Jantomaso – excused)

Recommendation: Approve One-Stop Operator and Direct Provider of Services Report 2nd Quarter PY2024-2025

In the absence of the Council Chair, Chair Clark brought forth the recommendation to approve the One-Stop Operator Compliance Report and the Direct Provider of Services Report for 2nd Quarter PY2024. Chair Clark opened the floor for discussion. There was one question regarding the infrastructure payments and why the mandated partners are not paying on time. CEO Campbell-Domineck addressed the concern and shared that some delays were at the State level. CEO Campbell-Domineck shared that she and her team did reach out to Florida Commerce and CareerSource Florida to attempt to address the state level partners. She also made the board aware that a gentleman at CSF did act on CSPs behalf to community with those partners who had not paid. The team will pursue further for those outstanding balances. There was no additional discussion. All voted. Motion carried unanimously.

Youth Development Council (Council Chair, Katrina Lunsford)

Recommendations: None

Chair Clark noted that there were no recommendations, however, he called on Youth Development Council Chair Katrina Lunsford to bring forth any information she would like to share regarding the work of the Council. Lunsford shared with the great work being done by the staff to enhance the Summer program including the enhancements of the Leadership Institute, the refined Employer Orientation, the Financial Literacy Academy and more. Lunsford shared with she was very proud of the working done and looking forward to a great summer.

Other Business

Chair Clark called on the board to share any other relevant business. While there was no other business, Chair Clark shared the great work being done in our community and the heart of the people who support efforts to meet the needs of our community. Chair Clark shared stories of the Summerlin Academy needing a golf cart for transport and how quickly the community responded with two golf carts and additional support. Clark also shared the heartwarming story of the Veteran's Flight to Honor and the importance of this initiative to our Vietnam Vets. Chair Clark expressed the overall support of members in this great community in Polk.

Other Business There was no additional business.

Meeting adjourned at 12:35pm

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.


Karen Case, Board Secretary/Treasurer


Date