



**Minutes  
Board of Directors  
May 18, 2023 | 11:30 a.m.**

Members		Members		Staff & Guests Present		Staff & Guests Present	
McCraw, David <b>Chair</b>	P	Garner, Ginger	P	Stacy Campbell-Domineck		Chadwick Myrick – DEO	
Adams, John	P	Khan, Adil	P	Candace Franklin		Shawn Brown – DEO	
Altieri, Jorge	P	Jantomaso, Cyndi	P	Gerardo Meza			
Bull, Larry	P	Lunsford, Katrina	P	Emilisse Ortiz			
Case, Karen	P	Olivas, Yesse A.	E	Joylette Stevens			
Clark, Gary	P	Sapp, Sherry	P	Michelle Orduna			
Dimmick, Scott	P	Wilson, Amanda	P	Daniel Harper – DEO			
Gander, Patti	E	Woodard, Derrick	P	Yvette McCully – DEO			
García-Falconetti, Angela	P	Wright, Sharon	P				

**CALL TO ORDER**

The meeting was called to order by Chair David McCraw at 11:31 a.m. followed by introductions of all those present.

**PUBLIC COMMENTS: N/A**

**APPROVAL OF MINUTES**

Chair McCraw called for a motion to approve the minutes from the February 16, 2023, meeting. The motion was made by Katrina Lunsford and Larry Bull seconded. Chair McCraw opened the floor for discussion. There was no discussion. All voted. Motion carried unanimously.

**BUSINESS VOICE: Michelle Orduna – Polyglass USA**

Chair McCraw invited Michelle Orduna to address the Board. She shared her experience as an employer taking advantage of CareerSource Polk’s recruiting services by holding hiring events in the Lakeland and Winter Haven career centers. She shared how her organization had previously utilized pay-per-click, online job board services without success. She stated that in the two hiring events she had organized with CareerSource Polk, her organization had been able to hire eight candidates. Orduna also commented on the motivation, preparedness, and work ethic of the candidates she has met through CareerSource Polk. Chair McCraw asked Orduna how many employees her organization has. She responded that in Winter Haven, her company employs 109 individuals but also has about 1500 employees nationwide. Larry Bull asked her about her organization’s product. CEO Stacy Campbell-Domineck asked Orduna about the skillsets she looks for in employees. Orduna responded that industrial maintenance technicians and electricians are the most difficult positions to fill. However, her organization does provide training for employees who are motivated to learn but do not have experience. Chair McCraw thanked Orduna for sharing her experience with the Board.

**APPROVAL OF CONSENT AGENDA**

Chair McCraw called for a motion to approve the Consent Agenda. Cyndi Jantomaso made a motion to approve. Derrick Woodard seconded. Chair McCraw opened the floor for discussion. There was no discussion. All voted. Motion carried unanimously.

**OLD BUSINESS: N/A**

**BOARD EDUCATION: CareerSource Polk’s Annual Performance – Representatives from the Florida Department of Economic Opportunity**

Daniel Harper, Data Quality Manager at DEO, introduced himself and his team, including Yvette McCully, Chadwick Myrick, and Shawn Brown. The team presented CareerSource Polk’s annual performance presentation.

**NEW BUSINESS**

**Board Chair Updates & Recommendations (Board Chair, David McCraw)**

**Recommendation: Approve New Board Member Nomination – Ryan Reis**

Chair McCraw called for a motion to approve the nomination of Ryan Reis for the Board of Directors. He noted that this would satisfy the requirement of private education representation on the Board. Katrina Lunsford motioned to approve. John Adams seconded. Chair McCraw opened the floor for discussion. There was no discussion. All voted. Motion carried unanimously.

**Finance/Audit Committee (Committee Chair, Scott Dimmick, Secretary/Treasurer)**

**Recommendation: Approve Preliminary Budget for PY2023**

Finance/Audit Committee Chair Scott Dimmick brought forth the recommendation to approve the preliminary budget for PY2023 on page 9. Chair McCraw opened the floor for discussion. CEO Campbell-Domineck informed the Board that the preliminary budget is usually based on estimates received by DEO in April. However, CareerSource Polk has not yet received those numbers this year. As such, the CEO instructed the VP of Operations to maintain last year's funding levels. She also informed the Board that this preliminary budget, if approved, would go before the Board of County Commissioners and that the commissioners would also be informed that CareerSource Polk had not received the estimates from DEO. There were no further questions or concerns. All voted. Motion carried unanimously.

**Workforce Performance Council (Committee Chair, Sherry Sapp)**

**Recommendation: Approve One-Stop Operator Compliance Report 3<sup>rd</sup> Quarter PY2022**

Council Chair Sherry Sapp brought forth the recommendation to approve the One-Stop Operator Compliance Report 3<sup>rd</sup> Quarter PY2022 on page 11. Chair McCraw opened the floor for discussion. There was no discussion. All voted. Motion carried unanimously.

**Recommendation: Approve Direct Provider of Services Report 3<sup>rd</sup> Quarter PY2022**

Council Chair Sherry Sapp brought forth the recommendation to approve the Direct Provider of Services Report 3<sup>rd</sup> Quarter PY2022 on page 19. Chair McCraw opened the floor for discussion. There were no questions or concerns. All voted. Motion carried unanimously.

**Recommendation: Approve Air Traffic Control Training to be added to Demand Occupation List**

Council Chair Sherry Sapp brought forth the recommendation to approve the addition of air traffic control training to the Demand Occupations List. Chair McCraw opened the floor for discussion. There was no discussion. All voted. Motion carried unanimously.

**Recommendation: Approve Removal of Florida International College from the ETPL**

Council Chair Sapp brought forth the recommendation to approve the removal of Florida International College (FIC) from the Eligible Training Providers List. Chair McCraw opened the floor for discussion. He noted that the school was likely no longer in operation. There were no questions or concerns. All voted. Motion carried unanimously. CEO Campbell-Domineck made the Board aware that four WIOA students were currently enrolled at FIC. If the school no longer existed and the students were unable to graduate, CareerSource Polk would support them in enrolling in another institution to complete their training. Each student's case would be brought to the Board on an individual basis in the event that enrolling at a new institution would cause the student to exceed their WIOA funding cap.

**Youth Development Council (Council Chair, Katrina Lunsford) – No Meeting**

**Nominating Committee (Committee Chair, Adil Khan)**

**Recommendation: Approve Current Slate of Officers for PY2023-2024**

Nominating Committee Chair Khan brought forth the recommendation to approve the current slate of officers for PY2023. Chair McCraw opened the floor for discussion. Khan reviewed the slate of officers. There were no concerns. All voted. Motion carried unanimously.

**Additional Comments**

McCraw made the board aware that they would be receiving CEO evaluation forms and emphasized the importance of 100% Board participation. CEO Campbell-Domineck encouraged the Board members to save the date for August 17 for CareerSource Polk's Annual Meeting and Best Places to Work Awards ceremony and shared a personal update.

**Meeting adjourned at 12:29 p.m.**