



**Board of Directors Meeting  
AGENDA**

December 12, 2024 – 12:00 PM

**Mission**

CareerSource Capital Region connects employers with qualified, skilled talent and Floridians with employment and career development opportunities to achieve economic prosperity in Gadsden, Jefferson, Leon and Wakulla Counties.

**Vision**

Florida will be the global leader for talent.

**Values**

1. Business-Driven
2. Continuous Improvement
3. Integrity
4. Talent Focus
5. Purpose-Driven

**In Person Board Meeting Location: 2601 Blair Stone Road, Building C, Ste 200, Tallahassee, FL 32301**

**Join Zoom Meeting:** <https://us02web.zoom.us/j/82653558174?pwd=NHZnRkJPa2JXRmdQVG45OTI4RytDQT09>

**Meeting ID:** 826 5355 8174

**Passcode:** 045122

**One tap mobile**

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[+13092053325](tel:+13092053325), [82653558174#](tel:+13092053325) US

- I. Call to Order – Kevin Vaughn
- II. Mission Moment – Treveka Smith, Seasoned Relaxation Center
- III. [FloridaCommerce Performance Presentation](#) Web Page Link
- IV. Meeting Minutes Approval – June 20, 2024 Action Item I Pages: 1-2
- V. **1Public Notice** – This is a public meeting, after motion and second, and after board member discussion, the public is invited to comment with a 3-minute limit and 12-minute overall limit.
- VI. Consent Agenda Action Item II<sup>1</sup>  
 Note: *If any Board member believes any item on the consent agenda requires discussion or a separate vote, the Board member may request that the item(s) be removed from the consent agenda and placed on the regular agenda for consideration.)*
  - Finance Committee – Cindy Lavoie
    - Budget 2024-25 (Unrestricted) Page: 3
    - Budget 2024-25 Page: 4
    - WIOA Adult/DW Transfer Page: 5
  - Nominating Committee – Beth Cicchetti
    - BOD Application – Monty Morgan, Jefferson County Page: 6
  - Governance Committee – Beth Cicchetti
    - [Big Bend Jobs & Education Council, Inc. d/b/a CareerSource Capital Region \(CSCR\) Bylaws Revision](#) Web Page Link
  - Strategic Policy & Planning Committee – Erin Gillespie
    - Training Provider Application Review Page: 7-9



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- VII. Governance Committee – Beth Cicchetti
  - [Interlocal Agreement](#) Action Item III<sup>1</sup>      Web Page Link
- VIII. [WIOA Local 4-year Plan](#) – Tandria Edwards Action Item IV<sup>1</sup>      Web Page Link
- IX. Chief Executive Officer Report – Jim McShane Pages: 10-12
- X. Adjourn

Note: The following items are included in the packet for informational purposes only:

- [Workforce Services Provider Quarterly Report](#) – Jeff Cheesborough Web Page Link
- [OSO Quarterly Report](#) – Kevin Harrington Web Page Link
- [Senior Director ROPC Report](#) – Tandria Edwards Web Page Link
- [Senior Director BES Report](#) – Trish Yahn Web Page Link
- [Revenue & Expense Statement 2024-25 \(Unrestricted\)](#) Web Page Link
- [Revenue & Expense Statement 2024-25](#) Web Page Link

**Next Meeting**  
**March 27, 2025**