



# Board of Directors Meeting AGENDA

December 17, 2025 –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

**Meeting Passcode:** 045122

**One tap mobile** [+13052241968](tel:+13052241968).,[82653558174#](tel:+13052241968) US [+13092053325](tel:+13092053325).,[82653558174#](tel:+13092053325) US

I. Call to Order – Cindy Lavoie

II. Mission Moment

III. Meeting Minutes – September 24, 2025

**Action Item I**

Pages: 1-2

IV. **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.

V. Introduction of New Board Members

Verbal

- Corrie Melton, Greater Tallahassee Chamber of Commerce
- Patrick Figueroa, Johnstons Meat Market

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 – Amber Tynan

- Budget Amendment 2025-2026

Page: 3

Nominating Committee – Kevin Vaughn

Page: 4

- Pending Board Member Application – Antonio Jefferson, Gadsden County
- Pending Board Member Application – Daniel Jones, Gadsden County
- Vacancy – WIOA (Veteran Organization)

Governance Committee – Kevin Vaughn

Pages: 5-67

- Board Member General Policy Manual
- Elected Officials Consortium General Policy Manual

VII. **Nominating Committee – Beth Cicchetti**

- **2025-2027 CareerSource Capital Region Board Member Officers<sup>2</sup> Action Item III<sup>1</sup>**
  - o 2025-2027 Chair – Cindy Lavoie
  - o 2025-2027 Vice Chair – Erin Gillespie

Verbal

- o 2025-2027 Secretary – Louis Dilbert

VIII. Chief Executive Officer Reports – Jim McShane  
– Keantha B. Moore

Pages: 68-69  
Verbal

IX. Adjourn

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

- *Workforce Services Provider Quarterly Report – C2 Global Professional* Pages: 70-84
- *One Stop Operator Report – Kevin Harrington* Pages: 85-92
- *Senior Director ROPC Report – Tandria Edwards* Pages: 93-97
- *Senior Director BES Report – Trish Yahn* Pages: 98-102
- *Revenue & Expense Statement 2025-2026 (Unrestricted) – Janice Beahn* Page: 103
- *Revenue & Expense Statement 2025-2026 – Janice Beahn* Pages: 104-121

<sup>1</sup>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.

<sup>2</sup>The Treasurer position will remain as Amber Tynan; therefore, no vote is required for this position at this time. Kevin Vaughn will remain the immediate Past Chair.

**Next Meeting**

**March 25, 2026**