



Executive Committee Meeting

AGENDA

March 6, 2025 – 3:30 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

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

<p>I. Call to Order - Audit Committee – Princess Ousley</p> <ul style="list-style-type: none"> • Audit Committee Meeting Minutes • 2023-24 Audit Report • 2023 IRS Form 990 	<p>Action Item I Action Item I¹ Action Item III¹</p>	<p>Pages: 1 Pages: 2-33 Pages: 34-71</p>
<p>II. Call to Order – Executive Committee – Kevin Vaughn</p>		
<p>III. Executive Committee Meeting Minutes – December 5, 2024</p>	<p>Action Item I</p>	<p>Pages: 72-73</p>
<p>IV. Audit Committee – Princess Ousley</p> <ul style="list-style-type: none"> • 2023-24 Audit Report • 2023 IRS Form 990 	<p>Action Item II¹ Action Item III¹</p>	<p>Pages: 2-33 Pages: 34-71</p>
<p>V. Finance Committee – Cindy Lavoie</p> <ul style="list-style-type: none"> • Budget 2024-25 (Unrestricted) • Budget 2024-25 • 401K Annual Profit-Sharing Contributions • Gadsden & Wakulla Facility Leases 	<p>Action Item IV¹ Action Item V¹ Action Item VI¹ Action Item VII¹</p>	<p>Page: 74 Page: 75 Page: 76 Verbal</p>
<p>VI. Nominating Committee – Beth Cicchetti</p> <ul style="list-style-type: none"> • BOD Application – Elisabeth (Betsy) Barfield, Jefferson County • BOD Application – Byron Wade, FL Dept of Children & Families • BOD Application - Jessica Lowe, Vocational Rehabilitation 	<p>Action Item VIII¹ Action Item X¹ Action Item IX¹</p>	<p>Pages: 77-79 Pages: 80-82 Pages: 83-88</p>
<p>VII. Chief Executive Officer Report – Jim McShane</p>		<p>Pages: 89-90</p>
<p>VIII. Workforce Services Provider Quarterly Report – Jeff Cheesborough</p>		<p>Pages: 91-118</p>
<p>IX. OSO Quarterly Report – Kevin Harrington</p>		<p>Pages: 119-126</p>



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|-------------|---|----------------|
| X. | Senior Director ROPC Report – Tandria Edwards | Pages: 127-130 |
| XI. | Senior Director BES Report – Trish Yahn | Pages: 131-135 |
| XII. | Adjourn | |

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

- Revenue & Expense Statement 2024-25 (Unrestricted) Information Item I Page: 136
- Revenue & Expense Statement 2024-25 (Unrestricted) Information Item II Pages: 137-154

¹After motion and second, and after board member discussion, the public is invited to comment with a 3-minute limit and 12-minute overall limit.

Next Meeting

June 5, 2025