



Executive Committee Meeting AGENDA

June 5, 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

[+13052241968](tel:+13052241968), [82653558174#](tel:+13052241968) US

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

- | | | |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------|
| <p>I. Call to Order – Executive Committee – Kevin Vaughn</p> | | |
| <p>II. Executive Committee Meeting Minutes – March 6, 2025</p> | Action Item I | Pages: 1-2 |
| <p>III. Finance Committee – Cindy Lavoie</p> <ul style="list-style-type: none"> • Budget 2024-25 (Unrestricted) • Budget 2024-25 • Budget 2025-26 (Unrestricted) • Budget 2025-26 • Wakulla Facility Lease | <p>Action Item II¹</p> <p>Action Item III¹</p> <p>Action Item IV¹</p> <p>Action Item V¹</p> <p>Information Item I</p> | <p>Page: 3</p> <p>Page: 4</p> <p>Page: 5</p> <p>Page: 6</p> <p>Verbal</p> |
| <p>IV. Nominating Committee – Beth Cicchetti</p> <p>2025-27 CareerSource Capital Region Board Member Officers</p> <ul style="list-style-type: none"> • 2025-27 Chair – Martina McDowell • 2025-27 Vice Chair – Cindy Lavoie • 2025-27 Treasurer - Amber Tynan • 2025-27 Secretary - Erin Gillespie • 2025-27 Past Chair – Kevin Vaughn | <p>Action Item VI¹</p> <p>Action Item VII¹</p> <p>Action Item VIII¹</p> <p>Action Item IX¹</p> <p>Action Item X¹</p> | <p>Verbal</p> <p>Verbal</p> <p>Verbal</p> <p>Verbal</p> <p>Verbal</p> |
| <p>V. Strategic Policy & Planning Committee – Erin Gillespie</p> <ul style="list-style-type: none"> • Training Provider Application Review <ul style="list-style-type: none"> a. Coding Clarified LLC (DBA Coding Clarified Academy) b. North Florida College | Action Item XI ¹ | Page: 7-8 |
| <p>VI. 2025-26 Board, Committee and Council Meetings Schedule & Hours of Operation and Center Hours and Holiday Closures</p> | Action Item XII ¹ | Pages: 9-11 |
| <p>VII. Chief Executive Officer Report – Jim McShane</p> | | Pages: 12 |
| <p>VIII. Workforce Services Provider Quarterly Report - Rick Zamarripa</p> | | Pages: 13-29 |



Executive Committee Meeting

AGENDA

June 5, 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

-
- | | | |
|------|-----------------------------------------------|--------------|
| IX. | OSO Quarterly Report – Kevin Harrington | Pages: 30-36 |
| X. | Senior Director ROPC Report – Tandria Edwards | Pages: 37-72 |
| XI. | Senior Director BES Report – Trish Yahn | Pages: 73-77 |
| 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: 78
- Revenue & Expense Statement 2024-25 (Unrestricted) Information Item II Pages: 79-96

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

TBA