

# MINUTES

## Board of Directors Meeting

12/17/2025

12:00 PM

**Attendees:** Amber Tynan, Beth Cichetti, Byron Wade, Cindy Lavoie, Erin Gillespie, Kevin Vaughn, Louis Dilbert, Maria Mead, Martina McDowell, Mike Temple, Wayne Jennings

**Staff & Guests:** Amy Correia, Janice Beahn, Jaselyn Hicks (Mission Moment), Jamela Reeves, Jim McShane, Keantha Moore, Kevin Harrington, Khari Harrison, Nick Maddox, Ramsey Olivarez, Tameka Thomas, Tandria Edwards, Trish Yahn

**Recording:** Jamela Reeves

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Welcome – Cindy Lavoie

**Meeting called to order by Martina McDowell @ 12:04p.m.**

Meeting Minutes – September 24, 2025

**Action Item I**

Pages: 1-2

**Motion to approve by Amber Tynan, seconded by Keith Bowers; all in favor**

**Consent Agenda**

**Action Item II<sup>1</sup>**

**Finance Committee – Amber Tynan**

- Budget Amendment 2025-2026

Page: 3

**Motion to approve by Amber Tynan, seconded by Keith Bowers; all in favor**

**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

**Nominating Committee – Beth Cichetti**

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

- 2025-2027 Secretary – Louis Dilbert

***Motion to approve by Keith Bowers, seconded by Martina McDowell; all in favor***

Chief Executive Officer Reports – Jim McShane

Pages: 68-69

– Keantha B. Moore

Verbal

***Meeting adjourned by Cindy Lavoie @ 12:37p.m.***

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