

# MINUTES

## Board of Directors Meeting

9/24/2025

12:00 PM

**Attendees:** Amber Tynan, Beth Cichetti, Byron Wade, Cindy Lavoie, Erin Gillespie, Keith Bowers, Kevin Vaughn, Kim Gay, Louis Dilbert, Maria Mead, Martina McDowell, Monty Morgan, Patrick Hutto, Princess Ousley, Shelly Bell, Wayne Jennings

**Staff & Guests:** Jim McShane, Tandria Edwards, Matt Salera, Charlotte Brown, Trish Yahn, Shawna Sloan, Angelica Duque, Carrine Anaeto, Khari Harrison, Kevin Harrington, Kandisha Franklin, Tara Young (Mission Moment), Tameka Thomas, Commissioner Nick Maddox, Ginger Boyd, Keantha Moore, Dan McGrew, BJ Van Camp, Aaron Smith, Ramsey Olivarez, Commissioner Quincee MesserSmith

**Recording:** Tandria Edwards

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Welcome – Martina McDowell

**Meeting called to order by Martina McDowell @ 12:01pm**

Meeting Minutes – June 26, 2025

**Action Item I**

Pages: 1-2

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

**Consent Agenda**

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

### Finance Committee – Amber Tynan

- Budget 2025-26 (Unrestricted)
- Budget 2025-26
- Leon Career Center RFP
  
- Staff In-Service Training Day request - November 17, 2025

Page: 3

Page: 4

Pages: 5-12

**Motion to approve Kevin Vaughn, seconded by Erin Gillespie; all in favor**

Wakulla Career Center Facility Lease – Matt Salera

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

Pages: 13

**Motion to approve Patrick Hutto, seconded by Louis Dilbert; all in favor**

### Nominating Committee – Beth Cichetti

Vacancies & Renewals

Information Item I

Verbal

*Vacancies*

- Gadsden – 2 Vacancies

*Business Renewals*

- Leon - Martina McDowell – Manpower
- Leon - Erin Gillespie – Presidio

*Partner Renewals*

- Louis Dilbert – FAMU (4 Years)
- Kim Gay – Goodwill (4 Years)
- Maria Mead – Keiser University (4 Years)

**Applications for Approval – Leon & Jefferson Business Vacancies**

- Corrie Melton – Greater Tallahassee Chamber of Commerce

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

Pages: 14-20

***Motion to approve Louis Dilbert, seconded by Amber Tynan; all in favor***

- Patrick Figueroa - Johnston's Meat Market

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

Pages: 21-26

***Motion to approve Kevin Vaughn, seconded by Amber Tynan; all in favor***

**Action Item VI - Personnel Committee CEO Recommendation – Martina McDowell**

Pages: 27-44

***Motion to approve Kevin Vaughn, seconded by Erin Gillespie. Martina asked for each individual board members' vote.***

Amber Tynan - Yes  
Beth Cicchetti - No  
Byron Wade - Yes  
Cindy Lavoie - Yes  
Erin Gillespie - Yes  
Keith Bowers - Yes  
Kevin Vaughn - Yes  
Kim Gay - No  
Louis Dilbert - No  
Maria Mead - Yes  
Martina McDowell - Yes  
Monty Morgan - No  
Patrick Hutto - Yes  
Princess Ousley - No  
Shelly Bell - No  
Wayne Jennings - Yes

Total Vote Count Yes 10. No 6. Motion passes 10-6.

**Chief Executive Officer Report – Jim McShane**

Pages: 45-46

***Meeting adjourned by Martina McDowell @ 12:53pm***

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

- [Workforce Services Provider Quarterly Report](#) – C2 Global Professional
- [One Stop Operator Report](#) – Kevin Harrington
- [Senior Director ROPC Report](#) – Tandria Edwards
- [Senior Director BES Report](#) – Trish Yahn
- [Revenue & Expense Statement 24-25 \(Unrestricted\)](#) - Matt Salera
- [Revenue & Expense Statements 24-25](#) - Matt Salera