



MINUTES

Board of Directors Meeting

6/20/2024

12:00 PM

Attendees: Kevin Vaughn, Martina McDowell, Tim Center, Beth Cicchetti, Christina Chauncey, Kim Gay, Shelly Bell, Patrick Hutto, Monique Ellsworth, Scott Watson, Maria Mead, Cindy Lavoie, Terrence Watts

Staff & Guests: Chakib Chehadi, Quincee Messersmith, Kimblin NeSmith, Amy Correia, Jeffrey Cheesborough, Charlotte Brown, Jim McShane, Matt Salera, Tandria Edwards, Haley Brown, Kevin Harrington, Reenee Williams, Shawna Sloan, Brad Turner

Recording: Matt Salera

- **Welcome – Kevin Vaughn**

Meeting called to order by chairman Kevin Vaughn @ 12:13 p.m.

- **Meeting Minutes Approval**
 - March 28, 2024, Minutes

Action Item I

Page: 1

Motion to approve Tim Center, seconded by Terrance Watts; all in favor.

- **Consent Agenda**
Finance Committee – Cindy Lavoie
 - Budget 2023-24 (Unrestricted)
 - Budget 2023-24
 - Budget 2024-25 (Unrestricted)
 - Budget 2024-25

Action Item II¹

Page: 2

Page: 3

Page: 4

Page: 5

Motion to approve Martina McDowell, seconded by Terrence Watts; all in favor.

- EDC 2024-25 Contracts

Action Item III¹

Page: 6-9

Motion to approve Tim Center, seconded by Cindy Lavoie; Beth Cicchetti & Kevin Vaughn abstained; all in favor.

- **Governance Committee**
 - Big Bend Jobs & Education Council, Inc. d/b/a CareerSource Capital Region (CSCR) Bylaws Revisions
 - Board Member General Policy Manual
 - Prospective Board Member Information Sheet & Board Member Application

Action Item IV¹

Page: 10-30

Pages: 31-64

Page: 65-72

Motion to approve Tim Center, seconded by Terrance Watts; all in favor.

- **2023-24 CSCR Board, Committee & Council Meetings, Career Center Hours of Operation, Holiday Schedule and In-Service Days**

Action Item V¹

Pages: 73-75

Motion to approve Martina McDowell, seconded by Terrence Watts; all in favor.

- **Leon Career Center 4 Office Buildout** **Action Item VI¹**

Motion to approve by Beth Cicchetti to using \$35,000 from unrestricted funds which will enable region 5 to close the Admin office located in Innovation Park after build out is completed, seconded by Martina McDowell; all in favor.

- **Chief Executive Officer Report – Jim McShane** **Pages: 76-78**
- **Adjourn**

Meeting adjourned by Kevin Vaughn