



MINUTES

Board of Directors Meeting

12/12/2024

12:00 PM

Attendees: Kevin Vaughn, Martina McDowell, Tim Center, Beth Cicchetti, Kim Gay, Maria Mead, Cindy Lavoie, Terrence Watts, Amber Tynan, Erin Gillespie, Keith Bowers, Mike Temple, Shelly Bell

Staff & Guests: Chakib Chahadi, Jeffrey Cheesborough, Charlotte Brown, Jim McShane, Matt Salera, Tandra Edwards, Kevin Harrington, Shawna Sloan, Treveka Smith

Recording: Trish Yahn

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- **Welcome – Kevin Vaughn**

Meeting called to order by chairman Kevin Vaughn @ 12:08 p.m.

- **Meeting Minutes Approval**
 - June 20, 2024, Minutes **Action Item I** Pages: 1-2

Motion to approve Tim Center, seconded by Cindy Lavoie; all in favor.

- **Consent Agenda** **Action Item II¹**
 - Finance Committee – Cindy Lavoie
 - Budget 2024-25 (Unrestricted) Page: 3
 - Budget 2024-25 Page: 4
 - WIOA Adult/DW Transfer Page: 5
 - Nominating Committee – Beth Cicchetti
 - BOD Application – Monty Morgan, Jefferson County Page: 6
 - Governance Committee – Beth Cicchetti
 - [Big Bend Jobs & Education Council, Inc. d/b/a CareerSource Capital Region \(CSCR\) Bylaws Revision](#) Web Page Link
 - Strategic Policy & Planning Committee – Erin Gillespie
 - Training Provider Application Review Pages: 7-9

Motion to approve Terrence Watts, seconded by Amber Tynan; all in favor.

- Governance Committee – Beth Cicchetti
 - [Interlocal Agreement](#) **Action Item III¹** Web Page Link

Motion to approve Martina McDowell, seconded by Cindy Lavoie; all in favor.

- [WIOA Local 4-year Plan](#) – Tandria Edwards **Action Item IV¹** Web Page Link

Motion to approve Cindy Lavoie, seconded by Martina McDowell; all in favor.

- **Chief Executive Officer Report – Jim McShane** Pages: 10-12

Meeting adjourned by Kevin Vaughn @ 1:13PM