



## Consortium Meeting

Thursday, December 18, 2025 – 2:00 p.m.

2703 NE 14<sup>th</sup> Street, Ocala, FL 34470

**Zoom Meeting:** <https://us02web.zoom.us/j/85692362630>

**Phone 1-646-558-8656 Meeting ID: 856 9236 2630**

### AGENDA

Call to Order Roll Call Approval of Minutes, September 15, 2025	Pages 2 - 3	C. Zalak C. Schnettler C. Zalak
<b><u>ACTION ITEMS</u></b> None		
<b><u>DISCUSSION ITEMS</u></b> State Update PIP Acknowledgement Letter Workforce Issues Important to Our Community Board Membership Status	Pages 4 - 6	R. Skinner  R. Skinner R. Skinner
<b><u>PUBLIC COMMENT</u></b>		
<b><u>PROJECT UPDATES</u></b> Broadband Scorecard YouthBuild Marion/Citrus Board Member Agenda – 12/10/2025	Pages 7 - 8	D. French D. French R. Skinner
<b><u>MATTERS FROM THE FLOOR</u></b>		
<b><u>ADJOURNMENT</u></b>		

### **OUR VISION STATEMENT**

*To be recognized as the number one workforce resource in the state of Florida by providing meaningful and professional customer service that is reflected in the quality of our job candidates and employer services.*



**CAREERSOURCE CITRUS LEVY MARION  
Consortium**

**MINUTES**

DATE: September 15, 2025

PLACE: CareerSource CLM – 14th Street Career Center

TIME: 9:30 a.m.

**MEMBERS PRESENT**

Commissioner Barek  
Commissioner Hodge  
Commissioner Zalak

**MEMBERS ABSENT**

**OTHER ATTENDEES**

Rusty Skinner, CSCLM  
Dale French, CSCLM

Bob Stermer, CSCLM Attorney  
Cira Schnettler, CSCLM

**CALL TO ORDER**

The meeting was called to order by Commissioner Zalak, Chair, at 9:30 a.m.

**ROLL CALL**

Cira Schnettler called roll, and a quorum was declared present.

**APPROVAL OF MINUTES**

Commissioner Barek made a motion to approve the minutes from the June 18, 2025, meeting. Commissioner Hodge seconded the motion. Motion carried.

**ACTION ITEMS**

**2025-2026 Budget**

Dale French presented the 25-26 final budget. He explained that final numbers for past fiscal year are closed out. He explained the new revenues, planned expenditures and the planned carry forward. There was discussion on how unrestricted funds are generated and used. Commissioner Hodge made a motion to approve the 2025-2026 budget. Commissioner Barek seconded the motion. Motion carried.

**Board Appointment**

Rusty Skinner presented the nomination of Thomas Adkins, Levy County, to serve as a public sector representative on the board. Commissioner Barek made a motion to approve the appointment. Commissioner Hodge seconded the motion. Motion carried.

## **DISCUSSION ITEMS**

### **State Update**

- Rusty Skinner provided an update from the State's performance report that was presented at the last CareerSource Florida meeting. Rusty Skinner stated that CLM staff are committed to improving performance outcomes. CLM management is working with staff to develop a plan to improve performance results. CLM management is awaiting response from CareerSource Florida on the performance improvement plan. Commissioner Zalak said he will be looking forward to the plan specifics at the next meeting.
- Rusty Skinner stated that CLM management and the State negotiated for a 40% ITA waiver request.

### **Workforce Issues Important to Our Community**

Commissioner Hodge highlighted some areas where the partnership with CLM has had an impact with the CDL training, clam farm restoration, and broadband training.

Commissioner Barek highlighted training partnerships in the construction industry and welding field.

Commissioner Zalak expressed appreciation for the CLM partnerships for a variety of industries in Marion County.

### **Board Membership Status**

Rusty Skinner reviewed the two vacancies. One vacancy in Marion and one in Levy.

## **PUBLIC COMMENT**

None

## **PROJECT UPDATES**

ITA Waiver Request

Broadband Scorecard

YouthBuild Marion/Citrus

Levy County Schools Program

All reports were available for review in the packet.

### **Board Member Agenda – 9/3/2025**

The board agenda was available for review.

## **MATTERS FROM THE FLOOR**

None

## **ADJOURNMENT**

There being no further business, the meeting was adjourned at 10:09 a.m.

**APPROVED:** \_\_\_\_\_



2703 NE 14<sup>th</sup> St  
Ocala, FL 34470  
352 840-5700/800 434-5627  
[careersourceclm.com](http://careersourceclm.com)

December 10, 2025

Adrienne Johnston  
President & CEO  
CareerSource Florida  
2308 Killearn Center Blvd., Suite 101  
Tallahassee, Florida 32309

Kate Doyle  
Deputy Secretary, Workforce Services  
Florida Department of Commerce  
107 East Madison Street  
Caldwell Building  
Tallahassee, Florida 32399

Dear Ms. Johnston and Ms. Doyle:

Thank you and your team for the thoughtful discussion on November 14. We appreciate the time and guidance you and your team provided as we work together to strengthen our performance. The following represents our initial response and understanding of the expectations surrounding the development of our performance improvement plan. We welcome further recommendations and stand ready to adjust, refine, and expand these efforts as needed.

### Areas of Focus for the Performance Improvement Plan

During our November 14 conversation, we identified several key areas that will form the basis of our improvement plan. Given that letter grade outcomes are closely aligned with the Federal Indicators of Performance, we will begin by addressing those measures.

### Indicators of Performance

- **Wagner Peyser Employed 2nd Quarter:** Our final 2025 Q4 report shows performance at *met goal* (93.90% of the target). Do you have further recommendations to keep us on the right track and contribute to increasing efficiency?
- **Youth Employed 2nd Quarter:** Our final 2025 Q4 report shows performance at *exceeded goal* (102.52% of the target). We remain open to feedback and recommendations to continue exceeding the goal.
- **Adult Credential Attainment:** Our final 2025 Q4 report shows performance at *did not meet goal* (83.78% of the target). This shortfall stemmed primarily from a cohort of teachers who were unable to obtain permanent teaching licenses prior to program exit. We have already implemented corrective measures, such as improved scheduling and clearer guidance regarding licensure requirements. We have identified this as an isolated issue and are making



strides to address it, while remaining open to further recommendations for improvement and strengthening of this area.

- **Dislocated Worker:** We recognize the need for improvement in the areas of Employed 2nd Quarter, Employed 4th Quarter, and Credential Attainment and look forward to partnering closely with your team to improve outcomes. Your guidance, suggested best practices, or tools shared with us to support improvement in this area will be central to our improvement plan.

## Letter Grade

To strengthen our overall letter grade, we welcome collaboration and technical support particularly in the following areas:

- **Measure 3, Employment and Training Outcomes:** Improvements in Adult Credential Attainment and Dislocated Worker metrics will be critical.
- **Measure 7, Completion to Funding:** We are working with training providers to implement shorter, high-value credential programs (e.g., broadband, CDL). In addition, we are reviewing co-enrollment opportunities, which we expect will enhance overall outcomes. We remain open to further suggestions on strengthening these efforts.

## Apprenticeship

We recognize the importance and value of apprenticeships for jobseekers and employers. We have therefore shifted our focus to enrolling participants into existing apprenticeship programs, which we expect will produce stronger results.

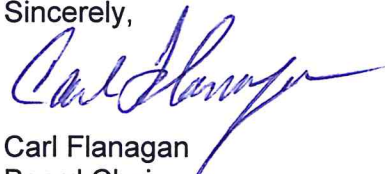
Additionally, we are exploring whether youth enrolled in our YouthBuild program, recognized by USDOL as a pre-apprenticeship, can be counted toward performance. We welcome feedback on this approach as well as your input and assistance to implement a performance plan and metrics to measure results effectiveness.

## Assistance

We feel encouraged by our recent meeting and look forward to a successful partnership that would allow us to meet and exceed our goals; with that in mind, we believe that additional technical assistance, like access to more timely data to monitor staff performance effectively and additional methods or strategies endorsed by CSF and Commerce will improve Dislocated Worker metrics.

Thank you again for your time and collaboration. Once we receive confirmation regarding the specific areas required for inclusion in our performance improvement plan, we will bring the information to our board and begin drafting our proposed plan. We remain fully committed to continuous improvement and to working in partnership to achieve the strongest outcomes possible for the communities we serve.

Sincerely,



Carl Flanagan  
Board Chair  
CareerSource Citrus Levy Marion

Cc:

Jason McCandless, CSF  
Victoria Gaitanis, CSF  
Karmyn Hill, Florida Commerce  
Commissioner Carl Zalak, Chair, CLMRWDC  
Commissioner Tim Hodge, Member, CLMWDC  
Commissioner Janet Barek, Member, CLMWDC



## BOARD MEETING AGENDA

Wednesday, December 10, 2025 – 11:30 a.m.

College of Central Florida – Marion Campus

3001 SW College Rd, Ocala, FL 34474

Join Zoom Meeting: <https://us02web.zoom.us/j/82763256229>

Conference Line: 1 646 558 8656 Meeting ID: 827 6325 6229

Call to Order		C. Flanagan
Invocation and Pledge of Allegiance		R. Stermer
Roll Call		C. Schnettler
Public Comment		C. Flanagan
Approval of Minutes, September 3, 2025	Pages 3 - 17	C. Flanagan

### **DISCUSSION ITEMS**

State Update		R. Skinner
Workforce Issues that are Important to our Community		R. Skinner
Board Membership Status	Page 18	R. Skinner

### **CONTRACTS**

<u>Master Contracts Requiring 2/3rds Vote - OJT, CBT, or</u>	Pages 19 - 20	R. Skinner
<u>Apprenticeship Training Opportunities - \$20,000</u>		
Novari Care		

### **ACTION ITEMS**

Internal Control Questionnaire	Pages 21 – 38	D. French
Comcast Grant	Page 39	D. French
Eckerd Modification	Page 40	D. French

### **CONSENT AGENDA**

<u>Performance and Monitoring – 11/4/2025</u>	Page 41	J. Chang
Subrecipient Monitoring		

<u>Business and Economic Development – 11/5/2025</u>		P. Beasley
WRA Grant (under Executive Committee)		

<u>Career Center – 10/30/2025</u>		C. Harris
No Action Items		

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*To be known as the number one workforce resource in the state of Florida by providing constructive tools and professional supportive services that are reflected in the quality of our job candidates and meet the needs of the business community.*



Marketing and Outreach – 11/12/2025  
WRA Grant (under Executive Committee)

A. Jones

Education and Industry Consortium - 11/13/2025  
No Action Items  
Minutes attached

Pages 42 - 54 R. Skinner

Executive Committee – 11/19/2025  
WRA Grant  
Continuity of Operations Plan  
Internal Control Questionnaire  
Gazelle Conversion  
CF Lease

Pages 55 - 59 C. Flanagan /  
R. Skinner

## **PROJECT UPDATES**

## **MATTERS FROM THE FLOOR**

## **ADJOURNMENT**

## **LUNCH**

2025 – 2026 MEETING SCHEDULE							
Performance/ Monitoring	Business and Economic Development	Career Center	Marketing / Outreach	Education and Industry Consortium	Executive	Full Board	
Unless noted otherwise all committee meetings are held at CareerSource CLM, 2703 NE 14 <sup>th</sup> Street, Ocala, FL 34470							
Tuesday 9:00 am	Wednesday 9:00 am	Thursday 9:30 am	Wednesday 9:00 am	Thursday 9:00 am	Wednesday 9:30 am	Wednesday, 11:30 am	
8/5/2025	8/6/2025	8/7/2025	8/13/2025	8/14/2025	8/27/2025	9/3/2025	CF Levy
11/4/2025	11/5/2025	10/30/2025	11/12/2025	11/13/2025	11/19/2025	12/10/2025	CF Ocala
2/3/2026	2/4/2026	2/5/2026	2/11/2026	2/12/2026	2/25/2026	3/4/2026	CF Lecanto
5/5/2026	5/6/2026	5/7/2026	5/13/2026	5/14/2026	5/27/2026	6/3/2026	CF Ocala

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