



CareerSource CLM
2703 NE 14th Street
Ocala, FL 34470

Executive Committee Meeting

Wednesday, April 29, 2026 – 9:00 a.m.

Join Zoom Meeting: <https://us02web.zoom.us/j/84656724488>

Phone No: 1-646-558-8656 (EST) Meeting ID: 846 5672 4488

Call to Order		C. Flanagan
Roll Call		C. Schnettler
Approval of Minutes, February 25, 2026	Pages 2 - 4	C. Flanagan

DISCUSSION ITEMS

State Update		R. Skinner
Workforce Issues Important to Our Community		R. Skinner

PUBLIC COMMENT

ACTION ITEMS

Health Benefits	Pages 5 – 6	R. Skinner
Youth Services Provision	Page 7	D. French
Reduction in Force	Page 8	D. French

PROJECT UPDATES

None

MATTERS FROM THE FLOOR

ADJOURNMENT

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 th 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
					1/30/2026		
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	6/10/2026	CF Ocala

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
Executive Committee**

MINUTES

DATE: February 25, 2026
PLACE: 2703 NE 14th Street, Ocala, FL 34470
TIME: 9:30 a.m.

MEMBERS PRESENT

Al Jones
Arno Proctor
Carl Flanagan
Charles Harris
Fred Morgan
Jeff Chang
Pete Beasley

MEMBERS ABSENT

OTHER ATTENDEES

Rusty Skinner, CSCLM
Dale French, CSCLM
Susan Heller, CSCLM
Wendy Ross, CSCLM
Mayra Carrion, CSCLM

Cira Schnettler, CSCLM
Bob Stermer, Board Attorney
Brad Hough, Powell and Jones

CALL TO ORDER

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

ROLL CALL

Cira Schnettler called roll and a quorum was declared present.

APPROVAL OF MINUTES

Al Jones made a motion to approve the minutes from the January 30, 2026, meeting. Charles Harris seconded the motion. Motion carried.

DISCUSSION ITEMS

State Update

Rusty Skinner provided the following update:

- Florida Commerce has notified us that the below items are due for renewal. The items will be on the Board agenda for approval. There is a timeline conflict between when the documents are due and the 30-day public comment requirement. A request has been submitted to the State for clarity on the submission date.

- Board Re-certification
 - Local Area Redesignation
 - Intent for Direct Service Provider
- Florida Commerce was onsite for the annual monitoring. Overall, management believes monitoring was a success and we are awaiting the final report. One item that was not noted in previous monitoring's was that there are two committees that do not include non-board community members, which are required by state statute. Community members will be invited to join those committees.
 - The State has released the first quarter 2025-2026 letter grades. We continue to maintain a B grade, with a minimal drop in score from 86.11-84. Some of the formulas that make up the scores have been adjusted.
 - In 2021 board member term limits were updated by the State. Board members could only serve for eight years. To be proactive and not have all board members turnover in the same year, the Consortium staggered the terms. In June 2026, a number of board member terms will end. Term limits will be discussed at the upcoming Consortium meeting on March 19.

Workforce Issues that are Important to our Community

Carl Flanagan asked about the progress of the plan to educate the community about our internship and apprenticeship programs.

Rusty Skinner provided some context to the question. We will look at restructuring towards a more workforce development and training approach versus a job placement approach. Rusty Skinner explained that our economic development partners will be essential in the remarketing of our approach to services. CLM management has met with our EDC partners to brainstorm different approaches. Our internal marketing department will work on creating a video series of businesses that have had success utilizing the programs. We will be introducing the new framework to all staff at the next staff meeting on March 6.

PUBLIC COMMENT

None

ACTION ITEMS

Powell and Jones Audit Report

Brad Hough presented the audit presentation and was happy to report that there were no findings.

Al Jones made a motion to accept the 2025 finance audit. Jeff Chang seconded the motion. Motion carried.

Bronson Lease

Al Jones made a motion to approve the Bronson office lease. Pete Beasley seconded the motion. Motion carried.

Charles Harris asked if the new location would affect the hours of that office. Dale French explained that it is a separate office from the main building with its own parking area. Hours will not be an issue.

Insurance Benefits RFP

Arno Proctor suggested that being a self-insured agency might offer some cost savings. Management will research this option. This item was tabled to be reviewed by the full board.

Regional Planning Area Expansion

Arno Proctor made a motion to approve the amendment to the existing RPA agreement accepting CS NE Florida into the RPA. Charles Harris seconded the motion. Motion carried.

Williston Airport Labor Study

Arno Proctor made a motion to approve the recommended contracts and the Chair signing the contract that is appropriate to implement the study. Jeff Chang seconded the motion. Motion carried.

Mid- Year Budget Update

Arno Proctor made a motion to approve the mid-year budget and expenditure reports. Jeff Chang seconded the motion. Motion carried.

Dale French introduced the finance team to the committee and thanked them for their hard work.

Form 990

Charles Harris made a motion to approve the Form 990. Arno Proctor seconded the motion. Motion carried.

PROJECT UPDATES

MATTERS FROM THE FLOOR

Carl Flanagan shared that he attended the NAWB Fly-in in Washington, DC. He shared that workforce development boards across the country are committed to retaining and keeping their boards at the local level.

ADJOURNMENT

There being no further business, the meeting was adjourned at 11:03 a.m.

APPROVED: _____



RECORD OF ACTION/APPROVAL

Executive Committee Meeting Wednesday, April 29, 2026

TOPIC/ISSUE:

Health Benefits

BACKGROUND:

In the past, we have provided at least one no cost option for employees in our group health program. We have found that this no cost option is an anomaly in today's healthcare marketplace.

Additionally, we have a number of employees who qualify for Medicare, but remain in our health insurance because of the additional cost of shifting to Medicare

While we do not have an estimated allocation for the FY beginning July 1, 2026, we feel that planning on a "flat" revenue stream is the proper plan at this time. Because of this, we feel that these two issues need to be considered.

POINTS OF CONSIDERATION:

Last year we reduced our rate increase with Florida Blue by shifting all of our ancillary benefits- group term life, vision, dental and long- and short-term disability- from Principal to Florida Blue. This year we do not have any such options to offer.

The cost of moving from our insurance program to Medicare is an issue for most eligible staff. Moving employees to Medicare would not directly impact their ability to select ancillary benefits. Medicare sign up begins in October, with coverage taking effect in January of 2027

STAFF RECOMMENDATIONS:

We recommend holding the company contribution to last year's level to stabilize our healthcare costs. Employees would be responsible for the cost of any selected plan above the company's contribution.

We recommend allowing staff to explore options that could legally encourage Medicare-eligible staff to make a decision on shifting their coverage to the Board at its September meeting.

COMMITTEE ACTION:

BOARD ACTION:



RECORD OF ACTION/APPROVAL

Executive Committee Meeting Wednesday, April 29, 2026

TOPIC/ISSUE:

Youth Service Provider Contract

BACKGROUND:

Eckerd Connects currently provides youth services through an annual contract. Due to budget reductions in previous years, we have redirected some operating costs to other grant sources in order to maintain meaningful services to the enrolled young adults. The contract also includes additional overhead costs to Eckerd that includes program oversight, financial management, and outreach costs. The current contract expires June 30, 2026.

POINTS OF CONSIDERATION:

Updated State policy is requiring boards to meet the 50% ITA requirement. In order to do this, we are no longer able to cover costs from other sources. These costs are managed through a cost allocation method that reduces available funding from our Adult and Dislocated Worker programs.

It is recommended that we:

- Provide youth services directly
- Reduce program oversight/management
- Invite current Eckerd employees to apply for youth related positions with CLM

We would realize approximately \$300,000 in annual cost savings by managing youth services directly. These funds will support our system through cost allocation allowing additional AD/DW funding to be obligated to training activities.

STAFF RECOMMENDATIONS:

Not renew the youth services contract and operate youth services in house.

COMMITTEE ACTION:

BOARD ACTION:



RECORD OF ACTION/APPROVAL

Executive Committee Meeting Wednesday, April 29, 2026

TOPIC/ISSUE:

Reduction in Force

BACKGROUND:

Since 2011 the State has allowed local boards to operate under waivers for the 50% ITA requirement in Florida Statutes (§445.003(3)(a)1). In recent years CareerSource Florida has reduced the amount allowed in waivers and is taking a stronger approach in recent policies that Boards must submit annual budgets showing 50% WIOA allocation of funds to training activities. A 50% requirement has also been written into proposed WIOA reauthorization bills.

POINTS OF CONSIDERATION:

Preliminary budget calculations (based on current year funding) show that we will see a shortfall in meeting the 50% requirement. An overall shortfall of approximately \$400,000 will be created by increased spending in ITA that will create increased contribution into cost pools. This shift of funding will directly impact our staff levels. We feel it is appropriate to offer staff the option of voluntary layoff. Any CLM position is eligible. Anyone opting for voluntary layoff will work through Friday, May 29, 2026, with that date marking their last day of employment. All eligible remaining Personal Leave Time and the following severance amounts will be paid in lump sum during the following payroll period.

1. Full-time staff: 160 hours of pay pursuant to our Personnel Handbook **Policy 750 – Termination of Employment.**
2. Part-time staff: 96 hours of pay pursuant to our Personnel Handbook **Policy 750 – Termination of Employment.**

Staff will be advised of all other benefits/services as per usual policy (retirement accounts, COBRA, personal leave time, etc.)

STAFF RECOMMENDATIONS:

Approve management to offer voluntary layoff to staff with the above provisions.

COMMITTEE ACTION:

BOARD ACTION: