



**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: _____