



Michelle Crocker, Chair

Michele Burns, Executive Director

**Executive Committee Meeting Minutes
July 24, 2024 @ 9:00 am- Virtual**

Members Present: Michelle Crocker, Leslie Sheekley, Bob Bennett, Jean Anne Encardes, Scott Seay, Pam Tedesco

Staff: Michele Burns, Sue Berntsen

Michelle Crocker called the meeting to order at 9:00 am.

Michele Burns presented the Individual Training Account (ITA) Waiver Request. WIOA calls for a 50% spending requirement, CSOW requests a reduction to 30%. Previously there was a sliding scale, but it has been discontinued. Rent, wages and Business Services go into the calculations. Rent at the Ft Walton Beach facility is very low per square foot and the cost of moving to another facility would be prohibitive. Last year the requirement was 40%. Competing grants take funds from WIOA spending, making it more difficult to meet the goal.

A motion by Leslie Sheekley, seconded by Jean Anne Encardes to approve submitting the ITA Waiver Request. All Ayes.

Michele then reviewed the Sub-Recipient Agreement, which is in draft form at this time. It must be submitted to the CLEO and to the State by Sept. 1st. No material changes are expected, but if any are made it will be resubmitted to the Executive Committee or Board.

A motion by Pam Tedesco, seconded by Jean Anne Encardes to approve the Sub-Recipient Agreement. All Ayes.

There being no further business, Michelle Crocker adjourned the meeting at 9:11 am.

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