



Board of Directors meeting * March 11, 2026 – 9:00 am
All Board Meetings are open to the Public and are electronically recorded

Call to Order: Michelle Crocker called the meeting to order.

Attending were:

Jennifer Beasley	Bob Bennett	Jackie Blue
Sam Burkett	Michelle Crocker	Kevin Crystal
Jennifer Fleming	Chris Gabers	David Haines
Joel Paul	Rebecca Pazik	Cheryl Pedone
Scott Seay	Leslie Sheekley	Michael Smithart
Nathan Sparks	Stephanie Swint	Pam Tedesco
Tarey Franxman	Dave Underwood	James Halleran
Erik Wiebke	Deborah Carty	Demetrice Odds

CSOW staff members present:

Michele Burns	Kelly Jordan	Shawn Knobel
Will Miles		

Audit Presentation: James Halleran presented the audit report for the year ended June 30, 2025. They issued an unmodified opinion, which is the best opinion they can provide. There were no findings on Internal Control and Compliance and Major Federal programs. FL Commerce added additional areas to the audit; three areas of non-compliance were noted (many other LWDBs also had this issue) due to very old award balances. MIP cleanup should resolve this. There were no disagreements with Management or difficulties performing the audit. Revenues and Expenses were approximately the same as in prior years. There were no questions from the Board for the Auditors.

Board Orientation: Will Miles presented the Board Orientation/Refresher training, including overview of WIOA and the system & structure, goals & strategies, purpose of the Local Board, Board composition, roles & responsibilities, required partners, funding, performance requirements, Sunshine law, conflict of interest. Members present were asked to sign the training verification form before leaving, it will be emailed to those online.

Consent Agenda:

- Dec 3, 2025 meeting minutes
- Workforce Area Subsequent Designation
- Direct Service Provider

A motion by Nathan Sparks, seconded by Jennifer Beasley, to approve the consent agenda as presented.
All Ayes.

Finance Committee: Bob Bennett presented the financials as of January 31, 2026.

A motion by Jennifer Beasley, seconded by Nathan Sparks to accept the Finance Committee reports as presented.
All Ayes.

NWFSC ETPL: Will Miles presented and reviewed the ETPL application from NWFSC:

A motion by Bob Bennett, seconded by Nathan Sparks, to approve the ETPL application as presented.
All Ayes.
Chris Gabers abstained due this employment by NWFSC.

Education and Industry Consortium: Kelly Jordan reported that the Consortium will meet Thursday, March 12th.

Executive Director's Report: Michele Burns reported we're almost seven months into the Program year. We do not yet have our final report from Program monitoring conducted in October. We are still in the midst of financial monitoring by the State. We are still understaffed and trying to hire. A one-paycheck retention bonus is proposed across-the-board, including the Executive Director.

A motion by Nathan Sparks, seconded by Jennifer Beasley, to approve a one-paycheck retention bonus for all staff, including the Executive Director.
All Ayes.

Michele then drew attention to the awards on the wall for the JVSG team. She also reviewed a pay increase received by the JVSG team and some inequities that occurred.

A Rural Resource & Job Fair was conducted with great participation. Kelly represented us, speaking at the SETA conference in Orlando. The 6th Annual College & Career Fair had 70 vendors & schools and 400 students, of which 240 took Traitify.

Partner Updates: The floor was opened for Board members to give brief updates about their organizations.

Adjournment: Michelle Crocker adjourned the meeting.

The next Board meeting is scheduled for June 3, 2026 at 9:00 am.