



CareerSource CLM
2703 NE 14th Street
Ocala, FL 34470

Executive Committee Meeting

Monday, July 20, 2026 – 10:00 a.m.

Join Zoom Meeting: <https://us02web.zoom.us/jc/89292870565>

Phone No: 1-646-558-8656 (EST) Meeting ID: 892 9287 0565

Call to Order

Roll Call

Approval of Minutes, May 27, 2026

Pages 2 - 4

A. Proctor

C. Schnettler

A. Proctor

PUBLIC COMMENT

ACTION ITEMS

Required Positions

Update on Responses for RFQ

Page 5

Page 6

D. French

C. Taylor

PROJECT UPDATES

None

MATTERS FROM THE FLOOR

ADJOURNMENT

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: May 27, 2026
PLACE: 2703 NE 14th Street, Ocala, FL 34470
TIME: 9:30 a.m.

MEMBERS PRESENT

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

MEMBERS ABSENT

Al Jones

OTHER ATTENDEES

Rusty Skinner, CSCLM
Dale French, CSCLM
Cory Weaver, CSCLM

Cira Schnettler, CSCLM
Bob Stermer, Board Attorney

CALL TO ORDER

The meeting was called to order by Carl Flanagan, Chair, at 9:04 a.m.

ROLL CALL

Cira Schnettler called roll and a quorum was declared present.

APPROVAL OF MINUTES

Charles Harris made a motion to approve the minutes from the April 29, 2026, meeting. Pete Beasley seconded the motion. Motion carried.

DISCUSSION ITEMS

State Update

Rusty Skinner provided the following update:

- Budget allocations have been received from the State.
- The response to the State's PIP plan will be on the CSFL agenda in June.

Workforce Issues that are Important to our Community

Carl Flanagan shared that affordable housing and childcare continue to be challenges

for Citrus County residents.

PIP Update

Rusty Skinner and Dale French reviewed the Indicators of Performance and Letter Grades. They were both happy to report positive movement in meeting goals.

PUBLIC COMMENT

None

ACTION ITEMS

By-Laws Amendment

Rusty Skinner explained that staff's recommendations for the Bylaw amendments.

- Reducing the number of community board member seats will strengthen the private sector percentage of board members.
- The functions of the Audit Committee have been conducted through the Executive Committee.

Arno Proctor made a motion to eliminate the Audit Committee. Pete Beasley seconded the motion. There was discussion on clarifying the elimination of the committee. Arno amended his motion to approve all changes to the By-laws as recommended by staff. Pete Beasley's seconded the motion. Motion carried.

Workforce Summit Sponsorship

Charles Harris made a motion to approve the 2026 Summit Sponsorship. Jeff Chang seconded the motion. Motion carried.

2026-2027 Budget

Dale French reviewed the forecasted budget. Pete Beasley approved the 2026-2027 budget. Jeff Chang seconded the motion. Motion carried.

Benefits Annual Renewal

Dale French reviewed the benefits plan options and costs associated for staff and the company. Fred Morgan made a motion to approve the 2026-2027 benefits package. Pete Beasley seconded the motion. Motion carried.

Schedule of Operations

Arno Proctor made a motion to accept the 2026-2027 Schedule of Operations. Pete Beasley seconded the motion. Motion carried.

Decision Steps: Self Insurance

Rusty Skinner outlined the approach and timeline for exploring the options for self-insurance. Arno Proctor made a motion to approve the approach, timeline, and issue the RFI. Charles Harris seconded the motion. Motion carried.

Attorney Bob Stermer presented potential legalities and a variety of considerations for structuring a program where employees may voluntarily opt out of employer sponsored health coverage when they have personal alternatives available. Arno Proctor made a motion to table the discussion. Fred Morgan seconded the motion. Motion carried.

CD Staffing Contract

Arno Proctor made a motion to approve the CD Staffing contract. Charles Harris

seconded the motion. Motion carried.

Workforce Champion

Dale French presented the staff nominee for the 2026 Workforce Champion. Arno Proctor made a motion to accept the nominee. Pete Beasley seconded the motion. Motion carried.

PROJECT UPDATES

MATTERS FROM THE FLOOR

Rusty Skinner explained the indirect cost rate reconciliation as it relates to the Hurricane Idalia grant funds.

ADJOURNMENT

There being no further business, the meeting was adjourned at 11:02 a.m.

APPROVED:_____



RECORD OF ACTION/APPROVAL

Executive Committee Meeting Monday, July 20, 2026

TOPIC/ISSUE:

Required positions: Equal Opportunity Officer and Ethics Officer

BACKGROUND:

The subgrantee agreement between CareerSource Citrus Levy Marion and Florida Commerce requires that we have specific designated positions (listed with current assignments):

Region Security Officer – Dale French

Custodian of purchased property and equipment – Dwain Henderson

Personnel Liaison (Commerce staff) – Bonnie Johnson

Public records coordinator – Cory Weaver

Disabilities liaison – Luis Perez

Equal Opportunity Officer - VACANT

Ethics Officer - VACANT

POINTS OF CONSIDERATION:

Our previous Ethics Officer and EOO is no longer with CLM.

STAFF RECOMMENDATIONS:

Assign Cira Schnettler as the EOO and Ethics Officer

COMMITTEE ACTION:

BOARD ACTION:



RECORD OF ACTION/APPROVAL

Executive Committee Monday, July 20, 2026

TOPIC/ISSUE:

Dislocated Worker Invitation to Negotiate

BACKGROUND:

On behalf of CareerSource Citrus Levy Marion, CareerSource Northeast Florida issued a Request for Qualifications seeking qualified organizations to provide Workforce Innovation and Opportunity Act (WIOA) Dislocated Worker services for Citrus, Levy, and Marion Counties in Florida. The Request for Qualifications (RFQ) opened on June 15, 2026, and closed on July 3, 2026. The RFQ served as a pre-qualification review to identify organizations with the demonstrated experience, capacity, financial stability, and operational capability to successfully administer WIOA-funded Dislocated Worker employment and training services.

POINTS OF CONSIDERATION:

Four responses were received from qualified providers.

CareerSource Citrus Levy Marion
Educational Data Systems, Inc.
KRA Corporation
DB Grant Associates, Inc.

STAFF RECOMMENDATIONS:

CareerSource Northeast Florida requests Board approval to issue an Invitation to Negotiate (ITN) and to administer the procurement process on behalf of CareerSource Citrus Levy Marion (CSCLM).

This includes managing the receipt of proposals, coordinating the evaluation committee, and responding to respondent inquiries.

Consistent with CSCLM's procurement strategy, the ITN will be issued only to organizations that responded to RFQ-CSCLM 26-DW-01 and were determined to be responsive to the requirements of that solicitation.

The ITN will not be publicly advertised or open to additional respondents.

COMMITTEE ACTION:

BOARD ACTION: