

Business Enhancement Committee Meeting
Thursday - June 6, 2019 – 10:00 a.m.
MINUTES

I. Call to order

The meeting was called to order at 10:01 a.m. by Ray Royce, Committee Chair. Mr. Royce inquired if there were any Requests for Public Comment and was advised that none had been received.

II. Introductions

Roll call identified/confirmed committee members present and participating by phone. Staff and others present were identified (see end of meeting minutes for attendees).

III. Topic

Action Items:

A. CareerSource Heartland 2019-2020 Demand Occupations List (DOL)

Referring to the Action Item in the agenda packet, Ann Martin (Chief Programs Officer) announced the request to add the following job titles to the Demand Occupations List.

- Electrical Power-Line Installers and Repairers
- Machinists
- Correctional Officers and Jailers
- Automotive Service Technicians and Mechanics
- Medical Assistants
- Nursing Assistants
- Electro-Mechanical Technicians.

No requests to remove job titles were made.

Ms. Martin continued to explain that a request was made to add ***Diagnostic Medical Sonographers, First-Line Supervisors of Food Preparation and Service Workers, and Social and Human Service Assistants*** to the DOL. However, there were insufficient openings to support the request.

Committee Chair, Raymond Royce, asked if there were any questions. None were noted.

- A motion was made by Mary Kay Burns to approve staffs' recommendation to accept the 2019-20 Demand Occupations list as presented with the inclusions noted.
- Motion seconded by Russell Brown.
- Motion carried unanimously

B. Workforce Services Contract – DeSoto Memorial Hospital

Referring to the Action Item in the agenda packet, Donna Doubleday (President/CEO) explained that, in 2013, CSH Board approved the use of Workforce Services Contracts which allow the President / CEO (with Board approval) to enter into master contracts with an organization or business represented by a board member, eliminating the need to call special meetings for this purpose.

Ms. Doubleday informed the committee of DeSoto Memorial Hospital's request for work-based training funds in the amount of seven thousand dollars (\$7,000.00) to provide training opportunities in various healthcare-related subjects to approximately seven (7) medical employees.

As a related-party contract, Lois Hilton, CSH Board member and employee of DeSoto Memorial Hospital, would abstain from voting on this action and sign a conflict of interest form.

Committee Chair, Raymond Royce, asked if there were any questions or comments. None were noted.

- A motion was made by Kevin Cundiff to approve a Workforce Services Contract with DeSoto Memorial Hospital in the amount of \$7,000.00 with a completion date of December 31, 2019.
- Motion seconded by William Nielander.
- Motion carried unanimously

IV. Other

No other matters were brought before the committee.

V. Adjourn

The meeting was adjourned at 10:10 a.m.

Committee members present and participating: Ray Royce (Chair), Adrian Cline, David Royal, Kevin Cundiff, Laurel White, Mary Kay Burns, Russell Brown, Stephanie Gonzalez, William Lambert, William Nielander, Yesenia Irizarry

Committee members absent: Benjamin Dunn, Tom Leitzel, John Varady, Michael Taber, Mike Willingham, Sandy Swanson, Selvin McGahee, Sherry Sapp, Vanessa Hernandez

Public attendance: None

CSH staff present: Donna Doubleday, Ann Martin, Brian Mercurio