

## Program Review Committee Conference Call Meeting

CareerSource Central Florida Admin Office  
707 Mendham Blvd., Suite 250  
Orlando, FL 32825  
Friday, February 21, 2014  
4:00 p.m.

### MINUTES

**MEMBERS PRESENT:** Dr. Sanford Shugart, Greg Beliveau, Richard Sweat, Eric Ushkowitz, and Larry Walter

**MEMBERS ABSENT:** Dr. Angela Adams, Paul Bough, Steve Clelland, Brian Michaels and Tirso Moreno

**STAFF PRESENT:** Kevin Neal, Pam Nabors, Joyce Hinton, Homer Boone, Leo Alvarez, Anika Holmes, Nilda Blanco, Chad Kunerth and Kaz Kasal

### WELCOME & CHAIR'S REMARKS

#### Welcome

Dr. Shugart called the meeting to order at 4:05 pm and welcomed those in attendance.

#### Roll Call/Establishment of Quorum

Ms. Kasal commenced with roll call and established that there was a quorum present.

#### Public Comment

None offered.

### APPROVAL OF THE MINUTES FROM 1/31/14

Mr. Walter made a motion to approve minutes from the 1/31/14 meeting. Mr. Beliveau seconded, motion passed.

### ACTION ITEMS

#### ➤ Program Review Committee Charter

Mr. Neal stated that edits were made to the Program Review Committee Charter, based on the last meeting's discussion. Dr. Shugart commented that the charter looks good.

**Mr. Sweat made a motion to bring the Program Review Committee Charter forward to the Board for their review and approval. Mr. Beliveau seconded, motion passed.**

#### ➤ Approval and Retention of Training Providers/Programs

Dr. Shugart recommended that this action item be deferred to the next meeting for further discussion. The committee concurred.

#### ➤ ITA Policy

Mr. Neal asked that this action item be deferred to the next meeting as the policy still needs further

review/work. Dr. Shugart offered to provide assistance to staff. The committee concurred to defer this action item to the next meeting.

**INFORMATION/DISCUSSION ITEMS**

Talent Gap Survey - Update

This topic will be deferred to the next meeting.

**CHAIR'S CLOSING REMARKS**

Dr. Shugart thanked those in attendance.

There being no further business, meeting adjourned at 4:12 pm.

Respectfully submitted,

Kaz Kasal  
Sr. Administrative Assistant