



Brevard County Board of County Commissioners

2725 Judge Fran Jamieson
Way
Viera, FL 32940

Legislation Text

File #: 3246, **Version:** 1

Subject:

Bylaws Modification, Re: Brevard Workforce Development Board, Inc. dba CareerSource Brevard

Fiscal Impact:

Dept/Office:

County Manager for CareerSource Brevard

Requested Action:

CareerSource Brevard requests the approval of modifications made to the Bylaws for CareerSource Brevard.

Summary Explanation and Background:

The Brevard County Board of County Commissioners serves as the Chief Elected Official (CEO) for the Local Workforce Development Board. Pursuant to 20 CFR §679.310 and CareerSource Florida Administrative Policy 110 "Local Workforce Development Area and Board Governance," the CEO is required to establish bylaws in coordination with the local board. Bylaws are the provisions by which the Local Workforce Development Board (LWDB) is governed and its operations are managed. The Bylaws provide consistency and clarification on the roles and responsibilities of the various representatives governing the LWDB system. The LWDB must ensure that its bylaws are up-to-date and in alignment with requirements of the Workforce Innovation and Opportunity Act (WIOA) and state policy.

CareerSource Florida has recently updated Administrative Policy Number 091 "Local Workforce Development Board Composition and Certification" and Administrative Policy Number 110 "Local Workforce Development Area and Board Governance," necessitating changes to CSB's current Bylaws. A summary of the changes is listed below:

- CareerSource Florida policies 091 and 110 references added
- Purpose and Responsibilities of the LWDB defined
- Criteria for Nomination and Composition of Directors included
- Board officer term modified to include term limit of eight (8) years
- Board Member Orientation and Training defined
- Record Keeping requirement added
- Duties of Chair expanded

The CareerSource Brevard Executive Committee approved the modifications on Monday, August 2, 2021. CareerSource Brevard's full Board of Directors approved the modifications on Thursday, August 19, 2021.

The specific modifications made to the Bylaws can be viewed in the tracked revisions version (attached).

Once approved by the Board of County Commissioners, CareerSource Brevard will submit the documentation to the Department of Economic Opportunity and replace the existing Bylaws on the CareerSource Brevard website.

Clerk to the Board Instructions:

Please send to CareerSource Brevard a copy of the memorandum indicating that the Board of County Commissioners has approved the modifications to the Bylaws.