

**First Coast Workforce Development, Inc. (dba CareerSource Northeast Florida)
Impact & Efficiency Ad Hoc Committee Meeting
November 3, 2025**

Committee members in attendance:

Elaine Johnson – Chair

Darryl Register

Tim Hinson

Amy Rice

Staff in attendance: Cheryl Taylor, Ivette Berrios, Melissa Terbrueggen, Steve Dionisio, Jay Loy, Rebecca Livingston, Angie Pineiro

Others in attendance: Ronnie Bryant

1. Welcome and call to order:

10:00 a.m. Elaine Johnson, Committee Chair, welcomed the members and called the meeting to order.

2. Plan Overview

Cheryl Taylor presented the financial trends and five-year budget analysis (FY 2021–2025 Budget Projections) to the committee. She noted that CareerSource Northeast Florida has experienced a sustained decline in total revenues over the past five years, accompanied by an increase in personnel costs as a proportion of overall expenditures. These trends underscore the need for continued attention to financial sustainability and organizational efficiency. Between FY 2021–2022 and FY 2025–2026, CSNEFL’s total revenues declined by 20.8%, while personnel costs increased by 8.45%. Cheryl then provided an overview of the proposed Restructuring and Resizing Plan.

Cheryl Taylor presented the proposed plan and reviewed the implementation timeline. Following extensive discussion, the committee agreed that involuntary separation packages will be provided to staff according to their years of service, as specified in the Restructuring Plan. The committee confirmed that a voluntary separation package will not be offered.

A motion to approve and proceed with the Restructuring and Resizing Plan, including the revised changes to the separation packages, was made by Elaine Johnson and seconded by Amy Rice. The motion passed, and the plan was approved.

3. Public Comment:

None.

The meeting was adjourned by the Impact & Efficiency Ad Hoc Committee Chair, Elaine Johnson, at 11:30 a.m.