



Wednesday, May 13, 2020 2:00 PM
ZOOM Meeting

Ad Hoc Nominating Committee Agenda

I. Welcome and Introductions

II. Action/Discussion Items

1. Approval of Minutes – Ad Hoc Nominating Committee June 13, 2019M. Bach, Page 2
2. 2020 – 2021 Board OfficersJ. Flanagan, Page 4

III. Information Items

1. Committee Assignments OfficersM. Bach, Page 5
2. Duties of Board OfficersM. Bach, Page 7

IV. Process/ Next Steps

V. Public Comments

VI. Adjournment





Approval of Ad Hoc Nominating Meeting Minutes

Career Source Tampa Bay Ad Hoc Nominating Committee

Date: June 13, 2019
Location: 4902 Eisenhower Blvd. Ste., Tampa FL 33634

Call to Order

Ad Hoc Nominating Committee Chair Michael Ramsey called the meeting to order at 10:52 a.m. There was a quorum present with the following members participating.

Committee Members in attendance

Tom Aderhold, John Howell, Michael Ramsey.

Staff Present

John Flanagan, Tammy Stahlgren.

BOCC Liaison

Kenneth Jones.

Welcome Introductions

Action/Discussion Items

Item 1 – 2019 - 2020 Board Officers

A list of nominees was presented for consideration. After much discussion and taking into consideration their experiences and expertise, the slate of nominees was created as noted below. Staff was directed to contact these nominees asking if they are willing to serve when elected by the Board. Should any of the members have expressed they are not able to serve, the alternate nominee will be contacted.

Chair: Sean Butler, Executive Vice President of People, A-Lign.

Motion: Tom Aderhold
Second: Mike Ramsey

The Ad Hoc Nominating Committee recommended nominating Sean Butler for the office of the Chair.

With a unanimous vote, the motion carried.

Chair-Elect: Benjamin Hom, Vice President Human Resources, McKibbon Hospitality

Motion: John Howell
Second: Mike Ramsey

The Ad Hoc Nominating Committee recommended nominating Benjamin Hom for the office of the Chair-Elect.

With a unanimous vote, the motion passed.

Secretary: Ginger Clark, Campus President, Hillsborough Community College

Motion: John Howell
Second: Tom Aderhold

The Ad Hoc Nominating Committee recommended nominating Ginger Clark for the office of the Secretary.

With a unanimous vote, the motion passed.

Alternate Secretary: Michael Ramsey, General Director, Hillsborough County

Motion: John Howell
Second: Tom Aderhold

The Ad Hoc Nominating Committee recommended Michael Ramsey as the alternate nominee for the office of the Secretary.

With a unanimous vote, the motion carried.

Treasurer: Sophia West, Partner, C.S. West & Associates

Motion: Michael Ramsey
Second: John Howell

The Ad Hoc Nominating Committee recommended nominating Sophia West for the office of the Treasurer

With a unanimous vote, the motion carried.

Alternate Treasurer: Don Noble, Hillsborough County

Motion: John Howell
Second: Tom Aderhold

The Ad Hoc Nominating Committee recommended Michael Ramsey as the alternate nominee for the office of the Secretary.

With a unanimous vote, the motion carried.

Public Comments

None was made.

The meeting was adjourned at 11:16 a.m.



Action Item #2

2020 – 2021 Board Officers

INFORMATION

Tampa Bay WorkForce Alliance Bylaws states:

Section 6.1 - Board Officer Positions, Nominations and Elections

The Board Officers of CSTB shall consist of a Chair, a Vice-Chair, a 2nd Vice-Chair, a Secretary and a Treasurer. The Chairperson of the CEO or designee shall occupy the 2nd Vice-Chair position. The Chair, Vice-Chair, Treasurer, and Secretary of CSTB shall be nominated and elected as follows:

- A. A slate of nominees for Officers shall be presented to the Board for a vote by the Nominating Committee at CSTB’s annual meeting. Prior to voting on the slate of nominees, nominations shall be accepted from the floor.
- B. The annual meeting at which the slate of Officers shall be elected shall take place in May, or on a date as otherwise set by the Board, and the Officers shall take office in July, or on a date as otherwise set by the Board.
- C. The Chair and Vice-Chair shall be selected from among the representatives of the business sector Board members. The Treasurer and Secretary shall be selected from among any category of Board membership.

Officers	2019 – 2020	2020 – 2021
Chair	Sean Butler	
<i>Chair Alternate</i>		
Chair Elect	Ben Hom	
<i>Chair Elect Alternate</i>		
Treasurer	Sophia West	
<i>Treasurer Alternate</i>		
Secretary	Michael Ramsey	
<i>Secretary Alternate</i>		

RECOMMENDATION

Create a slate of nominees for 2020 – 2021 Officers.



Information Item # 1

Committee Assignments

As of: May 11, 2020

Standing CSTB Committees: (through June, 2020)	Ad-Hoc Committees:	Newly-approved Committees: (effective from July, 2020)	Met Meeting Standards
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Board of Director Name:	<u>Business</u> <u>designated</u> <u>appointment?</u>	Standing CSTB Committees: (through June, 2020)							Newly-approved Committees: (effective from July, 2020)		Met Meeting Standards
	Y / N	Executive Committee:	Workforce Solutions:	One-Stop:	Finance:	Audit:	Nominating:	By-Laws:	Youth:	Human Resources:	BOD Meeting
Mr. Tom Aderhold	N			M				M			Y
Mr. Michael Bach	Y		M				C	C			Y
Mr. Leerone Benjamin	N			M							Y
Mr. Richard Bennett	Y										Y
Mr. Scott Brooks	N										Y
Ms. Stephanie Brown-Gilmore	N			M							Y
Mr. Sean Butler	Y	C					M				Y
Ms. Michelle Calhoun	Y										Y
Ms. Andrea Cichon	Y						M				Y
Dr. Ginger Clark	N	M	M	M						M	Y
Mr. Robert Coppersmith	Y		M								Y
Mr. Richard Cranker	N			M							Y
Ms. Constance Daniels, Esquire	Y										Y
Ms. Elizabeth Guterrez	N			M							Y
Ms. Mireya Hernandez	N			M							Y
Mr. Benjamin Hom	Y	M	C								Y
Mr. John Howell	N			M			M				Y
Ms. Lindsay Kimball	N		M								Y
Mr. Randall King	N	M			M						N
Mr. Jasiel Legon	Y				M						Y
Commissioner Sandra Murman	N	M	M			M	M				Y
Mr. Stephen Morey	Y										Y
Mr. Donald H. Noble	Y				M					M	Y
Mr. Paul Orvosh	N			M							Y
Mr. Earl Rahn	Y		M								N
Ms. Yanina Rosario	N		M								Y
Ms. Suzanne Skiratko	Y										N
Mr. Roy Sweatman	Y	M								M	Y
Ms. Sophia West	Y	M	M		C	C					Y
Mr. Ken Jones						M					
Posted Positions / Committee:	15 of 29	7	10	10	4	3	NA	NA	TBC	TBC	

Legend: C=Chair M= Member

Source: New approved Bylaws
CSTB CEO input: 5.11.20

This document created for the sole purpose of ensuring that any Officer appointments and committee attendees include BoD availability. These assignments change often and therefore not guaranteed to be fully correct.



Information Item # 2 Duties of Board Officers

This document comes from the newly appointed CSTB Bylaws and is shared as an input for the CSTB Nominating Committee.

ARTICLE VI BOARD OFFICERS

Section 6.2 – Duties of Board Officers

A. Duties of the Chair shall include:

- Reviewing Board directives with the Director of CSTB to ensure compliance and implementation;
- Presiding at all meetings of the Board;
- Serving as Chair of the Executive Committee;
- Making all Committee Chair appointments subject to these By-laws;
- Calling special meetings of the Board;
- Establishing Ad-Hoc Committees as deemed necessary to conduct the business of the Board and make appointments thereto;
- Serving as a signatory for CSTB's financial and legal documents; and
- Performing all duties incident to the office of Chair.

B. Duties of the Vice-Chair shall include:

- Presiding over meetings of the Board in the absence of the Chair;
- Serving as a member of the Executive Committee; and
- Performing all duties incident to the office of Chair in the absence of the Chair.

C. Duties of the 2nd Vice Chair shall include:

- Presiding over meetings of the Board in the absence of the Chair and Vice-Chair;
- Serving as a member of the Executive Committee;
- Serving as a member of the Finance Committee;
- Performing all duties incident to the offices of Chair and Vice-Chair in the absence of the Chair and Vice-Chair.

D. Duties of the Treasurer shall include:

- Serving as a member of the Executive Committee;
- Serving as Chair of the Finance Committee;
- Serving as a signatory for CSTB's financial and legal documents; and
- Performing all duties incident to the office of Treasurer.

E. Duties of the Secretary shall include:

- Serving as a member of the Executive Committee;
- Signing all bank resolutions;
- Serving as a signatory for CSTB's financial and legal documents; and
- Performing all duties incident to the office of Secretary.

Section 6.3 – Terms of Board Officers

The term of office for the Board Chair, Vice-Chair, Treasurer and Secretary shall be for one (1) full year, from July 1 through June 30.

Board Officers shall serve no more than two (2) consecutive terms of one (1) year each in the same office, if re-elected, provided that the time in office does not exceed the limits of their term of membership on the Board. After two (2) consecutive terms, the Officer shall then step down from their position for a minimum of one (1) year, although he or she may continue to serve as a Board member, or in another office.

The time which an Officer is appointed to serve the remainder of an unexpired term shall not count towards the Officer's two (2) consecutive terms.

The 2nd Vice-Chair is not subject to the Officer term limits specified herein.



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