

**CareerSource Tampa Bay  
Minutes of Meeting of the Board of Directors**

**Date:** January 29, 2020  
**Location:** 9215 North Florida, Suite 101, Tampa, FL 33612

**Call to Order**

Chair Sean Butler called the meeting to order at 11:02 a.m. There was a quorum present with the following Board Members participating.

**Board Members in attendance**

**In Person**

Benjamin Hom, Leerone Benjamin, and Steve Morey.

**Via Phone**

Rick Bennett, Stephanie Brown-Gilmore, Sean Butler, Dr. Ginger Clark, Richard Cranker, Constance Daniels, Elizabeth Gutierrez, Lindsey Kimball, Nancy Brown (representative for Mireya Hernandez), Jasiel Legon, Don Noble, Paul Orvosh, and Sophia West.

**Board Members not in attendance**

Tom Aderhold, Michael Bach, Michelle Calhoun, Robert Coppersmith, John Howell, Randall King, Commissioner Sandra Murman, Earl Rahn, Yanina Rosario, Susan Skiratko, and Roy Sweatman.

**Staff Present**

John Flanagan, Juditte Dorcy, Jody Toner, Mimi Tran, Anna Munro, Christina Witt, Doug Tobin, Dan Schneckeburger, Michelle Schultz, Tammy Stahlgren, and Hector Huertas.

**Board Counsel**

Jennie Tarr

**BOCC Liaison**

Kenneth Jones

**Other Present**

N/A

The items are listed in the order of discussion.

▶ [Indicates Board Action](#)

**Welcome and Roll Call**

Chair Sean Butler welcomed and thanked the board members for participating. He explained that Agenda Item III. Action #2 CEO Merit Increase, and Agenda Item IV. Information item # 1 have been pulled from the Agenda. The Chair explained that there are some administrative matters that need to be addressed before these items are presented for a vote.

**Public Comments**

There were none.

**Action/Discussion Items**

▶ Action Item #1: Local Workforce Services Plan 2020-2024  
(Refer to Page 2 of the January 29, 2020 Board of Directors Agenda Packet)

Mr. Flanagan presented the Local Workforce Services Plan.

Title I of the Workforce Innovation and Opportunity Act (WIOA) requires each local workforce development board (LWDB) to develop and deliver to the state a comprehensive four-year plan, to be submitted in partnership with the chief elected official. Regulations require states and LWDBs to regularly revisit and recalibrate state plan strategies in response to changing economic conditions and workforce needs of the state.

The plan will be effective July 1, 2020 – June 30, 2024 and includes:

- Organizational Structure
- Analysis of Need and Available Resources
- Local Workforce Development Area Vision and Strategic Goals
- Coordination of Services
- Description of the Local One-Stop System
- Description of Program Services

Substantive changes since the development of the 2016-2020 plan include:

- Procurement of One-Stop Operator and Career Services, Business Services and WIOA Adult and Dislocated Worker Program Services
- Revised targeted industry sectors
- Realignment of Business Services
- Focus on new initiatives, such as the Summer Jobs Program for youth

The following steps are required prior to submission to CareerSource Florida:

- Upon approval by the CareerSource Tampa Bay Board of Directors, the plan will be forwarded to the Hillsborough County Board of County Commissioners for approval.
- A 30-day public comment process, which includes making the proposed local plan available to the public through electronic and other means, such as public hearings and local news media.
- ***A motion to approve the Local Workforce Services Plan 2020-2024***
  - **Motioned: Don Noble**
  - **Seconded: Constance Daniels**
- **The Chair called for a roll call vote. The motion passed unanimously. There was no discussion.**

## **Adjournment**

The meeting was adjourned at approximately 11:13 a.m.

Minutes prepared by Tammy Stahlgren, Administrative Services Coordinator.