



# Executive Committee Meeting Minutes

CareerSource Tampa Bay  
Mar 17, 2022 at 11:00 AM EDT  
@ Zoom Meeting

## **Attendance**

### **Members Present (Remote):**

Tom Aderhold, Michael Bach, Richard Bennett, Benjamin Hom, Steve Morey, Gwen Myers

### **Members Absent:**

Sean Butler, Don Noble, Sophia West, Audrey Ziegler

## **Attendance**

### **Staff Present (Remote):**

Saleema Bennett, Dr. Byron Clayton, Sheila Doyle, John Flanagan, Kay Jefferson, Don Shepherd, Tammy Stahlgren, Doug Tobin, Jennifer Wilson, Michelle Zieziula

### **Guests Present (Remote):**

Trevor Stout - EDSI

### **Legal Counsel Present (Remote):**

Mary Helen Farris

### **Board Liaison Present (Remote):**

Ken Jones

I. Call to order, Welcome and Roll Call (Presenters: Benjamin Hom)

Ben Hom called the meeting to order at 11:01 a.m. There was a quorum present.

II. Pledge of Allegiance (Presenters: Tom Aderhold)

Tom Aderhold led the Pledge of Allegiance.

III. Public Comments

There were none.

IV. Approval of Minutes (Presenters: Benjamin Hom)

A. December 16, 2021 Executive Committee Meeting Minutes

### **Motion:**

To approve the minutes of the December 16, 2021 Executive Committee meeting.

Motion moved by Tom Aderhold and motion seconded by Michael Bach. Motion carried.

B. February 11, 2022 Special Executive Committee Meeting Minutes

**Motion:**

To approve the minutes of the February 11, 2022 Special Executive Committee Meeting.

Motion moved by Michael Bach and motion seconded by Gwen Myers. Motion carried.

C. March 7, 2022 Special Executive Committee Meeting Minutes

**Motion:**

To approve the minutes of the March 7, 2022 Special Executive Committee meeting.

Motion moved by Tom Aderhold and motion seconded by Gwen Myers. Motion carried.

V. Chair's Report (Presenters: Benjamin Hom)

The Chair's report was included in the packet for Committee members to review.

Highlight(s):

According to the new 2021 state population numbers provided by EMSI, Hillsborough County is projected to be the 3rd largest county in the State.

VI. Board Counsel Report (Presenters: Mary Helen Farris)

Nothing to report to the committee.

VII. CEO Report (Presenters: John Flanagan)

Mr. Flanagan reviewed his CEO report which was provided in the agenda packet.

Highlights:

Administrative Office

Currently under negotiation for new lease for administrative space. We are looking at the Meridian Complex which could potentially yield a cost savings of approximately \$25,000 annually.

## Legislative Highlights

Up to 25% of TANF funds possibly held back in the event that DEO does NOT release procurement for One Common Portal, a legislative mandate in the REACH Act.

CareerSource FL and the REACH office are currently soliciting RFP for a research firm to lead a realignment study, which could have potential impacts to the CareerSource Tampa Bay region.

It was explicitly stated in the REACH Act that DEO/CareerSource FL shall look to identify realignment opportunities to condense or reduce regions from 24 to a number yet to be determined.

## Tampa Bay Summer Hires funding

Hillsborough County will not be funding the Tampa Bay Summer Hires program this year. There were issues with logistics of the contract. Hillsborough County will realign those funds in support of the county's Minority Business Enterprise Program. The County is planning on supporting the program next year.

We are appreciative that we are still receiving money from the county for the ACE program and the Sector Strategist initiative. These are two new programs that we did not have two years ago.

## VIII. Action items

There were none.

## IX. Information Items

### A. Tampa Bay Summer Hires (Presenters: Jennifer Wilson)

Tampa Bay Summer Hires program is still accepting employer applications. The youth application period has been extended to March 31, 2022.

No discussion occurred.

### B. WIOA Primary Indicators of Performance: PY 2122 July 21-Dec 21 (Presenters: Don Shepherd)

Highlight's:

Numbers are from the last two quarters of 2021 and the first two quarters of 2022.

Employed 2nd & 4th Qtrs. After Exit, reflect the height of the pandemic results and pre-Pandemic goals.

9 Measures were not met (less than 90% of negotiated)

3 Measures were met (90-100% of negotiated)

6 Measures exceeded (greater than 100% of negotiated)

Statewide Measures

0 Measures were not met (less than 90% of negotiated)

5 Measures were met (90-100% of negotiated)

13 Measures exceeded (greater than 100% of negotiated)

An analysis of the other local workforce boards indicates there's an average of four to five measures where other regions are also struggling and have not met their performance goals.

The methodology behind the WIOA Primary Indicators of Performance follows DEO guidance. The negotiated goals are something that's done annually, usually for a two year period, and again the negotiation of these goals was pre-pandemic.

The other issue we brought up with DEO is our negotiated goals are based on historical performance. When there's some very high numbers from 2015-17, they're not going to adjust our goals down, they're adjusting up. We've had a conversation about having the ability to look at some of those numbers and renegotiate a little, and be able to adjust for the Pandemic affected years.

It was noted that Charles Williams, from DEO completed a presentation at the February CSTB Board of Directors meeting and they are talking about adjustments to their regression model. They are either going to take into account the COVID-19 impact, or add a "hold harmless" language.

C. PY 21-22 Strategic Goals Dashboard Update

Update provided by Michelle Zieziula

This document was created to support individual CSTB Strategic Plan Dashboard users as they review and interact with the Dashboard tool and seek to better understand the methodology for how metrics are calculated and reported. Note that dashboard users can touch on the upward green arrows to drill down to the actual end document to see how we have accomplished the goal.

The Asset Mapping is progressing and soon will have approximately 940 organizations and service providers, with more expected as we begin to have conversations and uncover additional resources by referral. The goal is to be able to search the database to identify all organizations that may benefit a desired target or population with a program or resource. One of the centers has brought up Re-entry as a specific service area that can benefit from having this database.

X. Committee Reports

There were none.

XI. Future Business

Effective next program year all board members will be required to have a CareerSource email address. The reason for that is the state wanted to try to remove barriers of not being able to communicate via email. Staff will work on getting each board member a CareerSource Tampa Bay email address with all completed effective July 1, 2022.

Chair, Ben Hom will assist in assigning committee members to a Nominating Committee. The Nominating committee will meet in April to create a slate of officers for next program year to present at the May Board of Directors meeting for vote and approval.

A Special Executive Committee meeting is needed to create goals for John Flanagan, President & CEO.

XII. Adjournment

The meeting adjourned at 11:58 a.m.

Minutes prepared by Tammy Stahlgren, Administrative Services Coordinator.