



Board of Directors Minutes

CareerSource Tampa Bay
Aug 18, 2022 at 9:00 AM EDT

Attendance

Members Present:

Sean Butler, Graham Hadley, John Howell, Julie Renderos, Thayne Swenson

Members Present (Remote):

Tom Aderhold, Michael Bach, Warren Brooks, Stephanie Brown-Gilmore, Andrea Cichon, Elizabeth Gutierrez, Jim Junecko, Dr. Brian Mann, Steve Morey, Donald Noble, Ocea Wynn, Audrey Ziegler

Members Absent:

Gary Hartfield, Benjamin Hom, Geordie Hyland, Robert Blount, III, Commissioner Gwen Myers, Gil Schisler

Attendance

Staff Present:

Saleema Bennett, Rich Beynon, Melissa Carroll, Luna Clarke, Dr. Byron Clayton, John Flanagan, Anna Munro, Brandon Pham, Tammy Stahlgren, Doug Tobin, April Torregiante

Staff Present (Remote):

Kay Jefferson, Chad Kunerth, Barry Martin, Dolores Martinez, Michelle Schultz, Don Shepherd, Michelle Zieziula

Guests Present:

Elizabeth Ventura - EDSI, Nicole Beverley - EDSI, Trevor Stout - EDSI

Guests Present (Remote):

Dustin Lester -Lightcast, Collin Perciball- Lightcast

Board Counsel Present (Remote):

Mary Helen Farris

Board Liaison Present (Remote):

Ken Jones

- I. Call to Order, Welcome, and Roll Call (Presenters: Sean Butler)
Chair Butler called the meeting to order at 9:00 a.m. There was a quorum present.
- II. Pledge of Allegiance (Presenters: Donald Noble)
Don Noble led the Pledge of Allegiance.

III. Public Comments (Presenters: Sean Butler)

There was none.

IV. Consent Agenda (Presenters: Sean Butler)

- A. Approval of Minutes - May 19, 2022 Board of Directors Meeting
- B. Approval of Minutes - June 27, 2022 Special Board of Directors Meeting
- C. 2021 - 2022 Budget Modification No. 4
- D. Approval of New Training Programs
- E. Approval of New Training Provider

Motion:

To approve the Consent Agenda as presented.

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

V. Chair's Report (Presenters: Sean Butler)

Chair Butler reviewed the Chair's report from the agenda packet. He recommended conducting a refresher training on Sunshine Laws.

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

Nothing new to report at this time.

VII. CEO Report (Presenters: John Flanagan)

Mr. Flanagan gave a brief update on Legislation Highlights, Program Operations, Department Highlights and Events and Happenings. The complete CEO report can be found in the agenda packet. The investigation with the United States Department of Labor (USDOL) has been officially closed.

VIII. Action/Discussion Items

- A. Apprenticeship-to-Career Empowerment (ACE) Program (Presenters: Anna Munro)

Motion:

To approve the attached contract for services from October 1, 2022 through September 30, 2023 funded by the County and CareerSource Tampa Bay in an amount up to \$755,000 and up to \$1,092,000.

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

B. Multi-Function Device – Request for Proposal (Presenters: Melissa Carroll)

Motion:

To approve Staff's recommendation that approval be granted to interview and negotiate with the top two evaluated proposers, and upon successful negotiations, entering into a contract with either Applied Innovation or Toshiba Business Solutions."

Motion moved by Julie Renderos and motion seconded by Thayne Swenson.
Motion carried.

C. Related Party - Ultimate Medical Academy - Approval of Training Programs (Presenters: Luna Clarke)

Related Party Training Program:

Ultimate Medical Academy continuing/new training programs, amount not to exceed \$42,000.00.

- Geordie Hyland was identified as having a conflict of interest and was notified prior to the meeting.
- Geordie Hyland has completed and submitted a Voting Abstention Form.
- Geordie Hyland was not present at the meeting.

Motion:

To approve Ultimate Medical Academy's waiver request for the training program additions outside of the application period and application for new training programs, through June 30, 2023, contingent upon DEO and CareerSource Florida approval.

Motion moved by John Howell and motion seconded by Graham Hadley. Motion carried.

D. Related Party – HCC – Addition of New Training Program (Presenters: Luna Clarke)

Related Party ITA Agreement:

Hillsborough Community College, amount not to exceed \$80,508.00.

- Dr. Brian Mann was identified as having a conflict of interest and was notified prior to the meeting.

- Dr. Brian Mann has completed and submitted a Voting Abstention Form.
- Dr. Brian Mann verbally abstained.
- Once Dr. Brian Mann verbally abstained he was placed into a virtual waiting room during discussion and vote.

Motion:

To approve through June 30, 2023, Hillsborough Community College’s new training program additions, contingent upon DEO and CareerSource Florida approval.

Motion moved by John Howell and motion seconded by Julie Renderos. Motion carried.

IX. Presentation - 2021 - 2022 Program Year in Review (Presenters: Trevor Stout)

Highlights from the presentation:

- 1,795 Employers Served.
- 8,056 WP Enrollments and 2,284 Placements.
- Partner Network Increased by 30%.
- Revamped the Resource Room.
- Shared 4 success stories.

X. Presentation - Final Report: Workforce Development Asset Mapping for Hillsborough County (Presenters: Collin Perciballi, Senior Consult Community / Emsi Burning Glass)

Highlights

- EMSI /Burning Glass is now Lightcast.

Recommendations from the report:

- Educate and train employers about hidden workers.
- Monitor high-growth areas for changes in asset demand.
- Align language support assets with high migrant/immigrant populations.
- Address disability service gaps.
- Extend employment services to cover entire company and opportunity zones.
- Bring special focus to university areas.
- Utilize Senior Centers for assisting elderly workforce entry.

XI. Information Items

A. Training Vendor Outcome Report: PY21-22 (Presenters: Chad Kunerth)

There was no discussion.

- B. REACH Metrics Review (Presenters: Chad Kunerth)
Highlights were reviewed from the PowerPoint of Local Workforce Development Board Draft Letter Grade Formula, Project Timeline, Guiding Principles/Measure Development, Guiding Principle Standards and Draft Measures.
- C. Letter Grade Historical Data (Presenters: Chad Kunerth)
Briefly reviewed the Letter Grade Historical Data from years 2017-2020.
- D. Strategic Goals Dashboard Update
There was no discussion.
- E. Tampa Bay Hires Update (Presenters: April Torregiante)
Leondra Foster has been appointed as the Interim Director of Tampa Bay Hires/Summer Hires program.
Highlights from the Tampa Bay Summer Hires
- Hundreds of young adults spent their summer working in Hillsborough County businesses.
 - 126 Businesses applied.
 - 96 Hillsborough County Employers participated.
 - 811 positions available for PWE placement.
 - \$549,334 Combined total of incentives and wages paid during this reporting period.
- F. Special Grants Update (Presenters: Saleema Bennett)
The following grants were reviewed:
- National Dislocated Worker Grant (NDWG).
 - Two H-1B Job Training Grants (H1B): Tech Quest Apprenticeship (TQA) and TechBoost.
 - CareerSource Florida (WIOA State Competitive Grant Award) GET THERE FASTER.
 - Apprenticeship-to-Career Empowerment (ACE) Program update.

G. Marketing and Public Relations Update (Presenters: Doug Tobin)

Highlights of Marketing and Public Relations for Program Year 2021-2022 were reviewed. The detailed 32 page report can be found in the agenda packet. A request was made to track and report on traffic numbers for the new website.

H. One-Stop Operator Update (Presenters: Nicole Beverley)

Highlights (7.1.2021 to 6.30.2022)

- 11 new partners have joined CSTB's partner network.
- 30% increase in partners.
- 129 connections were made.
- 52% of job seekers rated CSTB's helpfulness as very valuable to extremely valuable.
- Net Promoter score 48%. exceeded targeted goal each month by almost 30%.
- 73% of employers rated CSTB services as Effective, very effective, or extremely effective.
- Nicole Beverley's last day as the One Stop operator is August 18, 2022.

XII. Committee Reports

Due to time constraints, the committee reports were not reviewed.

- A. Career Pathways Committee
- B. Workforce Performance Committee
- C. Youth Development Committee

XIII. Future Business

- Special Board of Directors meeting - September 1, 2022 @ 9:00 a.m.
- Board Retreat will be scheduled for a date in October. This will be an all day event.

XIV. Adjournment

The meeting adjourned at 10:37 a.m.

Minutes prepared by Tammy Stahlgren, Administrative Services Coordinator.