



Executive Committee Meeting Minutes

CareerSource Tampa Bay
Sep 15, 2022 at 9:00 AM EDT
@ Zoom Meeting

Attendance

Members Present (Remote):

Sean Butler, Gary Hartfield, Benjamin Hom, Dr. Brian Mann, Steve Morey, Audrey Ziegler

Members Absent:

Geordie Hyland, Commissioner Myers, Don Noble

Attendance

Members Present (Remote):

Saleema Bennett, Rich Beynon, Sheila Doyle, John Flanagan, Leondra Foster, Chad Kunerth, Anna Munro, Michelle Schultz, Don Shepherd, Tammy Stahlgren, Doug Tobin, April Torregiante, Michelle Zieziula

Guests Present (Remote):

Maritza Morales -EDSI, Elizabeth Ventura - EDSI

Board Liaison Present (Remote):

Ken Jones

Board Counsel Present (Remote):

Mary Helen Farris

I. Call to order, Welcome and Roll Call

Chair Sean Butler called the meeting to order at 9:02 a.m.

II. Pledge of Allegiance (Presenters: Sean Butler)

Sean Butler led the Pledge of Allegiance.

III. Public Comments

There were none.

IV. Approval of Minutes (Presenters: Sean Butler)

A. June 17, 2022 Executive Committee Meeting Minutes

Motion:

To approve the June 17, 2022 Executive Committee meeting minutes.

Motion moved by Benjamin Hom and motion seconded by Dr. Brian Mann. The motion carried.

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

Mr. Butler reviewed the Chair's report. The complete report can be found in the agenda packet. He emphasized that with increased inflation and mortgage rates, it's even more important to our customers to find the best occupation and opportunities for a better standard of living. Our mission at this point is to make sure we provide skilled, upskilled, and cross-trained people through our different programs that are able to meet the needs of area employers.

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

Mary Helen Farris noted that the county and CareerSource Tampa Bay have a really good relationship, and the county is happy to assist CSTB with any legal needs.

VII. CEO Report (Presenters: John Flanagan)

Mr. Flanagan reviewed his CEO report that was included in the agenda packet. Florida DEO has engaged Ernst & Young (EY) for the realignment study. EY has completed Phase I of the study, which incorporated research and data from other states, employer stakeholders, state officials, and local area WDB Directors. Phase II begins the week of September 12, 2022, with the EY team meeting with community partners, local elected officials, local board directors, workforce partners, and other workforce system participants and professionals. Gary Hartfield has requested to be included in these conversations. If any other committee members would like to be connected please let John Flanagan know.

VIII. Action items

There were none.

IX. Information Items

- A. PY22-23 Strategic Metrics Dashboard Update (Presenters: Chad Kunerth)

Chad Kunerth provided a high level overview of the newly updated PY 22-23 Strategic Metrics Dashboard. It was explained to the committee that there were increased exits last year because of DEO's policy change to ensure that Regional Workforce Boards are not carrying case loads that don't have active participation. This means any cases that go more than ninety days without interaction from the customer will soft exit and close. When that happened last program year, it resulted in a good number of closures. This year we're in a really good position as our current caseloads are 100% active.

Click on the following link to go to the live Dashboard. [Strategic Goals Live Dashboard Link](#)

B. PY22-23 Contract Goals (Presenters: Chad Kunerth)

Chad Kunerth reviewed the PY22-23 Contract goals. The committee suggested adding actual percentages on the contracts performance to each goal. It was explained that some goal data would not be available or met until year end.

C. PY22-23 & PY23-24 Primary Indicators of Performance Negotiated Goals (Presenters: Don Shepherd)

CareerSource Tampa Bay and the Department of Economic Opportunity have successfully negotiated Primary Indicators of Performance goals for PY22-23 and PY23-24. Performance levels for each Primary Indicator of Performance metric can be found on the chart in the agenda packet.

D. Updated CSTB Policies (Presenters: April Torregiante)

The Paid Work Experience was modified on 9/9/2022. This was in accordance with DEO Admin Policy #100. Local policy was updated to allow PWE for adults in certain instances, when appropriate.

All CSTB policies can be viewed in full on the CSTB website:

(<https://www.careersourcetampabay.com/reports-and-publications/>) located under the "Reports and Publications" section under "About Us"

X. Committee Reports

There were none.

XI. Future Business

There was none.

XII. Adjournment

Meeting adjourned at 9:44 a.m.

Minutes prepared by Tammy Stahlgren, Administrative Services Coordinator.