



Board of Directors Minutes

CareerSource Tampa Bay
Nov 10, 2022 at 9:00 AM EST

Attendance

Members Present (Remote):

Michael Bach, Stephanie Brown-Gilmore, Graham Hadley, Gary Hartfield, John Howell, Robert Blount, III, Jim Junecko, Steve Morey, Donald Noble, Julie Renderos, Gil Schisler, Roy Sweatman, Sophia West, Jermaine White, Ocea Wynn, Audrey Ziegler

Members Absent:

Tom Aderhold, Warren Brooks, Sean Butler, Andrea Cichon, Elizabeth Gutierrez, Benjamin Hom, Dr. Brian Mann, Commissioner Gwen Myers, Thayne Swenson, Mercedes Young

Staff Present (Remote):

Melissa Carroll, Luna Clarke, Dr. Byron Clayton, Sheila Doyle, John Flanagan, Chad Kunerth, Barry Martin, Anna Munro, Michelle Schultz, Don Shepherd, Tammy Stahlgren, Doug Tobin, April Torregiante, Michelle Zieziula

Guests Present (Remote):

Elizabeth Ventura-EDSI, Trevor Stout -EDSI, Paul Casebolt - EDSI

Board Counsel Present (Remote):

Mary Hellen Farris

Board Liaison Present (Remote):

Ken Jones

I. Call to Order, Welcome, and Roll Call (Presenters: Donald Noble)

Vice Chair, Don Noble called the meeting to order at 9:04 a.m. There was a quorum present.

II. Pledge of Allegiance (Presenters: Donald Noble)

Vice Chair, Don Noble led the Pledge of Allegiance.

III. Public Comments (Presenters: Donald Noble)

There were none.

IV. Consent Agenda (Presenters: Donald Noble)

- A. Approval of Minutes - August 18, 2022 Board of Directors Meeting (Presenters: Donald Noble)
- B. Approval of Minutes - September 1, 2022 Special Board of Directors Meeting
- C. 2022 - 2023 Budget Modification No. 1
- D. 2022 - 2023 Budget Modification No. 2
- E. Approval of New Training Programs
- F. 2023 Health Plan Renewal and Pricing

Motion:

To approve the Consent Agenda as presented.

Motion moved by Michael Bach and motion seconded by John Howell. Motion Carried.

V. Chair's Report (Presenters: Donald Noble)

No discussion occurred. The report can be found in the agenda packet and was not reviewed at the meeting.

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

Nothing new to report at this time.

VII. CEO Report (Presenters: John Flanagan)

Highlights:

- Leondra Foster has been promoted to Director of Youth Programs.
- Ad Hoc System Redesign Committee met on November 1, 2022.
- Reach Implementation continues. A series of in person and virtual roundtables were conducted in October for board members, employers, education partners, staff and elected officials to give feedback, and develop an understanding of the DEO/CareerSource FL implementation schedule and strategy. One additional round table is scheduled for CSTB Executive Committee members on 11/16/22. The session will be virtual.
- Another part of the REACH act, board letter grades, focusing on a mix of local and state performance indicators that measure effectiveness for Career Seekers and Employers, has been moving forward at a brisk pace. Initial grades were released on October 18. The CSTB region scored a 90.9% overall, grading to an A-. These

grades are considered “baseline” grades and will be used to benchmark future years.

No discussion occurred.

VIII. Action/Discussion Items

A. Related Party – HCC – Addition of New Training Program

Related Party Agreement

Hillsborough Community College, amount not to exceed \$11,988.00.

- Dr. Brian Mann was identified as having a conflict of interest and was notified prior to the meeting.
- Dr. Brian Mann completed and submitted a Voting Abstention Form prior to the meeting.
- Dr. Brian Mann was not present during the meeting.

Motion:

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

Motion moved by Michael Bach and motion seconded by Gil Schisler. Motion Carried.

IX. Presentation -Sunshine Laws and Conflict of Interest Policy (Presenters: Mary Helen Farris)

Mary Helen Farris conducted the Sunshine Laws and Conflict of Interest training. It was recommended that at the next board meeting she conduct training on Record Review.

X. Presentation - PY 22-23 Monthly Report (Presenters: Trevor Stout)

High level overview presentation conducted. These reports are completed monthly and are available to anyone who would like to receive them.

XI. Information Items

The Board members had an opportunity to ask questions about the information items. No information items were reviewed or discussed.

A. REACH Preliminary Performance Review

- B. PY 22-23 Strategic Goals Dashboard Update
- C. R15 DEO Quality Assurance Report Programmatic and Financial Compliance Monitoring Review Program Years 2021-2022
- D. Marketing and Public Relations Update
- E. One-Stop Operator Update
- F. Tampa Bay Hires Update
- G. Special Grants Update
- H. 401k Plan Audit Plan Year Ending 12/31/2021 and 5500 Form Filing
- I. CareerSource Tampa Bay Policy Updates
- J. Agency Reserve Fund
- K. Expenditure Reports for the Period Ending September 30, 2022

XII. Committee Reports

- A. Career Pathways Committee (Presenters: Dr. Byron Clayton)

The Committee met on October 19, 2022.

Highlights:

- Elizabeth Gutierrez is the new committee chair.
- Rugina Castillo, Community Engagement and Diversity Coordinator from City of Tampa has been appointed to serve on this committee.
- The new Career Pathways Portal was demonstrated at the meeting.
- Continuing to work closely with the school districts.

- B. Workforce Performance Committee (Presenters: Steve Morey)

The committee met on November 2, 2022.

One Action Item on today's Consent Agenda was reviewed during the meeting.
(Approval of New Training Programs)

- C. Youth Development Committee

No update given.

XIII. Future Business

- A. Board of Directors Retreat

The CSTB Board Retreat is scheduled for January 9, 2023. Ron Painter from the National Workforce Board Association and Michelle Dennard from CareerSource Florida will be conducting the training. More details about the location to be announced.

XIV. Adjournment

The meeting was adjourned at 9:42 a.m.

Minutes prepared by Tammy Stahlgren, Administrative Services Coordinator.