



Executive Committee Meeting Minutes

CareerSource Tampa Bay
Jun 15, 2023 at 9:00 PM EDT
@ Zoom Meeting

Attendance

Present:

Members: Sean Butler (remote), Donald Noble (remote), Elizabeth Gutierrez (remote), Gary Hartfield (remote), Dr. Brian Mann (remote), Steve Morey (remote), Audrey Ziegler (remote)

Absent:

Members: Benjamin Hom

Attendance

Present:

Members: Saleema Bennett (remote), Leondra Foster (remote), Mario Rodriguez (remote), Sheila Doyle (remote), John Flanagan (remote), Chad Kunerth (remote), Anna Munro (remote), Michelle Schultz (remote), Don Shepherd (remote), Doug Tobin (remote), April Torregiante (remote), Michelle Zieziula (remote)

Guests: Paul Casebolt -EDSI (remote), Mary Jo Schmick - CareerSource Pinellas (remote)

Board Liaison: Jonathan Wolf (remote)

I. Call to order, Welcome and Roll Call (Presenters: Sean Butler)

Chair Sean Butler called the meeting to order at 9:00 a.m. There was a quorum present.

II. Pledge of Allegiance (Presenters: Donald Noble)

Donald Noble led the Pledge of Allegiance.

III. Public Comments

There were none.

IV. Approval of Minutes (Presenters: Sean Butler)

A. March 16, 2023 Executive Committee Meeting Minutes

Motion:

To approve the March 16, 2023, Executive Committee Meeting Minutes.

Motion moved by Donald Noble and motion seconded by Gary Hartfield. Motion carried.

V. Board Counsel Report

Katherine Benson filled in for Mary Hellen Farris. There was nothing new to report.

VI. CEO Report (Presenters: John Flanagan)

Highlights

- County and CSTB are filing a joint complaint against CHUBB Insurance for issues that date back several years ago.
- REACH Act - Alignment Update: Hillsborough and Pinellas have begun conversations regarding the consolidation. Discussions have centered around the creation of a new Interlocal Agreement, Chief Elected Official consortium, Bylaws and regional board.
- Kay Jefferson, VP of Business and Community Development, has resigned effective May 31, 2023. Mario Rodriguez has been promoted to Director of Business Services and Community Development

Follow up from last Board of Directors Meeting:

- Discussions have been held with the vice chair, Donald Noble, on improving the flow of information regarding Workforce Services Contract Action Items, especially related party agreements.
- Considerations:
 - Moving the timeline up for creating the agenda to allow more time for the Chair and Vice-Chair to review the agenda packet, to assist in the flow of the meeting while allocating time to ask questions.
 - •Holding two meetings at the end of every year, possibly an additional meeting in April or June, to allow more time to address the many action items that are covered in the last annual meeting (Nomination of officers, related party agreements and MOU's, Board and Committee calendar).
 - Create a guide for new board members on board procedures. John Flanagan will reach out to the NAWB for resources to share with board members.
 - At each meeting allow 10 minutes for Board development.

VII. Action Items

- A. Regional Targeted Occupations List PY 2023-24 (Presenters: Chad Kunerth)

Motion:

To approve two 2023-24 Regional Targeted Occupations Lists for CSTB, comprised of the DEO 2023-24 State and Regional Targeted Occupational List and the additional occupations recommended by CSTB, with the Executive Committee having the authority to exercise those powers of the Board.

Motion moved by Dr. Brian Mann and motion seconded by Donald Noble.
Motion carried.

The following discussion ensued:

The list is not only about funding through CareerSource, but it is also about the Targeted Occupational List statewide, so the repercussions of a program for the State College, or at least the community college and the school district, is that in the future they may not be able to offer those programs that are on the list because we have a local need. It is very important that we offer programs on the list that are needed by the community. This list can be amended at any time.

VIII. Information Items

A. PY 22-23 Strategic Metrics Dashboard Update (Presenters: Chad Kunerth)

Chad Kunerth provided an overview of the PY 22-23 Strategic Metrics Dashboard. Click on the following link to go to the live Dashboard. [Strategic Goals Live Dashboard Link](#)

B. Special Grants Update

Saleema Bennett gave a brief update on Special Grants.

IX. Future Business

John Flanagan will keep the board updated on the next steps in the REACH Act realignment.

X. Adjournment

The meeting adjourned at 9:42 a.m.