



Board of Directors Minutes

CareerSource Tampa Bay

Aug 17, 2023 at 9:00 AM EDT

Attendance

Present:

Members: Joseph Eletto (remote), Warren Brooks (remote), Stephanie Brown-Gilmore (remote), Sean Butler (remote), Elizabeth Gutierrez (remote), Gary Hartfield (remote), Benjamin Hom (remote), Dr. Brian Mann (remote), Donald Noble (remote), Julie Renderos (remote), Roy Sweatman (remote), Thayne Swenson (remote), Sophia West (remote), Jermaine White (remote), Ocea Wynn (remote), Mercedes Young (remote), Audrey Ziegler (remote)

Absent:

Members: Meredith Abel, Joseph Eletto, John Howell, Robert Blount, III, Jim Junecko, Chad Kunerth, April Neumann

Attendance

Present:

Members: Rich Beynon (remote), Leondra Foster (remote), April Torregiante (remote), Saleema Bennett (remote), Melissa Carroll (remote), Dr. Byron Clayton (remote), Sheila Doyle (remote), John Flanagan (remote), Chad Kunerth (remote), Barry Martin (remote), Anna Munro (remote), Mario Rodriguez (remote), Michelle Schultz (remote), Don Shepherd (remote), Tammy Stahlgren (remote), Doug Tobin (remote), Michelle Zieziula (remote)

Guests: Nancy Brown - Division of the Blind (remote), Arianna Delgado - Galan College (remote), Debborah Dabaj - Galan College (remote), Paul Casebolt - EDSI (remote), Elizabeth Ventura - EDSI (remote), Kiani Bowman - EDSI (remote), Maritza Morales (remote)

Board Counsel: Mary Helen Farris (remote)

Board Liaison: Jonathan Wolf (remote)

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

Chair, Sean Butler called the meeting to order at 9:07 a.m. There was a quorum present.

II. Pledge of Allegiance (Presenters: Donald Noble)

Vice Chair, Donald Noble led the Pledge of Allegiance.

III. Public Comments (Presenters: Sean Butler)

There were none.

IV. Consent Agenda (Presenters: Sean Butler)

A. Approval of Minutes - May 18, 2023, Board of Directors Meeting

- B. CareerSource Tampa Bay Policy Revision
- C. CareerSource Tampa Bay and CareerSource Pinellas Combined Eligible Training Provider and Programs List
- D. Approval of New Training Programs
- E. Approval of New Training Provider
- F. 2022-2023 Budget Modification No. 4
- G. Audit & Tax Engagement Letter for FYE June 30, 2023
- H. Procurement of Audit & Tax Services
- I. Regional Targeted Occupations List

Motion:

To approve the Consent Agenda as presented.

Motion moved by Elizabeth Gutierrez and motion seconded by Benjamin Hom.
Motion carried.

Discussion ensued regarding the minimum entry-level wage rate of a new training program, the goal to help people enter the industry to eventually achieve higher wages and the importance of informed decisions for participants. A board member inquired about an update on the aerospace program since the qualifications for participants are basic. An update was provided and the proposed program is in the early stages of development.

V. CEO Report (Presenters: John Flanagan)

The CEO Report provided an update for CareerSource Tampa Bay, regarding legislative matters, partnerships, consolidation, and management operations. The CEO Report highlights ongoing litigation, finance software implementation, hiring, and transitions. CEO John Flanagan informed the board about the consolidation process for the region being led by the local county leaders and specifics on the transition, such as board composition, are not yet determined. Staff have been working closely with county officials, focusing on ensuring a seamless transition and providing sufficient information for informed decisions.

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

Mary Helen has been working on a lot of contractual issues around the consolidation. No other concerns or updates were provided.

VII. Action/Discussion Items

There were none.

VIII. Committee Reports

A. Career Pathways Committee (Presenters: Elizabeth Gutierrez)

The Career Pathways Committee met on July 12, 2023. The main topics of discussion included project updates, relationships with the Hillsborough County School District, leadership changes, the need for data sharing agreements, and outcomes of the Career Journey Workshop pilot program for two high schools. The committee also addressed the importance of targeting specific student populations and the next steps in engaging them.

B. Workforce Performance Committee (Presenters: Chad Kunerth)

Chad Kunerth provided an update on behalf of John Howell, the Workforce Performance Committee Chair. The Committee met on August 2nd, there were five action items that were reviewed and approved today under the consent agenda. The action items included: CSTB Policy Revisions to the Eligible Training Provider List, CareerSource Pinellas combined Eligible Training Provider and Program List, and additional training providers and programs were approved. The next meeting is scheduled for November 1, 2023.

C. Youth Development Committee (Presenters: April Torregiante)

April Torregiante provided an update on behalf of Dr. Brian Mann, the Youth Development Committee Chair. The update covered several key points. The Opportunity Youth Summit is scheduled for January 19th, 2024, with marketing materials in progress. A research brief is expected in the coming month. School board collaboration and new workshops are underway for the new academic year. The Tampa Bay Hires program saw a 56% increase in applicants, and 53 youths found employment with an average wage of \$17.59 per hour. The Summer Hires program had 576 participants, and 505 students took part in one of three program tracks. The Committee achieved three significant programmatic goals related to accessibility, leadership, and service delivery. Feedback surveys showed 82% approval for the Summer Hires Summit. The program met or exceeded 5 out of 5 performance indicators for the last quarter. Youth grant opportunities were also highlighted for the current year through United Way Suncoast and Florida Medical Clinic Foundation. Graduation invitations will be sent for the Youth Excellence Awards.

IX. Sector Partnerships Update

Dr. Byron Clayton provided an overview of CareerSource Tampa Bay's ongoing efforts to strengthen collaborations with various sector partners. The update highlights recent accomplishments, current projects, and future goals, aiming to foster enhanced cooperation and joint initiatives aimed at promoting workforce development, economic growth, and sustainable employment opportunities in the region.

X. Information Items

Information Items were provided in the packet for board members to review. There were no questions from the Board, therefore no Information Items were reviewed or discussed.

- A. PY 22-23 Strategic Metrics Dashboard Update
- B. PY 23-24 Strategic Metrics Dashboard Update
- C. Public Relations/Marketing Report Program Year 22-23
- D. One Stop Operator PY22-23 Q4 Report

XI. Future Business

CSTB Board Retreat is scheduled for October 23, 2023. The next Board of Directors meeting is scheduled for November 16, 2023, which will be held in person with a Hybrid option. We are encouraging all members to attend in person.

XII. Adjournment

The meeting adjourned at 9:56 a.m.

Minutes prepared by Tammy Stahlgren, Administrative Services Coordinator.