



Executive Committee Meeting

CareerSource Tampa Bay
Zoom Meeting
Jan 18, 2024 9:00 AM - 10:30 AM EST

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A. Next Executive Committee Meeting: April 18, 2024

Pledge of Allegiance





Executive Committee Meeting Minutes

CareerSource Tampa Bay
Nov 2, 2023 at 10:00 AM EDT
@ Zoom Meeting

Committee Members Attendance

Present:

Members: Julie Renderos (remote), Sean Butler (remote), Elizabeth Gutierrez (remote), Gary Hartfield (remote), Benjamin Hom (remote), John Howell (remote), Dr. Brian Mann (remote), Donald Noble (remote), Audrey Ziegler (remote)

Absent:

Members: Commissioner Ken Hagen

Staff Attendance

Present:

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

Guests: Kiani Bowman (remote), Paul Casebolt (remote), Maritza Morales (remote)

Board Council: Katherine Benson (remote)

Board Liaison: Ken Jones (remote), Jonathan Wolf (remote)

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

Chair Sean Butler called the meeting to order at 10:00 am. There was a quorum present.

II. Pledge of Allegiance (Presenters: Donald Noble)

Don Noble led the Pledge of Allegiance.

III. Public Comments

There were none.

IV. Approval of Minutes (Presenters: Sean Butler)

A. June 14, 2023 Executive Committee Meeting Minutes

Motion:

To approve the minutes of the June 14, 2023, Executive Committee meeting.

Motion moved by Donald Noble and motion seconded by Julie Renderos. Motion carried.

B. September 14, 2023 Special Executive Committee Meeting Minutes

Motion:

To approve the minutes of the September 14, 2023, Special Executive Committee meeting.

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

V. CEO Report

John Flanagan provided an update on the various initiatives and accomplishments, including one supported by Florida state Senator Collins of the 14th district, that will serve homeless veterans, female veterans, and those with service connected disabilities. We are getting ready for our Youth Opportunity Summit that will be held in 2024. We are working with the Tampa Marriott Waterside to secure an alternate date.

He also covered updates on the progress of the Interlocal Agreement with Pinellas County and the selection of a new joint Chief Elected Official, and discussed the upcoming transition to a new organization and leadership.

The final REACH Grade was an "A" (96% rating). There were a couple of issues with the grade, we are working with CareerSource Florida toward a resolution. He expressed his gratitude to the board for their support and engagement.

VI. Board Counsel Report

Katherine Benson said that the county has been working diligently on the new Interlocal Agreement. There was nothing else to report.

VII. Action Items

A. Leadership Transition (Presenters: Sean Butler)

Plans for a transition were discussed, including the possibility of holding another Executive Committee meeting. The importance of transparency was emphasized, and criteria for selecting new board members for the new entity were discussed.

Sean Butler recognized John Flanagan for his outstanding service and dedication to the organization and expressed gratitude for his contributions. John Flanagan thanked everyone for the opportunity to work with the organization and acknowledged the hard work of the team. Sean Butler

announced John's relocation to Atlanta for a new position and assured him that the organization will take care of the transition process.

VIII. Future Business

There were none.

IX. Adjournment

The meeting was adjourned at 10:19 a.m. Minutes submitted by Tammy Stahlgren, Executive Administrative Assistant.

DRAFT



Action Item

Approval to Procure an Organization to Provide Temporary Staffing and Payroll Services

Information:

The purpose of the formal procurement is to solicit proposals from qualified organizations to provide temporary staffing and payroll services for eligible young adults participating in the 2023 Tampa Bay Summer Hires paid internship program. CareerSource Tampa Bay will determine eligibility and facilitate matches between participants and employers and refer the participants to the selected organization.

The contracted organization will perform the role of employer of record and acknowledge that any participants placed under the contract is an employee of the organization. Responsibilities of the selected organization will include, but not be limited to, onboarding, background checks, and timely payment of all compensation for the intern participants referred by CSTB staff for the temporary employment (internship). In addition, the selected Organization will be responsible for the filing of state and federal taxes, unemployment insurance, and payroll processing.

The formal solicitation will be developed by the CareerSource team, released on CareerSource Tampa Bay's website, emailed to potential bidders, and legally noticed in the Tampa Bay Times. The proposal review team will be comprised of CareerSource staff.

The recommended Organization will be presented for Board approval at the May 16th board meeting.

Recommendation:

Staff recommends approval to formally procure Temporary staffing and payroll services.

NOTES:



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