



CareerSource Tampa Bay Workforce Solutions Committee Minutes

7/9/2025 10:00 AM

@ Meridian One: 4350 W Cypress Street, Suite 875 Tampa, FL 33607

Attendance

Present:

Warren Brooks (remote), Elizabeth Gutierrez (remote), Mark Hunt (remote), Michael Jalazo (remote), Dr. Brian Mann (remote), Jeremy Robinson (remote), Elizabeth Siplin (remote), Kenneth Williams (remote), Mercedes Young, Dr. Cynthia Johnson (remote), Esther Sanni (remote)

Absent:

Members: April Neumann, Ocea Wynn, Brian Nathan

OTHERS PRESENT

CareerSource Tampa Bay Staff: Sheila Doyle, Chad Kunerth, Keidrian Kunkel, Anna Munro, Tammy Stahlgren, Doug Tobin, Saleema Bennett (remote), Kiani Bowman (remote), Melissa Carroll (remote), Jason Druding, Leondra Foster (remote), Barry Martin (remote), Michelle Moeller (remote), Lysandra Montijo (remote), Don Shepherd

Guests: Amelia Campbell (remote), Paul Casebolt, Jonathan Wolf (remote)

I. Call to order, Welcome and Roll Call (Presenters: Warren "Scott" Brooks)

Warren "Scott" Brooks, Chair called the meeting to order at 10:00 a.m. There was a quorum present.

II. Public Comments (Presenters: Warren "Scott" Brooks)

There was none.

III. Action / Discussion Items

A. Approval of the Minutes - May 14, 2025 Workforce Solutions Committee Meeting

Motion:

To approve the minutes of the Minutes of the May 14, 2025 Workforce Solutions Committee Meeting

Motion moved by Michael Jalazo and motion seconded by Esther Sanni. Motion carried.

B. Target Occupation List (TOL) (Presenters: Chad Kunerth)

Motion:

To approve the 155 occupations Florida Commerce has identified as in demand occupations to the Career Source Tampa Bay Regional Targeted Occupation list for PY2526.

Motion moved by Michael Jalazo and motion seconded by Elizabeth Gutierrez. After a lengthy discussion Esther Sanni proposed a friendly amendment to the motion.

Regional Targeted Occupations List (RTOL):

Five occupations were added, and 96 were removed from the previous year. Concerns were raised about the removal of high-wage occupations and the lack of clarity on the criteria used by Florida Commerce.

- Emphasis was placed on the need for a review process that considers regional labor market needs.
- Suggestions included incorporating entrepreneur-related SOC codes and using a merged list tailored to local conditions.

Approval Process and Timelines:

The committee acknowledged the urgency of approving the RTOL by the July deadline. However, several members expressed concern over insufficient time for review, as the list was only recently received.

- A workshop was proposed to educate board and committee members on state-level occupational list criteria to help board members better understand the state's evaluation criteria.

There was consensus on establishing a more structured and transparent process for future occupational list reviews.

A subcommittee will be formed to analyze labor market data and align recommendations with local priorities.

Motion:

A friendly amendment to table the approval of the regional targeted occupation list until staff can provide a merged list for review.

Motion moved by Michael Jalazo and motion seconded by Esther Sanni. Motion carried.

C. Training Provider Scorecard (Presenters: Chad Kunerth)

A revised scorecard was presented, now including participant enrollment, completion rates, employment outcomes, and filtering capabilities by provider and job family. The update was well-received, seen as a valuable tool for evaluating program performance.

IV. Information Items

A. WIOA Primary Indicators of Performance: PY 24-25 Q3 (Presenters: Chad Kunerth)

High overview of the WIOA Primary Indicators of Performance were reviewed.

B. FloridaCommerce New Subsequent Eligibility Criteria Memorandum (Presenters: Keidrian Kunkel)

There was no discussion

V. Adjournment

The meeting adjourned at 10:51 a.m. Minutes submitted by Tammy Stahlgren, Executive Administrative Assistant.

A. Next Workforce Performance Meeting: October 8, 2025