



Hillsborough Pinellas Workforce Development Consortium Meeting Minutes

CareerSource Hillsborough Pinellas

6/16/2025 1:00 PM EDT

@ Hybrid: Zoom & SPC EpiCenter 13805 58th St. N. Rooms – BD2-423 Clearwater, FL 33760

Consortium Members Attendance

Present:

Members: Commissioner Latvala, Commissioner Flowers, Commissioner Myers, Commissioner Wostal (remote)

CareerSource Hillsborough Pinellas Staff:

Sheila Doyle, Rich Beynon (remote), Jay Burkey, Jason Druding, Keidrian Kunkel, Barry Martin (remote), Michelle Moeller (remote), Lysandra Montijo (remote), Anna Munro (remote), Tammy Stahlgren, Doug Tobin (remote), April Torregiante

Hillsborough County Government

Katherine Benson, Ken Jones, Jonathan Wolf

Pinellas County Government

Amelia Cambell (remote), Cody Ward

CareerSource Hillsborough Board Members

Members: Barclay Harless (remote), Dr. Cynthia Johnson (remote), Don Noble (remote)

Others Present: Tameka Austin - FloridaCommerce (remote)

I. Call to Order, Welcome, Roll Call, and Remarks

Commissioner Flowers, Madam Chair call the meeting to order at 1:00 pm. There was a quorum present.

II. Pledge of Allegiance

Pledge of Allegiance was recited.

III. Public Comments

There were none.

IV. Action Items

A. Approval of Minutes:

1. April 7, 2025, Hillsborough Pinellas Workforce Development Consortium Meeting

Motion:

To approve the minutes from the April 7, 2025, Hillsborough Pinellas Workforce Development Consortium Meeting.

Motion moved by Commissioner Latvala and motion seconded by Commissioner Myers. Motion carried.

B. Approval of the FY'2026 Planning Budget (Presenters: Sheila Doyle)

Consortium Chair recognized Commissioner Wostal to provide question/comments, if any. There were none.

Motion:

To approve the FY2026 Planning Budget to allow for required submission to FloridaCommerce for review. Final approval will allow us to have the budget in place for the beginning of the new fiscal year starting July 1, 2025.

Motion moved by Commissioner Latvala and motion seconded by Commissioner Myers. Motion carried.

C. Request to Waive ITA Expenditure Requirement (Presenter: April Torregiante)

Consortium Chair recognized Commissioner Wostal to provide question/comments, if any. There were none.

Motion:

To approve of a ITA Waiver Request of 35% waiver level for PY2025-2026.

Motion moved by Commissioner Myers and motion seconded by Commissioner Latvala. Motion carried.

D. Appointment of LWDB Members

1. Hillsborough & Pinellas County - Current LWDB Members (New 2-Year Term) (Presenters: Jonathan Wolf)

Consortium Chair recognized Commissioner Wostal to provide question/comments, if any. There were none.

Motion:

Approve the request for waiver of the residency and voter registration requirement for candidates Russell Williams and Belinthia Berry, and

approve the slate of current LWDB members for reappointment to the LWDB with a two-year term of 7/1/2025 - 6/30/2027.

Motion moved by Commissioner Latvala and motion seconded by Commissioner Myers. Motion carried.

2. Hillsborough County & Pinellas County -New Applicants (Business Sector Reps) (Presenters: Jonathan Wolf)

Consortium Chair recognized Commissioner Wostal to provide question/comments, if any. There were none.

Motion:

To approve the request for waiver of the residency and voter registration requirement for candidate Don Blair, and appoint candidate Kenneth Wooton to the Hillsborough Pinellas LWDB representing Hillsborough County in the Business Sector and candidates Elisa Caro and Don Blair to the Hillsborough Pinellas LWDB representing Pinellas County in the Business Sector for a two (2) year term serving from 7/1/2025 – 6/30/2027.

Motion moved by Commissioner Latvala and motion seconded by Commissioner Myers. Motion carried.

V. Information Items

A. One Stop Operator Agreement (Presenters: Keidrian Kunkel)

Consortium Chair recognized Commissioner Wostal to provide question/comments, if any. There were none.

There was no discussion

B. General Counsel Renewal (CSHP) (Presenters: Keidrian Kunkel)

Consortium Chair recognized Commissioner Wostal to provide question/comments, if any. There were none.

There was no discussion.

C. Organizational Name Change (Presenters: Keidrian Kunkel & Doug Tobin)

Doing Business As (DBA) Name Adoption: As of May 29, 2025, the Board of Directors unanimously voted to adopt CareerSource Tampa Bay as the DBA, replacing "Career Source Hillsborough Pinellas."

Commissioner Flowers expressed a personal preference for retaining a name that reflected both counties (CareerSource Hillsborough Pinellas) to foster a sense of unity.

Marketing and Tagline Update: Doug Tobin, VP of Marketing, shared that the marketing team will adopt a new tagline under the logo: “Serving Hillsborough and Pinellas counties,” to ensure clarity and inclusion. The existing tagline “Where talent meets opportunity” will continue to be used in messaging.

General Consensus: While there were mixed feelings about the name change, the added tagline and ongoing outreach efforts in Pinellas County were well received. Members emphasized the importance of inclusiveness and clear communication in branding efforts moving forward.

Keidrian Kunkel’s ongoing and continued focus in Pinellas County, ie, speaking at events, touring community-based organizations, meeting with stakeholders, etcetera, in the Pinellas County area was recognized and emphasized.

D. Consortium & LWDB PY 25/26 Meeting Calendar (Presenters: Keidrian Kunkel)

Consortium Chair recognized Commissioner Wostal to provide question/comments, if any. There were none.

There was no discussion.

VI. Future Action/Discussion Items

Review of Board Governance and Conflict of Interest Concerns

Consortium Chair recognized Commissioner Myers, Commissioner Latvala and Commissioner Wostal to provide questions/comments, if any.

Commissioner Wostal expressed concerns about the potential conflict of interest when voting members of the board are also grant recipients. Commissioner Wostal requested future informational piece regarding standard operating procedure as well as legal review by Pinellas and Hillsborough County legal counsel and input from CareerSource Florida and Florida Commerce.

A. CSHP By-Laws Amendments

VII. Adjournment

The meeting adjourned at 1:32 pm. Minutes submitted by Tammy Stahlgren, Executive Administrative Assistant.