



CareerSource Tampa Bay Board of Directors

Meeting Minutes

CareerSource Tampa Bay

7/24/2025 10:00 AM EDT

@ Hybrid Meeting: Location Zoom & Epi Center

Board Members

Present:

Mitch Allen, Belinthia Berry, Robert Blount, III, Joseph Eletto (remote), David Fetkenher (remote), Barclay Harless, John Howell, Mark Hunt (remote), Michael Jalazo, Esther Matthews, Shawn McDonnell (remote), Don Noble (remote), Rebecca Sarlo, Sophia West (remote), Kenneth Williams (remote), Ocea Wynn (remote), Mercedes Young, Don Blair, Elisa Caro, Bob Hyde, Dr. Cynthia Johnson, Kenny Wooton, Commissioner Wostal (remote)

Absent:

Warren Brooks, Elizabeth Gutierrez, Gary Hartfield, Christopher Latvala, Dr. Brian Mann, April Neumann, Jeremy Robinson, Elizabeth Siplin, Roy Sweatman, Russell Williams

CareerSource Tampa Bay: Anna Munro, Andres Baez, Saleema Bennett, Rich Beynon, Kiani Bowman, Jay Burkey, Melissa Carroll (remote), Sheila Doyle, Jason Druding, Leondra Foster, Chad Kunerth, Keidrian Kunkel, Tominique James, Barry Martin, Michelle Moeller, Lysandra Montijo, Maritza Morales, Carla Pagan (remote), Brandon Pham, Mario Rodriguez (remote), Don Shepherd (remote), Tammy Stahlgren, Doug Tobin, April Torregiante

Hillsborough County Government: Jonathan Wolf (remote)

Pinellas County Government: Amelia Campbell

Legal Counsel: Elisabeth Crane (remote)

Others Present: Kelly Bins - AQI Services; Katy Dynan - AQI Services;, Tameka Austin - Florida Commerce (remote), Paul Casebolt - EDSI, , Kelly Bins- AQI Services, Katy Dynan - AQI Servies

I. Welcome, Roll Call and Introductions (Presenters: Barclay Harless)

Barclay Harless, chair called the meeting to order at 10:02 am. There was a quorum present.

Barclay Harless introduced new board members Donald Blair, Lisa Carroll, and Ken Wooton, thanking them for their commitment.

II. Pledge of Allegiance (Presenters: Barclay Harless)

The Pledge of Allegiance was recited.

III. Public Comments

There were none.

IV. CEO Report (Presenters: Keidrian Kunkel)

The CEO shared highlights from the summer youth program, which saw participation nearly double in Pinellas County. Using TANF and WIOA funds, the program focused on leadership development, paid work experiences, and business plan pitches, with plans to expand into manufacturing next year after starting in healthcare.

The CEO emphasized that the program is a workforce pipeline, not just a camp, and praised staff for meeting new challenges with strong results. Updates were also provided on finance, business services, programs, and compliance as local, state, and federal policies continue to align.

Board members were encouraged to stay engaged through LinkedIn and were reminded of the upcoming board retreat in August, which will include orientation for new members and a deeper dive into funding programs.

V. General Counsel Update

Presenter: Elisabeth Crane

The General Counsel report was provided, confirming no additional updates beyond the agenda materials.

VI. Consent Agenda (Presenters: Barclay Harless)

A. Approval of Minutes

1. Approval of Minutes of the May 29, 2025 Board of Directors meeting

Motion:

A Motion to approved the minutes of the May 29,2025 Board of Directors Meeting.

Motion moved by Don Noble and motion seconded by Mark Hunt. Motion carried.

VII. Action/Discussion Items

There were no action items.

VIII. Committee Reports

A. Workforce Solutions Committee (Presenters: Chad Kunerth)

The Workforce Solutions Committee reported that they met on July 9th to review the regional occupation list and compared it to the resource center-based planning list. The committee agreed to hold a follow-up meeting to review occupations that might be removed and aimed to present an updated list for approval at the next board meeting on September 18th.

However, Florida Commerce required the occupation list to be approved by the end of July, so an extension was requested. It was emphasized that the committee needed to finalize the list quickly, and efforts were underway to schedule a follow-up meeting to complete this work.

The discussion highlighted the importance of ensuring the list reflects local industry needs and provides meaningful training opportunities for participants. The committee planned to take a deeper dive, including input from research staff, to ensure the list is robust and relevant.

IX. Information Items

A. Hope Florida Program Review & Success Story Empowering Lives. Strengthening Communities

Andres Baez presented the Hope Florida Program, which seeks to bridge the gap between individuals in need and available resources through a collaborative network of nonprofits, private sector entities, and faith-based organizations. The program's HOPE navigators serve as guides, helping individuals not only with immediate needs but also in developing a path toward economic self-sufficiency.

Success Story

Tominique James shared her journey of overcoming unemployment, homelessness, and food insecurity after being connected to Hope Florida at a community event. With the support of her Hope Navigator, she received resume assistance, interview preparation, and housing support through Positive Spin. Regaining her confidence, Tominique secured employment as a career coach with CareerSource Tampa Bay, where she now helps others facing similar challenges. Her story was later featured in the Tampa Bay Business Journal and highlighted at a press conference, demonstrating the meaningful impact of the program.

The board discussed the importance of tracking outcomes and requested more detailed data on referrals, participation, and results.

B. Education and Industry Consortium Quarterly Report

Presenter: Chad Kunerth

The Education and Industry Consortium met on June 18. Their discussions focused on workforce strategies for healthcare and manufacturing sectors, reviewed resource needs from third- and second-registry reports, examined the eligible training provider list, and considered the current in-demand occupation list. The Consortium also received an overview of the ACE program. More detailed information was provided in the board packet. The next Consortium meeting is scheduled for August 26, 2025.

During the meeting, board members discussed the value of obtaining feedback from the Consortium, especially regarding the occupational list, to ensure alignment with local industry needs. While the Consortium cannot formally participate in board committee meetings, their insights are valued and can be shared as public comment or advisory input.

C. Training Provider Scorecard (Presenters: Chad Kunerth)

The group reviewed the training provider scorecard, which ranks performance metrics to assist job seekers. Excitement was expressed about the scorecard, emphasizing its importance for evaluating training providers.

D. WIOA Primary Indicators of Performance: PY 2425 Q3 (Presenters: Chad Kunerth)

X. Open Discussion

The board chair reminded members about the upcoming board retreat scheduled for August 4th at the Marriott Westshore Tampa.

There was an update on committee assignments: with three new board members joining, some committee reassignments were necessary. Specifically, the One-Stop Committee is currently inactive, so Robert Blount and Joe Eletto will be transferring to the Workforce Solutions Committee. Additionally, members who were on both the Youth Committee and the Workforce Solutions Committee will be assigned to just one committee to ensure balanced participation.

The chair clarified that these changes are not a reflection on anyone's performance but are part of the annual committee assignment review.

The floor was then opened for further discussion, but no additional comments or questions were raised by board members.

XI. Adjournment

The meeting adjourned at 11:06 a.m. Minutes submitted by Tammy Stahlgren, Executive Administrative Assistant.