



CareerSource Tampa Bay Workforce Solutions

Committee Minutes

CareerSource Tampa Bay
10/8/2025 10:00 AM EDT

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

Committee Members

Present:

Members: Elizabeth Gutierrez (remote), Michael Jalazo, April Neumann (remote), Elizabeth Siplin (remote), Kenneth Williams, Mercedes Young, John Howell, Robert Blount, III (remote), Brian Mann, Kenny Wooton (remote)

Absent:

Members: Warren Brooks, Mark Hunt, Jeremy Robinson, Joseph Eletto, Dr. Johnson, Brian Nathan, Esther Sanni,

Attendance

Staff Members Present: Sheila Doyle (remote), Chad Kunerth, Anna Munro, Tammy Stahlgren, Doug Tobin (remote), Saleema Bennett (remote), Jason Druding, Leondra Foster (remote), Michelle Schultz (remote), April Torregiante

Others: Amelia Campbell, Paul Casebolt -OSO

I. Call to order, Welcome and Roll Call (Presenters: Dr. Brian Mann)

Brian Mann filled in as the Chair. He called the meeting to order at 10:02 a.m. There was a quorum present.

II. Public Comments (Presenters: Dr. Brian Mann)

There was none.

III. Action Items

A. Approval of the Minutes - August 12, 2025 (Presenters: Dr. Brian Mann)

Motion:

To approve the minutes of August 12, 2025 Workforce Solutions Committee Motion moved by Michael Jalazo and motion seconded by Elizabeth Siplin. Motion carried.

B. Approval of CSTB Co-Enrollment and Local Monitoring Policies (Presenters: Michelle Schultz)

Motion:

To approve the Co-Enrollment and Local Monitoring Policies.

Motion moved by Michael Jalazo and motion seconded by Kenneth Williams.
Motion carried.

C. Approval of Training Provider and New Programs

Presenters: Anna Munro and Melissa Carroll

Anna Munro and Melissa Carroll presented Access Computer Training and South Florida Academy of Air Conditioning for inclusion on the Eligible Training Provider List. Concerns were raised regarding the five-week HVAC certification program and its workforce readiness.

The committee amended the initial motion into two separate motions: to approve Access Computer Training programs and to approve South Florida Academy.

Motion:

To approve Access Computer Training's, new training programs

Motion moved by Michael Jalazo and motion seconded by John Howell. Motion carried. Mercedes Young opposed to the vote.

Motion:

To approve South Florida Academy of Air Conditioning's application as a new provider and new training program for inclusion on CSTB's ETPL

Motion moved by John Howell and motion seconded by Jeremy Robinson. A roll-call vote was taken as follows: Motion failed - 9 Nays and 2 Ayes

Robert Blount III- Nay

Scott Brooks - Not Present

Joe Eletto -Not present

Elizabeth Gutierrez - Nay

John Howell- Aye

Mark Hunt - Nay

Michael Jalazo - Aye

Dr. Johnson - not present

Brian Mann - Nay

Esther Sanni -Not present

Brian Nathan - Not present

April Neumann - Nay

Jeremy Robison - Nay
Elizabeth Siplin - Nay
Ken Williams - Nay
Kenny Wotton - Nay
Mercedes Young – Nay

After the roll call vote that the committee tabled the vendor pending additional information to be brought forth by staff.

IV. Information Items

A. WIOA Primary Indicators of Performance: PY 2425 Q4 (Presenters: Chad Kunerth)

Chad Kunerth provided an update on the final performance metrics for the program year.

Overall Performance: Achieved 17 of 18 metrics, exceeding 13 and meeting 4. Median Wage (2nd Quarter After Exit – Dislocated Workers): \$9,260 achieved vs. \$11,125 goal (83% of target). Despite missing this metric, all 13 exited dislocated workers were employed, representing one-third of the caseload. Statewide performance charts show the program exceeding most metrics compared to the state and similarly sized regions.

B. REACH Performance Review (Presenters: Chad Kunerth)

Chad Kunerth provided an update on REACH program performance through Q3, noting an overall score of 93.67, ranking 5th in the state.

Chad noted upcoming changes in the weighting of certain metrics:
Completion of funding: reduced from 10% to 5%
Extra credit: reclassified from 5 bonus points to 5%
Overall, performance is strong.

C. Training Provider Scorecard (Presenters: Chad Kunerth)

The board reviewed the Training Provider Scorecard, created with input from staff and program leadership to evaluate and compare training providers. Providers have been notified of their performance, and early feedback has been positive.

The tool was designed to help customers make informed decisions when selecting Individual Training Accounts (ITAs). Staff can also use the scorecard to guide discussions and support customer education about program performance and career outcomes.

D. One-Stop Operator Update (Presenters: Paul Casebolt)

Overview of Promoter Score and Customer Satisfaction Metrics

Paul Casebolt explained the promoter score, which measures customer satisfaction and loyalty on a scale from 0 to 10. For August 2025, the job seeker NPS was 43, up 20 points from July, while the employer NPS was 44, also showing significant improvement. Both scores are above the favorable metrics. Refer to the agenda packet for the detailed report.

E. Recruitment Events and Job Fairs (Presenters: Jason Druding)

Jason Druding provided an update on recruitment events.

Recent events included Coca-Cola (111 attendees, six positions) and the Career Connect Fall Job Fair (400+ attendees, 40+ employers).

Upcoming Paychecks for Patriots veteran events are scheduled for October 29, November 5, and November 19.

Events are open to the public, with priority for veterans, and feature jobs paying \$15+/hour with multiple openings.

V. Discussion Item

A. Future Reporting

Presenter: Chad Kunerth

Chad opened the discussion on future reporting, seeking input from the committee on the type of reports and data they would like to see going forward.

Committee Input

Explore reporting options that include average wages and cost-of-living comparisons.

Consider cross-sector data collaboration with other workforce and economic development partners.

Review dashboards for updates and alignment with strategic plan goals. Investigate options for supporting workforce training funding beyond current program limits.

Examine transportation and mobility issues as part of workforce strategy. Incorporate entrepreneurship support as part of workforce planning.

VI. Adjournment

Meeting was adjourned at 11:03 AM. Minutes submitted by Tammy Stahlgren, Executive Administrative Assistant.