



CareerSource Tampa Bay Board of Directors Meeting

Date: August 27, 2026 at 10:00 AM

Location: Hybrid: 9215 North Florida Avenue, Tampa, FL 33612

Zoom Information [Zoom Link](#)

Meeting ID: 898 6130 5105

Passcode: 189032

Dial-in-Number: 305.224.1968

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Workforce Sector Hillsborough County



Richard Crain

**Assistant Business
Manager/Dispatcher
IBEW L.U. 915**

Richard was born and raised in Hillsborough County and is a proud graduate of Howard W. Blake High School, Class of 2003.

After high school, he spent several years working in general construction before finding his true calling in the electrical trade by joining the IBEW apprenticeship program in 2016.

After completing his apprenticeship in 2020, Richard became a Foreman, helping lead crews on important projects throughout the Tampa Bay area. His hard work, leadership, and dedication earned him the opportunity to serve as Assistant Business Manager and Dispatcher for IBEW Local Union 915.

Richard was later elected to represent Hillsborough County on the IBEW Local Union 915 Executive Board, where he works every day to be a strong voice for his fellow members. He believes that skilled trades create life-changing opportunities, and he is passionate about helping the next generation discover the benefits of an electrical apprenticeship and build successful, rewarding careers.

As someone who grew up in Hillsborough County, Richard is committed to giving back to the community that helped shape him and ensuring working families have a strong advocate fighting for their future.



Business Sector Hillsborough County



Michael DeLucia

**President
PF1 Professional Services, Inc.**

Mike DeLucia is a long-time resident of Hillsborough County, with more than 40 years of experience in the staffing industry. He founded and has successfully operated a staffing company for over 35 years, helping connect hundreds of professionals with career-advancing opportunities.

Throughout his career, Mike has been actively involved in workforce development, education, and community initiatives. He has served in leadership and volunteer roles with organizations including Pinellas Technical College, Cristo Rey Tampa Salesian High School & Corporate Work Study Program, and various nonprofit organizations. He is a recipient of the Calvin Hunsinger Award for his service to Pinellas Technical College.

In his current role as Director of Corporate Work Study Partner Engagement with Cristo Rey Tampa, Mike focuses on building partnerships with businesses, nonprofits, and community organizations to create work-based learning opportunities for students. He has helped establish connections with organizations including Junior Achievement, Zoo Tampa, The Florida Aquarium, and local schools and churches.

Mike is passionate about creating pathways to college and career success for area youth and looks forward to supporting CareerSource Tampa Bay's mission by building partnerships that strengthen workforce opportunities throughout the region.

Government, Economic / Community Development Sector Hillsborough County



Denise Daniel

**Manager/Community Services
City of Plant City**

Gertrude 'Denise' McDaniel is a Florida native, born in Plant City. She graduated from Plant City High School. After receiving an associate of arts degree in business administration from Hillsborough Community College, she attended the University of South Florida, where she received a Bachelor of Science degree in business administration and a Master of Public Administration (MPA). She also completed the Certificated Public Manager's program from Florida State University.

She has worked for the City of Plant City for over forty-six years. In her current position as community services manager, she is responsible for administration and implementation of all functions of the division which is responsible for neighborhood improvements, rehabilitation and preservation, real estate disposition, and assisted public service activities. Duties include project planning, development, preparation and monitoring of budget and fiscal activities.

During her tenure with the city, she served in several positions, including utility billing manager and customer service representative. Major responsibilities as manager included personnel management, preparation of division's policies, preparation of reports to document performance and accomplishments, and preparation of responses to inquiries and complaints from the public.

Denise is very active in community service. She is a current member of the Kiwanis Club of Plant City and has served as president, treasurer, and secretary. Additionally, she served as Lieutenant Governor of Florida District of Kiwanis International.

She currently serves as an alternate member on the Hillsborough County Affordable Housing Board and has recently been assigned to the Career Source Tampa Bay Board.

She is currently married to James McDaniel. Together they have a total of five children and five grandchildren.

Hobby – traveling with family throughout the world to experience culture and good food, whether it be by air or ship!

Business Sector Hillsborough County



Cedrick West

**Owner and Principal
C.S. West & Associates, PA**

Cedrick West, CPA, is the Owner and Principal of CS West CPAs, a family-owned CPA firm serving individuals, businesses, nonprofits, and community organizations throughout the Tampa Bay, Apopka, Orlando, and Central Florida areas. He is also the owner of Blue Compass Wealth Management, where he continues his mission of helping clients make informed financial decisions with clarity, confidence, and purpose.

Cedrick's professional background includes tax planning and preparation, accounting, audit and assurance, business advisory, nonprofit consulting, and financial guidance for small business owners and families. As an entrepreneur and CPA, he understands the real-world challenges of building a business, serving clients, managing growth, and creating opportunities for others.

In addition to his professional work, Cedrick serves as Treasurer of the Gamma Zeta Lambda Educational Foundation, supporting scholarship, education, leadership, and community development initiatives. His work is guided by his faith, his commitment to service, and his belief that financial education can help strengthen families, businesses, and communities.

Cedrick is a God-fearing Christian, husband, and father of three. Outside of work, he enjoys spending time with his family, serving in the community, and playing bass guitar. He brings both professional expertise and a down-to-earth approach to everything he does, with a heart for helping people grow, plan, and succeed.

Pledge of Allegiance





Sylvester Burt

Persistence, Partnership, and a Path Forward



A CHALLENGE THAT FELT IMPOSSIBLE

When Sylvester Burt came to the Plant City Career Center, he was facing a challenge that had left him discouraged and ready to give up. For nearly three months, he had been unable to complete the ID.me verification process needed to access unemployment benefits.



SUPPORT WHEN IT MATTERED MOST

Seeking assistance, Mr. Burt connected with CareerSource Tampa Bay staff members Santia and Carrie. During one particularly frustrating visit, he was prepared to walk away from the process altogether. Recognizing his frustration, he was encouraged not to give up. The following day, staff provided hands-on support to help Mr. Burt successfully navigate the ID.me verification process and complete his unemployment application. For a single father going through a difficult time, gaining access to these benefits provided much needed stability and relief for his family.



A PATH TO EMPLOYMENT

CareerSource Tampa Bay's support did not stop there. As Mr. Burt continued visiting the center, Santia shared information about employers that were actively hiring, offered job search guidance, and encouraged him to stay focused on his employment goals. Through that ongoing support and connection to workforce opportunities, Mr. Burt secured employment with Lowe's, where he has now been working successfully for several months.



STAYING CONNECTED

Today, Mr. Burt occasionally returns to the Plant City Career Center, not because he needs assistance, but because he wants to stay connected with the team that helped him move forward.



SYLVESTER BURT
Plant City Career Center

“ After three months of trying on my own, finally getting through the process meant so much to me.

I am happy to say that I was hired by Lowe's and have now been working there for several months.

I am thankful that when I was ready to give up, she encouraged me to come back and helped me move forward. **”**



OUR MISSION

To empower individuals, employers, and our community to achieve economic success.

OUR VALUES



We build trust.



We respect each other.



We innovate.



We serve with passion.



We achieve

Top of Mind

Veterans Project for Job Recovery

State of Florida Budget Appropriations Project Request

For the first time in the organization's history, CareerSource Tampa Bay was awarded a \$350,000 state appropriations special project request to serve Hillsborough and Pinellas Counties.

Sponsored by Florida House of Representatives Berny Jacques and Senator Nick DiCeglie, the Veterans Project for Job Recovery will provide training, employment and supportive services to local veterans, transitioning service members, and eligible spouses with barriers to employment. This program will assist them with obtaining or retaining employment and promotion to a higher-level position or wage increase.

This crucial gap funding for training, employment and supportive services to veterans, transitioning service members and eligible spouses is targeted to meet the unique needs of the military community. The focus is on targeted outreach and comprehensive supportive services to subgroups with barriers to employment such as homeless, disabled and women veterans that may have limited access to traditional funding from federal programs.

New Projects

Wells Fargo Grant

In partnership with CareerSource Florida and CareerSource Central Florida, CareerSource Tampa Bay will receive funding for the Florida Workforce Enhancement Program. This initiative supports low-wage healthcare workers (CNAs, HHAs, MAs, and PCTs) in advancing into higher-paying specialist roles such as pharmacy technician, surgical technician, and LPN. The program creates upward mobility, addresses critical workforce gaps, and strengthens the healthcare talent pipeline.

St. Pete Works EDGE Grant

CareerSource Tampa Bay is a key partner in the St. Pete EDGE grant awarded to St. Petersburg College by the City of St. Petersburg. Our partnership will facilitate job placement, career readiness workshops, and employer engagement events, ensuring participants have the resources and connections needed to secure meaningful employment.

MyJourney Youth Summit

- 700+ Youth expressed interest in attending the MyJourney Youth Summit.
- 256 Youth participated in MyJourney workshops prior to the event, preparing them for success.
- 263 Youth attendees participated in the Summit, surpassing our goal of 250 participants.
- Youth engaged in high-demand career exploration
 - Resume development, breakout sessions, employer panel discussions, workforce and career readiness activities
- Our team connected youth with employers and inspired them to "Stay in the Room," Take Action, and Level Up



My Journey Youth Summit
Presented by:

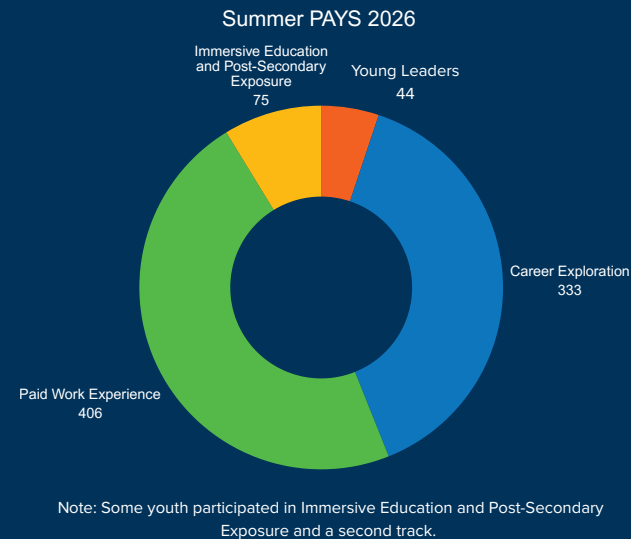


Spotlight on: Summer PAYS Higher Education Partnerships

Over the summer, 75 students participated in hands on post-secondary experiences via camps and campus tours with higher education partners Hillsborough College, St. Petersburg College and University of South Florida. Youth participated in three camps at St. Petersburg College: Robotics, Manufacturing and Healthcare. USF offered the following camps: Anatomy of a Roller Coaster, Morasani Medical, AI & Machine Learning, Mock Trial: Cyber Crime and Law, Aqua Bulls Ocean Exploration, and Bulls Startup.

Our partners provided the following campus demonstrations for youth:

- Healthcare (EMT Transport Protocol) - Hillsborough College
- Criminology - University of South Florida
- STEM (Engineering/Robotics) - Hillsborough College



Community Foundation Tampa Bay Grant

CSTB's Summer PAYS program was selected for a \$50,000 competitive grant from the Community Foundation Tampa Bay. Funds will be used to support 30 youth in the paid work experience and career exploration tracks and indirect costs. Investment from the Community Foundation of Tampa Bay will directly impact the future success of local underserved youth by providing critical gap funding for individuals who do not qualify for existing federal programs due to income or age eligibility requirements, such as ALICE (Asset Limited, Income Constrained, Employed) families. We are grateful to the Foundation for supporting youth in the Summer PAYS program.



Upcoming

CSTB Board Retreat

The 2026 Board Retreat will be held on October 15. We look forward to an engaging and meaningful day of connection with the Board.

CSTB Board of Directors Strategic Planning

It is time to revisit the strategic plan for the organization. The previous strategic plan for CareerSource Tampa Bay covered the period of 2021-2024. The first step is to conduct a survey of board members and community partners. Your insights are invaluable as we develop a comprehensive strategic plan that guides our agency for maximum impact in the community and positions the Board to be prepared meet current and future challenges.

Florida Workforce Development Summit 2026

The Florida Workforce Development Summit will be held on September 16-18. We look forward to staff exploring workshops, keynote sessions, and expert insights throughout the event.

Questions

I would love to hear from you. As always, please feel free to contact me with any questions or feedback, or to set up a meeting to talk about how we can better serve the residents and businesses of our region.

Thank you for your commitment to CareerSource Tampa Bay's mission of connecting talent to opportunity.

Sincerely,

Keidrian Kunkel

Keidrian Kunkel

President & CEO

MEMORANDUM

TO: CareerSource Tampa Bay Board of Directors
FROM: Stephanie Marchman, CareerSource Tampa Bay General Counsel
DATE: August 11, 2026
SUBJECT: Legal Services Summary and Litigation Report

The following is a summary of legal services provided to CareerSource Tampa Bay (“CSTB”) since the May 28, 2026 Board of Directors Meeting:

- Reviewed agendas and attended Board of Directors and Executive Committee meetings.
- Prepared termination letter related to SpringZone, Inc. Agreement.
- Provided guidance to leadership and board members on Sunshine Law and By-Laws as it relates to CSTB officers.
- Assisted with responding to writ of garnishment.
- Assisted with responding to preservation demand and request for insurance information.

Pending litigation report:

A premises liability lawsuit, *Rebecca Curry v. Tampa Bay Workforce Alliance, Inc.*, in the Circuit Court of the Sixth Judicial Circuit in Pinellas County, Case No. 25-005608-CI, was filed on October 7, 2025. CSTB filed a Notice of Acceptance of Proposal for Settlement on May 18, 2026. Plaintiffs filed a Notice of Voluntary Dismissal with Prejudice on July 6, 2026, closing this case.

A customer lawsuit, *Shonda Redden-Drake v. Tampa Bay Workforce Alliance, Inc., D/B/A CareerSource Tampa Bay*, in the United States District Court for the Middle District of Florida, Case Number 8:25-cv-02012-MSS-LSG, was served on CSTB on August 11, 2025. Mediation was held on August 3, 2026. The parties settled and filed a Joint Stipulation of Dismissal on August 5, 2026. The Court endorsed an Order of Dismissal on August 6, 2026, closing this case.

A premises liability lawsuit, *Takia Rhymes v. Worknet Pinellas now known as Tampa Bay Workforce Alliance D/B/A CareerSource Tampa Bay*, in the Circuit Court of the Sixth Judicial Circuit in Pinellas County, Case No. 25-002982-CI, was filed on June 4, 2025, which CSTB answered on July 3, 2025. The Plaintiff amended her complaint on August 20, 2025. On September 22, 2025, CSTB filed its Answers and Affirmative Defenses. Discovery is ongoing.



Consent Agenda Items

The Consent Agenda is intended to allow the WDB to spend its time on more complex items and initiatives. Consent agenda items groups routine business and reports into one agenda item which can be approved in one action, rather than filing motions on each item separately. Board members may ask that an item be removed from the Consent Agenda for individual consideration.

A. Approval of Minutes - May 28, 2026, Board of Directors meeting

B. 2025-2026 Budget Modification #3

Recommended for approval by the Finance Audit Committee in the August 20, 2026, committee meeting.

Recommendation: To approve the above items as presented.



CareerSource Tampa Bay Board of Directors Meeting

Minutes

CareerSource Tampa Bay

5/28/2026 10:00 AM EDT

@ Hybrid Meeting: Location Zoom & 9215 North Florida Avenue, Tampa, FL

Board Members

Present:

Mitch Allen, Belinthia Berry (remote), Robert Blount, III (remote), Joseph Eletto, David Fetkenher (remote), Barclay Harless, Gary Hartfield, John Howell, Michael Jalazo (remote), Dr. Brian Mann (remote), April Neumann (remote), Don Noble (remote), Jeremy Robinson (remote), Elizabeth Siplin (remote), Roy Sweatman, Sophia West (remote), Kenneth Williams (remote), Russell Williams (remote), Mercedes Young, Don Blair, Elisa Caro, Bob Hyde (remote), Dr. Cynthia Johnson, Commissioner Latvala (remote), Esther Sanni (remote), Dr. Dywayne Hinds, Sr., Kenny Wooton

Absent:

Warren "Scott" Brooks, Elizabeth Gutierrez, Shawn McDonnell, Ocea Wynn, Dr. Rebecca Sarlo, Commissioner Wostal

Legal Counsel

Stephanie Marchman (remote)

CareerSource Tampa Bay Staff

Sheila Doyle, Keidrian Kunkel, Anna Munro, Tammy Stahlgren, Saleema Bennett (remote), Melissa Carroll (remote), Chad Kunerth, Pete Mandity, Barry Martin, Michelle Moeller (remote), Michelle Schultz, Don Shepherd (remote), Doug Tobin (remote), April Torregiante

Hillsborough County Government

Ebony Bartley, Katherine Benson, Ken Jones (remote), Jonathan Wolf

Pinellas County Government

Amelia Campbell (remote), Cody Ward (remote)

Others Present

Paul Casebolt -EDSI, Tameka Austin - FloridaCommerce (remote)

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

Barclay Harless, Chair called the meeting to order at 10:01 a.m. There was a quorum present

- Welcomed Dr. Dywayne Hinds, Sr., who was appointed on April 9 to represent the Education Sector in Pinellas County.
- Recognized Brian Nathan for his service to the Board following his resignation, effective April 26, 2026, He was appointment as a Florida State Senator and wished him continued success.

II. Pledge of Allegiance (Presenters: Barclay Harless)

The Pledge of Allegiance was recited.

III. Public Comments

There were none.

Mission Moment (Presenter: April Torregiante)

The Mission Moment highlighted the success story of Leticia Reed, who achieved meaningful career advancement and financial stability with support from CareerSource Tampa Bay.

IV. CEO Report (Presenter: Keidrian Kunkel)

The CEO reported on apprenticeship activities, including continued expansion efforts, grant funding from Wells Fargo (\$150,000) and the Tampa Bay Community Foundation (\$50,000), and updates on the upcoming St. Pete Works program.

The full CEO report was included in the agenda packet.

V. General Counsel Update (Presenters: Stephanie Marchman)

Stephanie Marchman provided a brief legal services update, noting there have been no significant issues since the last board meeting. No questions were raised following the report.

VI. Consent Agenda (Presenter: Barclay Harless)

A. Approval of Minutes

1. March 26, 2026, Board of Directors Meeting
2. April 23, 2026, Nominating Committee Meeting

B. CSTB Policies

1. Customer Service Policy

C. Firm – Audit & Tax Services

D. 2025-2026 Budget Modification #2

Motion:

To approve the consent agenda as presented.

Motion moved by Gary Hartfield and motion seconded by Mitch Allen. Motion carried.

VII. Action Items

A. Related Party Contracts (Presenters: Anna Munro)

1. Individual Training Accounts

Recommendation 1:

Related Party Individual Training Accounts

Pinellas County School for an estimated Contract value of \$150,000.

Dr. Dyawyne Hinds, Sr. has been identified as having a conflict of interest and was notified prior to the meeting.

Dr. Dyawyne Hinds, Sr., verbally abstained from the vote.

Necessary related forms have been completed - Form 8B and Exhibits C & D

Motion:

To approve to execute ITA Agreement with Pinellas County Schools for the period of 7/1/2026-6/30/2027, contingent on FloridaCommerce approval.

Motion moved by Michael Jalazo and motion seconded by Gary Hartfield. Motion carried.

EXHIBIT D DISCLOSURE AND CERTIFICATION OF CONFLICT OF INTEREST IN A CONTRACT

I, Dr. Dyawyne B. Hinds, Sr., a board member of an employee of the board (circle one) hereby disclose that I, myself /my employer/ my business /my organization/ OR "Other" (describe) _____

(circle one or more) could benefit financially from the contract described below:

Local Workforce Development Board: CareerSource Tampa Bay - Region 28

Contractor Name & Address: Pinellas County Schools - 301 Fourth Street, SW, Largo, FL 33779

Contractor Contact Phone Number: (727) 588-5020

Description or Nature of Contract: ITA Training Provider Agreement

Description of Financial Benefit*: Employee of organization

For purposes of the above contract the following disclosures are made: The contractor's principals**/owners***: (check one)

☒ have no relative who is a member of the board or an employee of the board, OR

☐ have a relative who is a member of the board or an employee of the board, whose name is: _____

The contractor's principals**/owners*** ☒ is ☐ is not (check one) a member of the board. If applicable, the principal's/owner's name is: Dr. Dyawyne B. Hinds, Sr.

Dr. Dyawyne B. Hinds, Sr.
Signature of Board Member/Employee

Dr. Dyawyne B. Hinds, Sr.
Print Name

04/29/2026

Date

* "Benefit financially from a contract" means the special private financial gain to a member, a special private financial gain to any principal which retains the member, the special private financial gain of the parent organization or subsidiary of a corporate principal which retains the member or the special private financial gain to any member's relatives or business associate or to a board employee and such benefit is not remote or speculative.

** "Principal" means an owner or high-level management employee with decision-making authority.

*** "Owner" means a person having any ownership interest in the contractor.

NOTICE: CONFLICTS OF INTEREST REGARDING BOARD MEMBERS AND BOARD EMPLOYEES MUST BE DISCLOSED PRIOR TO THE BOARD'S DISCUSSION OR VOTING TO APPROVE THE CONTRACT. BOARD MEMBERS WHO BENEFIT FINANCIALLY OR BOARD MEMBERS OR EMPLOYEES OF THE BOARD WHO HAVE A RELATIONSHIP WITH THE CONTRACTING VENDOR MUST ABSTAIN FROM VOTING DURING THE PERIOD OF TIME THE VOTES ARE CAST, AND THE CONTRACT MUST BE APPROVED BY A TWO-THIRDS VOTE OF THE BOARD WHEN A QUORUM HAS BEEN ESTABLISHED. COMPLETION OF THIS FORM DOES NOT IN ANY WAY SUPERSEDE OR SUBSTITUTE FOR COMPLIANCE WITH CONFLICT OF INTEREST DISCLOSURE REQUIREMENTS OF SECTION 112.3143, FLORIDA STATUTES, OR SECTION 101(f), WIOA.

FORM 8B MEMORANDUM OF VOTING CONFLICT FOR COUNTY, MUNICIPAL, AND OTHER LOCAL PUBLIC OFFICERS

LAST NAME—FIRST NAME—MIDDLE NAME <u>Hinds, Sr., Dyawyne B.</u>		NAME OF BOARD, COUNCIL, COMMISSION, AUTHORITY OR COMMITTEE <u>CareerSource Tampa Bay Workforce Board</u>	
MAILING ADDRESS <u>4350 W. Cypress Street Suite 850 Hillsborough</u>		THE BOARD, COUNCIL, COMMISSION, AUTHORITY OR COMMITTEE ON WHICH I SERVE IS A UNIT OF: ☐ CITY ☒ COUNTY ☐ OTHER LOCAL AGENCY	
CITY <u>Tampa, Florida 33607</u>		NAME OF POLITICAL SUBDIVISION <u>Hillsborough and Pinellas County</u>	
DATE ON WHICH VOTE OCCURRED <u>05/28/26</u>		MY POSITION IS: ☐ ELECTIVE ☒ APPOINTIVE	

WHO MUST FILE FORM 8B

This form is for use by any person serving at the county, city, or other local level of government on an appointed or elected board, council, commission, authority, or committee. It applies to members of advisory and non-advisory bodies who are presented with a voting conflict of interest under Section 112.3143, Florida Statutes.

Your responsibilities under the law when faced with voting on a measure in which you have a conflict of interest will vary greatly depending on whether you hold an elective or appointive position. For this reason, please pay close attention to the instructions on this form before completing and filing the form.

INSTRUCTIONS FOR COMPLIANCE WITH SECTION 112.3143, FLORIDA STATUTES

A person holding elective or appointive county, municipal, or other local public office MUST ABSTAIN from voting on a measure which would inure to his or her special private gain or loss. Each elected or appointed local officer also MUST ABSTAIN from knowingly voting on a measure which would inure to the special gain or loss of a principal (other than a government agency) by whom he or she is retained (including the parent, subsidiary, or sibling organization of a principal by which he or she is retained); to the special private gain or loss of a relative; or to the special private gain or loss of a business associate, Commissioners of community redevelopment agencies (CRAs) under Sec. 163.356 or 163.357, F.S., and officers of independent special tax districts elected on a one-acre, one-vote basis are not prohibited from voting in that capacity.

For purposes of this law, a "relative" includes only the officer's father, mother, son, daughter, husband, wife, brother, sister, father-in-law, mother-in-law, son-in-law, and daughter-in-law. A "business associate" means any person or entity engaged in or carrying on a business enterprise with the officer as a partner, joint venturer, coowner of property, or corporate shareholder (where the shares of the corporation are not listed on any national or regional stock exchange).

ELECTED OFFICERS:

In addition to abstaining from voting in the situations described above, you must disclose the conflict:

PRIOR TO THE VOTE BEING TAKEN by publicly stating to the assembly the nature of your interest in the measure on which you are abstaining from voting; and

WITHIN 15 DAYS AFTER THE VOTE OCCURS by completing and filing this form with the person responsible for recording the minutes of the meeting, who should incorporate the form in the minutes.

APPOINTED OFFICERS:

Although you must abstain from voting in the situations described above, you are not prohibited by Section 112.3143 from otherwise participating in these matters. However, you must disclose the nature of the conflict before making any attempt to influence the decision, whether orally or in writing and whether made by you or at your direction.

IF YOU INTEND TO MAKE ANY ATTEMPT TO INFLUENCE THE DECISION PRIOR TO THE MEETING AT WHICH THE VOTE WILL BE TAKEN:

You must complete and file this form (before making any attempt to influence the decision) with the person responsible for recording the minutes of the meeting, who will incorporate the form in the minutes. (Continued on page 2)

APPOINTED OFFICERS (continued)

- A copy of the form must be provided immediately to the other members of the agency.
- The form must be read publicly at the next meeting after the form is filed.

IF YOU MAKE NO ATTEMPT TO INFLUENCE THE DECISION EXCEPT BY DISCUSSION AT THE MEETING:

- You must disclose orally the nature of your conflict in the measure before participating.
- You must complete the form and file it within 15 days after the vote occurs with the person responsible for recording the minutes of the meeting, who must incorporate the form in the minutes. A copy of the form must be provided immediately to the other members of the agency, and the form must be read publicly at the next meeting after the form is filed.

DISCLOSURE OF LOCAL OFFICER'S INTERESTI, Dr. Dywayne B. Hinds, Sr., hereby disclose that on May 28th, 2026:

(a) A measure came or will come before my agency which (check one or more)

- ☐ Inured to my special private gain or loss;
- ☐ Inured to the special gain or loss of my business associate, _____;
- ☐ Inured to the special gain or loss of my relative, _____;
- ☒ Inured to the special gain or loss of Pinellas County Schools, by whom I am retained; or
- ☐ Inured to the special gain or loss of _____, which is the parent subsidiary, or sibling organization or subsidiary of a principal which has retained me.

(b) The measure before my agency and the nature of my conflicting interest in the measure is as follows:

Related party contract votes for Individual Training Accounts (ITA) Agreement with Pinellas County Schools.

If disclosure of specific information would violate confidentiality or privilege pursuant to law or rules governing attorneys, a public officer, who is also an attorney, may comply with the disclosure requirements of this section by disclosing the nature of the interest in such a way as to provide the public with notice of the conflict.

04/29/2026

Date Filed

Dr. Dywayne B. Hinds, Sr.
Signature

NOTICE: UNDER PROVISIONS OF FLORIDA STATUTES §112.317, A FAILURE TO MAKE ANY REQUIRED DISCLOSURE CONSTITUTES GROUNDS FOR AND MAY BE PUNISHED BY ONE OR MORE OF THE FOLLOWING: IMPEACHMENT, REMOVAL OR SUSPENSION FROM OFFICE OR EMPLOYMENT, DEMOTION, REDUCTION IN SALARY, REPRIMAND, OR A CIVIL PENALTY NOT TO EXCEED \$10,000.

CE FORM 8B - EFF. 11/2013

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**EXHIBIT C
CONTRACT INFORMATION FORM**

This form is to disclose a conflict or potential conflict and to seek approval of a contract involving a conflict or potential conflict of interest of board members or employees. All requested information is required. Failure to provide complete information may result in disapproval of the contract.

I, Barclay Harless, hereby certify the following information regarding a contract that was approved by a two-thirds (2/3) vote of a quorum of CareerSource Tampa Bay (CSTB) and will be executed and implemented immediately after receiving the State's approval in compliance with section 445.007(11), Florida Statutes.

Identification of all parties to the contract: CSTB & Pinellas County Schools
 Contractor Name & Address: Pinellas County Schools, 301 Fourth Street, SW, Largo, FL 33779
 Contractor Contact Phone Number: (727) 588-5020
 Contract Number or Other Identifying Information, if any: 2026-ITA-006
 Contract Term: 07/01/2026-06/30/2027
 Value of the Contract with no extensions or renewals exercised: \$150,000
 Value of the Contract with all extensions and renewals exercised: N/A
 Description of goods and/or services to be provided under the Contract: ITA Training Provider Agreement
 Method of procurement for the contracted goods and/or services, if applicable: Current approved training provider on the state and local ETPL
 Name of board member or employee whose conflict of interest required the board's approval of the contract by two-thirds (2/3) vote: Dr. Dywayne B. Hinds, Sr.

The nature of the conflicting interest in the contract: Employee of the organization

The board member or employee with the conflict of interest ☐ did ☐ did not (check one) attend the meeting(s), including subcommittee meetings, at which the board discussed or voted to approve the contract. If the board member or employee with the conflict of interest attended the meeting(s), including subcommittee meetings, at which the board discussed or voted on the contract, the board member or employee abstained from voting.

I further attest that the following is being provided with this form:

- A certified board membership roster listing all members on the board at the time of the vote on the approval of the contract with a vote tally indicating attendance or absence at the meeting(s), including subcommittee meetings, and for those in attendance, the affirmative and negative votes and abstentions for each member.
- Consistent with the procedures outlined in section 112.3143, Florida Statutes, the dated and executed conflict of interest form that was submitted at or before the board meeting(s) in which a vote related to the contract took place, for board member/employee who has any relationship with the contracting vendor.
- A draft copy of the related party contract and amendments, as applicable.
- Documentation supporting the method of procurement of the related party contract, for contracts that require competitive selection / procurement process.
- A copy of the board meeting and committee meeting minutes that document the discussion and approval of the related party contract (including the name of the contractor and the value of the contract). The minutes must clearly reflect the verbal disclosure of the conflict during the meeting.

I certify that the information above is true and correct

Signature of Board Chairperson / Vice Chairperson*

Barclay Harless

Print Name

Date

* Must be certified and attested to by the board's Chair or Vice Chair.

Recommendation 2:**Related Party Individual Training Accounts****Evera Health Institute for an estimated Contract value of \$125,000.**

Dr. Rebecca Sarlo has been identified as having a conflict of interest and was notified prior to the meeting.

Dr. Rebecca Sarlo was not present at the meeting.

Necessary related forms have been completed - Form 8B and Exhibits C & D

Motion:

To approve to execute the ITA Agreement with Evera Health for the period 7/01/2026 to 6/30/2027, contingent on approval of FloridaCommerce.

Motion moved by Michael Jalazo and motion seconded by Commissioner Latvala.

Motion carried.

**EXHIBIT D
DISCLOSURE AND CERTIFICATION OF
CONFLICT OF INTEREST IN A CONTRACT**

I, Dr. Rebecca Sarlo, a board member of an employee of the board (circle one) hereby disclose that I, myself / my employee / my business / my organization / OR "Other" (describe) _____ (circle one or more) could benefit financially from the contract described below:

Local Workforce Development Board: CareerSource Tampa Bay - Region 28
Contractor Name & Address: 14106 58th St. N, Clearwater, FL 33760
Contractor Contact Phone Number: (727) 824-8181
Description or Nature of Contract: ITA Training Provider Agreement
Description of Financial Benefit*: Employee of organization

For purposes of the above contract the following disclosures are made: The contractor's principals**/owners***: (check one)

☒ have no relative who is a member of the board or an employee of the board, OR
☐ have a relative who is a member of the board or an employee of the board, whose name is: _____

The contractor's principals**/owners*** ☒ is ☐ is not (check one) a member of the board. If applicable, the principal's/owner's name is: Dr. Rebecca Sarlo

Rebecca Sarlo, Ph.D.
Signature of Board Member/Employee

Dr. Rebecca Sarlo
Print Name

04/29/2026

Date

* "Benefit financially from a contract" means the special private financial gain to a member, a special private financial gain to any principal which retains the member, the special private financial gain of the parent organization or subsidiary of a corporate principal which retains the member or the special private financial gain to any member's relatives or business associate or to a board employee and such benefit is not remote or speculative.
** "Principal" means an owner or high-level management employee with decision-making authority.
*** "Owner" means a person having any ownership interest in the contractor.

NOTICE: CONFLICTS OF INTEREST REGARDING BOARD MEMBERS AND BOARD EMPLOYEES MUST BE DISCLOSED PRIOR TO THE BOARD'S DISCUSSION OR VOTING TO APPROVE THE CONTRACT. BOARD MEMBERS WHO BENEFIT FINANCIALLY OR BOARD MEMBERS OR EMPLOYEES OF THE BOARD WHO HAVE A RELATIONSHIP WITH THE CONTRACTING VENDOR MUST ABSTAIN FROM VOTING DURING THE PERIOD OF TIME THE VOTES ARE CAST, AND THE CONTRACT MUST BE APPROVED BY A TWO-THIRDS VOTE OF THE BOARD WHEN A QUORUM HAS BEEN ESTABLISHED. COMPLETION OF THIS FORM DOES NOT IN ANY WAY SUPERSEDE OR SUBSTITUTE FOR COMPLIANCE WITH CONFLICT OF INTEREST DISCLOSURE REQUIREMENTS OF SECTION 112.3143, FLORIDA STATUTES, OR SECTION 101(6), WIOA.

**FORM 8B MEMORANDUM OF VOTING CONFLICT FOR
COUNTY, MUNICIPAL, AND OTHER LOCAL PUBLIC OFFICERS**

LAST NAME—FIRST NAME—MIDDLE NAME <u>Sarlo, Rebecca</u>		NAME OF BOARD, COUNCIL, COMMISSION, AUTHORITY OR COMMITTEE <u>CareerSource Tampa Bay Workforce Board</u>	
MAILING ADDRESS <u>4350 W. Cypress Street Suite 850 Hillsborough</u>		THE BOARD, COUNCIL, COMMISSION, AUTHORITY OR COMMITTEE ON WHICH I SERVE IS A UNIT OF: ☐ CITY ☒ COUNTY ☐ OTHER LOCAL AGENCY	
CITY <u>Tampa, Florida 33607</u>		NAME OF POLITICAL SUBDIVISION <u>Hillsborough and Pinellas County</u>	
DATE ON WHICH VOTE OCCURRED <u>05/28/26</u>		MY POSITION IS: ☐ ELECTIVE ☒ APPOINTEE	

WHO MUST FILE FORM 8B

This form is for use by any person serving at the county, city, or other local level of government on an appointed or elected board, council, commission, authority, or committee. It applies to members of advisory and non-advisory bodies who are presented with a voting conflict of interest under Section 112.3143, Florida Statutes.

Your responsibilities under the law when faced with voting on a measure in which you have a conflict of interest will vary greatly depending on whether you hold an elective or appointive position. For this reason, please pay close attention to the instructions on this form before completing and filing the form.

INSTRUCTIONS FOR COMPLIANCE WITH SECTION 112.3143, FLORIDA STATUTES

A person holding elective or appointive county, municipal, or other local public office MUST ABSTAIN from voting on a measure which would inure to his or her special private gain or loss. Each elected or appointed local officer also MUST ABSTAIN from knowingly voting on a measure which would inure to the special gain or loss of a principal (other than a government agency) by whom he or she is retained (including the parent, subsidiary, or sibling organization of a principal by which he or she is retained) to the special private gain or loss of a relative, or to the special private gain or loss of a business associate. Commissioners of community redevelopment agencies (CRAs) under Sec. 163.256 or 163.257, F.S., and officers of independent special tax districts elected on a one-acre, one-vote basis are not prohibited from voting in that capacity.

For purposes of this law, a "relative" includes only the officer's father, mother, son, daughter, husband, wife, brother, sister, father-in-law, mother-in-law, son-in-law, and daughter-in-law. A "business associate" means any person or entity engaged in or carrying on a business enterprise with the officer as a partner, joint venturer, coowner of property, or corporate shareholder (where the shares of the corporation are not listed on any national or regional stock exchange).

ELECTED OFFICERS:

In addition to abstaining from voting in the situations described above, you must disclose the conflict:

PRIOR TO THE VOTE BEING TAKEN by publicly stating to the assembly the nature of your interest in the measure on which you are abstaining from voting; and

WITHIN 15 DAYS AFTER THE VOTE OCCURS by completing and filing this form with the person responsible for recording the minutes of the meeting, who should incorporate the form in the minutes.

APPOINTED OFFICERS:

Although you must abstain from voting in the situations described above, you are not prohibited by Section 112.3143 from otherwise participating in these matters. However, you must disclose the nature of the conflict before making any attempt to influence the decision, whether orally or in writing and whether made by you or at your direction.

IF YOU INTEND TO MAKE ANY ATTEMPT TO INFLUENCE THE DECISION PRIOR TO THE MEETING AT WHICH THE VOTE WILL BE TAKEN:

• You must complete and file this form (before making any attempt to influence the decision) with the person responsible for recording the minutes of the meeting, who will incorporate the form in the minutes. (Continued on page 2)

APPOINTED OFFICERS (continued)

- A copy of the form must be provided immediately to the other members of the agency.
- The form must be read publicly at the next meeting after the form is filed.

IF YOU MAKE NO ATTEMPT TO INFLUENCE THE DECISION EXCEPT BY DISCUSSION AT THE MEETING:

- You must disclose orally the nature of your conflict in the measure before participating.
- You must complete the form and file it within 15 days after the vote occurs with the person responsible for recording the minutes of the meeting, who must incorporate the form in the minutes. A copy of the form must be provided immediately to the other members of the agency, and the form must be read publicly at the next meeting after the form is filed.

DISCLOSURE OF LOCAL OFFICER'S INTEREST

I, Dr. Rebecca Sarlo, hereby disclose that on May 28th, 2026:

(a) A measure came or will come before my agency which (check one or more)

- ☐ inured to my special private gain or loss;
- ☐ inured to the special gain or loss of my business associate;
- ☐ inured to the special gain or loss of my relative;
- ☒ inured to the special gain or loss of Evvara Health Institute, by whom I am retained; or
- ☐ inured to the special gain or loss of _____, which is the parent subsidiary, or sibling organization or subsidiary of a principal which has retained me;

(b) The measure before my agency and the nature of my conflicting interest in the measure is as follows:

Related party contract votes for Individual Training Accounts (ITA) Agreement with Evvara Health Institute.

If disclosure of specific information would violate confidentiality or privilege pursuant to law or rules governing attorneys, a public officer, who is also an attorney, may comply with the disclosure requirements of this section by disclosing the nature of the interest in such a way as to provide the public with notice of the conflict.

04/29/2026

Date Filed

Rebecca Sarlo, Ph.D.
Signature

NOTICE: UNDER PROVISIONS OF FLORIDA STATUTES §112.317, A FAILURE TO MAKE ANY REQUIRED DISCLOSURE CONSTITUTES GROUNDS FOR AND MAY BE PUNISHED BY ONE OR MORE OF THE FOLLOWING: IMPEACHMENT, REMOVAL, OR SUSPENSION FROM OFFICE OR EMPLOYMENT, DEMOTION, REDUCTION IN SALARY, REPRIMAND, OR A CIVIL PENALTY NOT TO EXCEED \$10,000.

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**EXHIBIT C
CONTRACT INFORMATION FORM**

This form is to disclose a conflict or potential conflict and to seek approval of a contract involving a conflict or potential conflict of interest of board members or employees. All requested information is required. Failure to provide complete information may result in disapproval of the contract.

I, Barclay Harless, hereby certify the following information regarding a contract that was approved by a two-thirds (2/3) vote of a quorum of CareerSource Tampa Bay (CSTB) and will be executed and implemented immediately after receiving the State's approval in compliance with section 445.007(1), Florida Statutes.

Identification of all parties to the contract: CSTB & Evvara Health Institute
Contractor Name & Address: Evvara Health Institute, 14106 58th Street North, Clearwater, FL 33760
Contractor Contact Phone Number: (727) 824-8181
Contract Number or Other Identifying Information, if any: 62026-ITA-005
Contract Term: 07/01/2026-06/30/2027
Value of the Contract with no extensions or renewals exercised: \$125,000
Value of the Contract with all extensions and renewals exercised: N/A
Description of goods and/or services to be provided under the Contract: ITA Training Provider Agreement
Method of procurement for the contracted goods and/or services, if applicable:
Current approved training provider on the state and local ETP.
Name of board member or employee whose conflict of interest required the board's approval of the contract by two-thirds (2/3) vote: Dr. Rebecca Sarlo

The nature of the conflicting interest in the contract: Employee of the organization

The board member or employee with the conflict of interest ☐ did ☐ did not (check one) attend the meeting(s), including subcommittee meetings, at which the board discussed or voted to approve the contract. **If the board member or employee with the conflict of interest attended the meeting(s), including subcommittee meetings, at which the board discussed or voted on the contract, the board member or employee abstained from voting.**

I further attest that the following is being provided with this form:

- a. A certified board membership roster listing all members on the board at the time of the vote on the approval of the contract with a vote tally indicating attendance or absence at the meeting(s), including subcommittee meetings, and for those in attendance, the affirmative and negative votes and abstentions for each member.
- b. Consistent with the procedures outlined in section 112.3143, Florida Statutes, the dated and executed conflict of interest form that was submitted at or before the board meeting(s) in which a vote related to the contract took place, for board member/employee who has any relationship with the contracting vendor.
- c. A draft copy of the related party contract and amendments, as applicable.
- d. Documentation supporting the method of procurement of the related party contract, for contracts that require competitive selection / procurement process.
- e. A copy of the board meeting and committee meeting minutes that document the discussion and approval of the related party contract (including the name of the contractor and the value of the contract). The minutes must clearly reflect the verbal disclosure of the conflict during the meeting.

I certify that the information above is true and correct.

Signature of Board Chairperson / Vice Chairperson*

Barclay Harless
Print Name

Date

* Must be certified and attested to by the board's Chair or Vice Chair.

2. Lease Agreement

Related Party Lease Agreement:

Pinellas County Schools for an estimated Contract value of \$826,875.

Dr. Dywayne Hinds, Sr. has been identified as having a conflict of interest and was notified prior to the meeting.

Dr. Dywayne Hinds, Sr., verbally abstained from the vote.

Necessary related forms have been completed - Form 8B and Exhibits C & D

Motion:

To approve to execute Lease agreement with Pinellas County Schools for 5-year period ending March 22, 2031, contingent on FloridaCommerce approval.

Motion moved by David Fetkenher and motion seconded by Don Blair. Motion carried.

EXHIBIT D
DISCLOSURE AND CERTIFICATION OF
CONFLICT OF INTEREST IN A CONTRACT

I, Dr. Dywayne B. Hinds, Sr., a board member of an employee of the board (circle one) hereby disclose that I, myself / my employee / my business / my organization / OR "Other" (describe) _____ (circle one or more) could benefit financially from the contract described below:

Local Workforce Development Board: CareerSource Tampa Bay - Region 15
Contractor Name & Address: Pinellas County Schools - 301 Fourth Street, SW, Largo, FL 33779
Contractor Contact Phone Number: (727) 588-5020
Description or Nature of Contract: Lease for American Job Center located at 3420 8th Ave S, St. Petersburg, FL 33711
Description of Financial Benefit*: Employee of organization

For purposes of the above contract the following disclosures are made: The contractor's principals**/owners***: (check one)
☒ have no relative who is a member of the board or an employee of the board, OR
☐ have a relative who is a member of the board or an employee of the board, whose name is: _____

The contractor's principals**/owners*** ☒ is ☐ is not (check one) a member of the board. If applicable, the principal's/owner's name is: Dr. Dywayne B. Hinds, Sr.

Dr. Dywayne B. Hinds, Sr.
Signature of Board Member/Employee

Dr. Dywayne B. Hinds, Sr.
Print Name
04/29/2026
Date

* "Benefit financially from a contract" means the special private financial gain to a member, a special private financial gain to any principal which retains the member, the special private financial gain of the parent organization or subsidiary of a corporate principal which retains the member or the special private financial gain to any member's relatives or business associate or to a board employee and such benefit is not remote or speculative.
** "Principal" means an owner or high-level management employee with decision-making authority.
*** "Owner" means a person having any ownership interest in the contractor.

NOTICE: CONFLICTS OF INTEREST REGARDING BOARD MEMBERS AND BOARD EMPLOYEES MUST BE DISCLOSED PRIOR TO THE BOARD'S DISCUSSION OR VOTING TO APPROVE THE CONTRACT. BOARD MEMBERS WHO BENEFIT FINANCIALLY OR BOARD MEMBERS OR EMPLOYEES OF THE BOARD WHO HAVE A RELATIONSHIP WITH THE CONTRACTING VENDOR MUST ABSTAIN FROM VOTING DURING THE PERIOD OF TIME THE VOTES ARE CAST, AND THE CONTRACT MUST BE APPROVED BY A TWO-THIRDS VOTE OF THE BOARD WHEN A QUORUM HAS BEEN ESTABLISHED. COMPLETION OF THIS FORM DOES NOT IN ANY WAY SUPERSEDE OR SUBSTITUTE FOR COMPLIANCE WITH CONFLICT OF INTEREST DISCLOSURE REQUIREMENTS OF SECTION 112.3143, FLORIDA STATUTES, OR SECTION 101(9), WIOA.

FORM 8B MEMORANDUM OF VOTING CONFLICT FOR
COUNTY, MUNICIPAL, AND OTHER LOCAL PUBLIC OFFICERS

LAST NAME - FIRST NAME - MIDDLE NAME <u>Hinds, Sr., Dywayne B.</u>	NAME OF BOARD, COUNCIL, COMMISSION, AUTHORITY, OR COMMITTEE <u>CareerSource Tampa Bay Workforce Board</u>
MAILING ADDRESS <u>4350 W. Cypress Street Suite 850 Hillsborough</u>	THE BOARD, COUNCIL, COMMISSION, AUTHORITY OR COMMITTEE ON WHICH I SERVE IS A UNIT OF: ☐ CITY ☒ COUNTY ☐ OTHER LOCAL AGENCY
CITY <u>Tampa, Florida 33607</u>	NAME OF POLITICAL SUBDIVISION <u>Hillsborough and Pinellas County</u>
DATE ON WHICH VOTE OCCURRED <u>05/28/26</u>	MY POSITION IS: ☐ ELECTIVE ☒ APPOINTIVE

WHO MUST FILE FORM 8B

This form is for use by any person serving at the county, city, or other local level of government on an appointed or elected board, council, commission, authority, or committee. It applies to members of advisory and non-advisory bodies who are presented with a voting conflict of interest under Section 112.3143, Florida Statutes.

Your responsibilities under the law when faced with voting on a measure in which you have a conflict of interest will vary greatly depending on whether you hold an elective or appointive position. For this reason, please pay close attention to the instructions on this form before completing and filing the form.

INSTRUCTIONS FOR COMPLIANCE WITH SECTION 112.3143, FLORIDA STATUTES

A person holding elective or appointive county, municipal, or other local public office MUST ABSTAIN from voting on a measure which would inure to his or her special private gain or loss. Each elected or appointed local officer also MUST ABSTAIN from knowingly voting on a measure which would inure to the special gain or loss of a principal (other than a government agency) by whom he or she is retained (including the parent, subsidiary, or sibling organization of a principal by which he or she is retained); to the special private gain or loss of a relative; or to the special private gain or loss of a business associate. Commissioners of community redevelopment agencies (CRAs) under Sec. 163.356 or 163.357, F.S., and officers of independent special tax districts elected on a one-acre, one-vote basis are not prohibited from voting in that capacity.

For purposes of this law, a "relative" includes only the officer's father, mother, son, daughter, husband, wife, brother, sister, father-in-law, mother-in-law, son-in-law, and daughter-in-law. A "business associate" means any person or entity engaged in or carrying on a business enterprise with the officer as a partner, joint venturer, coowner of property, or corporate shareholder (where the shares of the corporation are not listed on any national or regional stock exchange).

ELECTED OFFICERS:

In addition to abstaining from voting in the situations described above, you must disclose the conflict:

PRIOR TO THE VOTE BEING TAKEN by publicly stating to the assembly the nature of your interest in the measure on which you are abstaining from voting; and

WITHIN 15 DAYS AFTER THE VOTE OCCURS by completing and filing this form with the person responsible for recording the minutes of the meeting, who should incorporate the form in the minutes.

APPOINTED OFFICERS:

Although you must abstain from voting in the situations described above, you are not prohibited by Section 112.3143 from otherwise participating in these matters. However, you must disclose the nature of the conflict before making any attempt to influence the decision, whether orally or in writing and whether made by you or at your direction.

IF YOU INTEND TO MAKE ANY ATTEMPT TO INFLUENCE THE DECISION PRIOR TO THE MEETING AT WHICH THE VOTE WILL BE TAKEN:

- You must complete and file this form (before making any attempt to influence the decision) with the person responsible for recording the minutes of the meeting, who will incorporate the form in the minutes. (Continued on page 2)

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APPOINTED OFFICERS (continued)

- A copy of the form must be provided immediately to the other members of the agency.
- The form must be read publicly at the next meeting after the form is filed.

IF YOU MAKE NO ATTEMPT TO INFLUENCE THE DECISION EXCEPT BY DISCUSSION AT THE MEETING:

- You must disclose orally the nature of your conflict in the measure before participating.
- You must complete the form and file it within 15 days after the vote occurs with the person responsible for recording the minutes of the meeting, who must incorporate the form in the minutes. A copy of the form must be provided immediately to the other members of the agency, and the form must be read publicly at the next meeting after the form is filed.

DISCLOSURE OF LOCAL OFFICER'S INTEREST

I, Dr. Dwayne B. Hinds, Sr., hereby disclose that on May 28th, 2026:

(a) A measure came or will come before my agency which (check one or more)

- ☐ Inured to my special private gain or loss;
- ☐ Inured to the special gain or loss of my business associate;
- ☐ Inured to the special gain or loss of my relative;
- ☒ Inured to the special gain or loss of Pinellas County Schools, by whom I am retained; or
- ☐ Inured to the special gain or loss of _____, which is the parent subsidiary, or sibling organization or subsidiary of a principal which has retained me.

(b) The measure before my agency and the nature of my conflicting interest in the measure is as follows:

Related party contract votes for Lease Agreement with Pinellas County Schools for premises located at 3420 8th Ave South, St. Petersburg, FL 33711.

If disclosure of specific information would violate confidentiality or privilege pursuant to law or rules governing attorneys, a public officer, who is also an attorney, may comply with the disclosure requirements of this section by disclosing the nature of the interest in such a way as to provide the public with notice of the conflict.

04/29/2026

Date Filed

Dr. Dwayne B. Hinds, Sr.

NOTICE: UNDER PROVISIONS OF FLORIDA STATUTES §112.317, A FAILURE TO MAKE ANY REQUIRED DISCLOSURE CONSTITUTES GROUNDS FOR AND MAY BE PUNISHED BY ONE OR MORE OF THE FOLLOWING: IMPEACHMENT, REMOVAL OR SUSPENSION FROM OFFICE OR EMPLOYMENT, DEMOTION, REDUCTION IN SALARY, REPRIMAND, OR A CIVIL PENALTY NOT TO EXCEED \$10,000.

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Adopted by reference in Rule 34-7.010(1)(b), F.A.C.

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**EXHIBIT C
CONTRACT INFORMATION FORM**

This form is to disclose a conflict or potential conflict and to seek approval of a contract involving a conflict or potential conflict of interest of board members or employees. All requested information is required. Failure to provide complete information may result in disapproval of the contract.

I, Barclay Harless, hereby certify the following information regarding a contract that was approved by a two-thirds (2/3) vote of a quorum of CareerSource Tampa Bay (CSTB) and will be executed and implemented immediately after receiving the State's approval in compliance with section 445.007(11), Florida Statutes.

Identification of all parties to the contract: CSTB & Pinellas County Schools
 Contractor Name & Address: Pinellas County Schools, 301 Fourth Street, SW, Largo, FL 33779
 Contractor Contact Phone Number: (727) 588-5020
 Contract Number or Other Identifying Information, if any: NA
 Contract Term: 03/23/26-03/22/31
 Value of the Contract with no extensions or renewals exercised: \$165,375 (yr 1)
 Value of the Contract with all extensions and renewals exercised: \$26,875
 Description of goods and/or services to be provided under the Contract: Lease for American Job Center
 Method of procurement for the contracted goods and/or services, if applicable: Leases with institutions are necessary to cost effectively deliver services within the community.
 Name of board member or employee whose conflict of interest required the board's approval of the contract by two-thirds (2/3) vote: Dr. Dwayne B. Hinds, Sr.

The nature of the conflicting interest in the contract: Employee of the organization

The board member or employee with the conflict of interest ☐ did ☐ did not (check one) attend the meeting(s), including subcommittee meetings, at which the board discussed or voted to approve the contract. **If the board member or employee with the conflict of interest attended the meeting(s), including subcommittee meetings, at which the board discussed or voted on the contract, the board member or employee abstained from voting.**

I further attest that the following is being provided with this form:

- a. A certified board membership roster listing all members on the board at the time of the vote on the approval of the contract with a vote tally indicating attendance or absence at the meeting(s), including subcommittee meetings, and for those in attendance, the affirmative and negative votes and abstentions for each member.
- b. Consistent with the procedures outlined in section 112.3143, Florida Statutes, the dated and executed conflict of interest form that was submitted at or before the board meeting(s) in which a vote related to the contract took place, for board member/employee who has any relationship with the contracting vendor.
- c. A draft copy of the related party contract and amendments, as applicable.
- d. Documentation supporting the method of procurement of the related party contract, for contracts that require competitive selection / procurement process.
- e. A copy of the board meeting and committee meeting minutes that document the discussion and approval of the related party contract (including the name of the contractor and the value of the contract). The minutes must clearly reflect the verbal disclosure of the conflict during the meeting.

I certify that the information above is true and correct.

Signature of Board Chairperson / Vice Chairperson*

Barclay Harless

Print Name

Date

* Must be certified and attested to by the board's Chair or Vice Chair.

3. Memorandum of Understandings**Related Party Memorandum of Understandings**

Enterprising Latinas, Inc. for an estimated Contract value of \$15,000.

Elizabeth Gutierrez has been identified as having a conflict of interest and was notified prior to the meeting.

Elizabeth Gutierrez was not present at the meeting.

Necessary related forms have been completed - Form 8B and Exhibits C & D

Motion:

To approve to execute MOU with Enterprising Latinas for the period 7/01/2026 to 6/30/2027, contingent on approval of FloridaCommerce.

Motion moved by Gary Hartfield and motion seconded by Esther Sanni. Motion carried.

**EXHIBIT D
DISCLOSURE AND CERTIFICATION OF
CONFLICT OF INTEREST IN A CONTRACT**

I, Elizabeth Gutierrez, a board member of an employee of the board (circle one) hereby disclose that I, myself /my employer/ my business /my organization/ OR "Other" (describe) _____ (circle one or more) could benefit financially from the contract described below:

Local Workforce Development Board: CareerSource Tampa Bay - Region 28

Contractor Name & Address: Enterprising Latinas, Inc. - 5128 S.R. 674, Wimauma, FL, 33598

Contractor Contact Phone Number: 813-325-8073

Description of Nature of Contract: Workforce Services

Description of Financial Benefit*: Employee of organization

For purposes of the above contract the following disclosures are made: The contractor's principals**/owners***: (check one)

☒ have no relative who is a member of the board or an employee of the board, OR

☐ have a relative who is a member of the board or an employee of the board, whose name is: _____

The contractor's principals**/owners*** ☒ is ☐ is not (check one) a member of the board. If applicable, the principal's/owner's name is: Elizabeth Gutierrez

Elizabeth Gutierrez
Signature of Board Member/Employee

Elizabeth Gutierrez

Print Name

05/08/2026

Date

* "Benefit financially from a contract" means the special private financial gain to a member, a special private financial gain to any principal which retains the member, the special private financial gain of the parent organization or subsidiary of a corporate principal which retains the member or the special private financial gain to any member's relatives or business associate or to a board employee and such benefit is not remote or speculative.

** "Principal" means an owner or high-level management employee with decision-making authority.

*** "Owner" means a person having any ownership interest in the contractor.

NOTICE: CONFLICTS OF INTEREST REGARDING BOARD MEMBERS AND BOARD EMPLOYEES MUST BE DISCLOSED PRIOR TO THE BOARD'S DISCUSSION OR VOTING TO APPROVE THE CONTRACT. BOARD MEMBERS WHO BENEFIT FINANCIALLY OR BOARD MEMBERS OR EMPLOYEES OF THE BOARD WHO HAVE A RELATIONSHIP WITH THE CONTRACTING VENDOR MUST ABSTAIN FROM VOTING DURING THE PERIOD OF TIME THE VOTES ARE CAST, AND THE CONTRACT MUST BE APPROVED BY A TWO-THIRDS VOTE OF THE BOARD WHEN A QUORUM HAS BEEN ESTABLISHED. COMPLETION OF THIS FORM DOES NOT IN ANY WAY SUPERSEDE OR SUBSTITUTE FOR COMPLIANCE WITH CONFLICT OF INTEREST DISCLOSURE REQUIREMENTS OF SECTION 112.3143, FLORIDA STATUTES, OR SECTION 101(0), WIOA.

APPOINTED OFFICERS (continued)

• A copy of the form must be provided immediately to the other members of the agency.

• The form must be read publicly at the next meeting after the form is filed.

IF YOU MAKE NO ATTEMPT TO INFLUENCE THE DECISION EXCEPT BY DISCUSSION AT THE MEETING:

• You must disclose orally the nature of your conflict in the measure before participating.

• You must complete the form and file it within 15 days after the vote occurs with the person responsible for recording the minutes of the meeting, who must incorporate the form in the minutes. A copy of the form must be provided immediately to the other members of the agency, and the form must be read publicly at the next meeting after the form is filed.

DISCLOSURE OF LOCAL OFFICER'S INTEREST

I, Elizabeth Gutierrez, hereby disclose that on May 28th, 2026:

(a) A measure came or will come before my agency which (check one or more):

- ☐ Inured to my special private gain or loss;
- ☐ Inured to the special gain or loss of my business associate;
- ☐ Inured to the special gain or loss of my relative;
- ☒ Inured to the special gain or loss of Enterprising Latinas, Inc., by whom I am retained; or
- ☐ Inured to the special gain or loss of _____, which is the parent subsidiary, or sibling organization or subsidiary of a principal which has retained me,

(b) The measure before my agency and the nature of my conflicting interest in the measure is as follows:

Related party contract votes for MOU with Enterprising Latinas, Inc.

If disclosure of specific information would violate confidentiality or privilege pursuant to law or rules governing attorneys, a public officer, who is also an attorney, may comply with the disclosure requirements of this section by disclosing the nature of the interest in such a way as to provide the public with notice of the conflict.

05/08/2026

Date Filed

Elizabeth Gutierrez
Signature

NOTICE: UNDER PROVISIONS OF FLORIDA STATUTES §112.317, A FAILURE TO MAKE ANY REQUIRED DISCLOSURE CONSTITUTES GROUNDS FOR AND MAY BE PUNISHED BY ONE OR MORE OF THE FOLLOWING: IMPEACHMENT, REMOVAL OR SUSPENSION FROM OFFICE OR EMPLOYMENT, DEMOTION, REDUCTION IN SALARY, REPRIMAND, OR A CIVIL PENALTY NOT TO EXCEED \$10,000.

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**FORM 8B MEMORANDUM OF VOTING CONFLICT FOR
COUNTY, MUNICIPAL, AND OTHER LOCAL PUBLIC OFFICERS**

LAST NAME—FIRST NAME—MIDDLE NAME <u>Gutierrez, Elizabeth</u>		NAME OF BOARD, COUNCIL, COMMISSION, AUTHORITY, OR COMMITTEE <u>CareerSource Tampa Bay Workforce Board</u>
MAILING ADDRESS <u>4350 W. Cypress Street Suite 850 Hillsborough</u>		THE BOARD, COUNCIL, COMMISSION, AUTHORITY OR COMMITTEE ON WHICH I SERVE IS A UNIT OF:
CITY <u>Tampa, Florida 33607</u>	COUNTY	☐ CITY ☐ COUNTY ☐ OTHER LOCAL AGENCY
DATE ON WHICH VOTE OCCURRED <u>05/28/2026</u>		NAME OF POLITICAL SUBDIVISION <u>Hillsborough and Pinellas County</u>
		MY POSITION IS ☐ ELECTIVE ☒ APPOINTIVE

WHO MUST FILE FORM 8B

This form is for use by any person serving at the county, city, or other local level of government on an appointed or elected board, council, commission, authority, or committee. It applies to members of advisory and non-advisory bodies who are presented with a voting conflict of interest under Section 112.3143, Florida Statutes.

Your responsibilities under the law when faced with voting on a measure in which you have a conflict of interest will vary greatly depending on whether you hold an elective or appointive position. For this reason, please pay close attention to the instructions on this form before completing and filing the form.

INSTRUCTIONS FOR COMPLIANCE WITH SECTION 112.3143, FLORIDA STATUTES

A person holding elective or appointive county, municipal, or other local public office MUST ABSTAIN from voting on a measure which would inure to his or her special private gain or loss. Each elected or appointed local officer also MUST ABSTAIN from knowingly voting on a measure which would inure to the special gain or loss of a principal (other than a government agency) by whom he or she is retained (including the parent, subsidiary, or sibling organization of a principal by which he or she is retained); to the special private gain or loss of a relative; or to the special private gain or loss of a business associate, Commissioners of community redevelopment agencies (CRAAs) under Sec. 163.356 or 163.357, F.S., and officers of independent special tax districts elected on a one-acre, one-vote basis are not prohibited from voting in that capacity.

For purposes of this law, a "relative" includes only the officer's father, mother, son, daughter, husband, wife, brother, sister, father-in-law, mother-in-law, son-in-law, and daughter-in-law. A "business associate" means any person or entity engaged in or carrying on a business enterprise with the officer as a partner, joint venturer, coowner of property, or corporate shareholder (where the shares of the corporation are not listed on any national or regional stock exchange).

ELECTED OFFICERS:

In addition to abstaining from voting in the situations described above, you must disclose the conflict:

PRIOR TO THE VOTE BEING TAKEN by publicly stating to the assembly the nature of your interest in the measure on which you are abstaining from voting; and

WITHIN 15 DAYS AFTER THE VOTE OCCURS by completing and filing this form with the person responsible for recording the minutes of the meeting, who should incorporate the form in the minutes.

APPOINTED OFFICERS:

Although you must abstain from voting in the situations described above, you are not prohibited by Section 112.3143 from otherwise participating in these matters. However, you must disclose the nature of the conflict before making any attempt to influence the decision, whether orally or in writing and whether made by you or at your direction.

IF YOU INTEND TO MAKE ANY ATTEMPT TO INFLUENCE THE DECISION PRIOR TO THE MEETING AT WHICH THE VOTE WILL BE TAKEN:

- You must complete and file this form (before making any attempt to influence the decision) with the person responsible for recording the minutes of the meeting, who will incorporate the form in the minutes. (Continued on page 2)

**EXHIBIT C
CONTRACT INFORMATION FORM**

This form is to disclose a conflict or potential conflict and to seek approval of a contract involving a conflict or potential conflict of interest of board members or employees. All requested information is required. Failure to provide complete information may result in disapproval of the contract.

I, Barclay Harless, hereby certify the following information regarding a contract that was approved by a two-thirds (2/3) vote of a quorum of CareerSource Tampa Bay (CSTB) and will be executed and implemented immediately after receiving the State's approval in compliance with section 445.007(11), Florida Statutes.

Identification of all parties to the contract: Enterprising Latinas and CSTB
Contractor Name & Address: Enterprising Latinas - 5128 S.R. 674, Wimauma, FL 33598
Contractor Contact Phone Number: (813) 325-8073
Contract Number or Other Identifying Information, if any:
Contract Term: 7/1/2026-6/30/2027
Value of the Contract with no extensions or renewals exercised: \$15,000
Value of the Contract with all extensions and renewals exercised: N/A
Description of goods and/or services to be provided under the Contract: Workforce Services
Method of procurement for the contracted goods and/or services, if applicable:
Strategic decision made by CSTB to provide workforce services at Partner location aimed to assist low and moderate income residents of Wimauma, Florida.
Name of board member or employee whose conflict of interest required the board's approval of the contract by two-thirds (2/3) vote: Elizabeth Gutierrez

The nature of the conflicting interest in the contract: Employee of the organization

The board member or employee with the conflict of interest ☐ did ☐ did not (check one) attend the meeting(s), including subcommittee meetings, at which the board discussed or voted to approve the contract. If the board member or employee with the conflict of interest attended the meeting(s), including subcommittee meetings, at which the board discussed or voted on the contract, the board member or employee abstained from voting.

I further attest that the following is being provided with this form:

- a. A certified board membership roster listing all members on the board at the time of the vote on the approval of the contract with a vote tally indicating attendance or absence at the meeting(s), including subcommittee meetings, and for those in attendance, the affirmative and negative votes and abstentions for each member.
- b. Consistent with the procedures outlined in section 112.3143, Florida Statutes, the dated and executed conflict of interest form that was submitted at or before the board meeting(s) in which a vote related to the contract took place, for board member/employee who has any relationship with the contracting vendor.
- c. A draft copy of the related party contract and amendments, as applicable.
- d. Documentation supporting the method of procurement of the related party contract, for contracts that require competitive selection / procurement process.
- e. A copy of the board meeting and committee meeting minutes that document the discussion and approval of the related party contract (including the name of the contractor and the value of the contract). The minutes must clearly reflect the verbal disclosure of the conflict during the meeting.

I certify that the information above is true and correct.

Signature of Board Chairperson / Vice Chairperson*

Barclay Harless

Print Name

Date

* Must be certified and attested to by the board's Chair or Vice Chair.

B. General Counsel Renewal (Presenter: Keidrian Kunkel)

Motion:

To approve the renewal of GrayRobinson as legal counsel for the term July 1, 2026, through June 30, 2027.

Motion moved by Michael Jalazo and motion seconded by Gary Hartfield. Motion carried.

C. PY 2026-2027 Board and Committee Calendar (Presenter: Keidrian Kunkel)

Board and committee meetings will be held quarterly, with Board meetings alternating between Hillsborough and Pinellas County. The PY2026–2027 schedule was presented, with some locations still to be confirmed based on partner site availability.

Motion:

To approve the PY 2026-2027 Board and Committee Meeting Schedule.

Motion moved by Don Blair and motion seconded by Mitch Allen. Motion carried.

D. Schedule of Operations (Presenters: April Torregiante)

Motion:

To approve the CareerSource Tampa Bay PY2026–2027 Schedule of Operations.

Motion moved by Kenny Wooton and motion seconded by Mercedes Young. Motion carried.

E. Amended & Restated Services Agreement between the Consortium & CSTB (Presenters: Anna Munro)

Motion:

To approve the draft Amended and Restated Services Agreement for final approval by the Hillsborough Pinellas Workforce Development Consortium

Motion moved by Mitch Allen and motion seconded by Esther Sanni. Motion carried.

F. Executive Committee

1. Action Item

a. CEO Performance Evaluation: January 2025 to January 2026 (Presenter: Barclay Harless)

- The Board conducted the CEO performance evaluation for the period January 2025 through January 2026. The Executive Committee summarized the annual review process, noting the absence of formally established goals at onboarding and the use of KPIs and committee input to evaluate performance across key categories.

- Members of the Board expressed unanimous support, commending the CEO's leadership, organizational stabilization, improved community engagement, strengthened partnerships, and positive cultural impact within the organization and region.

Motion:

To approve the CEO Performance Evaluation for the period January 2025 through January 2026.

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

G. Finance Audit Committee (Presenters: Sheila Doyle)

1. Action Item

a. 2026 – 2027 Planning Budget (Presenter: Sheila Doyle)

- The FY2026–2027 planning budget was presented as a preliminary estimate based on projected revenues and expenditures pending final state allocations.
- Revenues were projected at approximately \$28.1M, a slight decrease from the prior year due to anticipated lower carry-forward funds and uncertain WIOA set-aside funding, partially offset by new grant funding (including Wells Fargo and St. Pete Works EDGE).
- Expenditure remains consistent, with ~80% allocated to staffing and participant services and ~20% to operational costs.
- Final adjustments will be made through budget modification once state allocations and grant awards are fully confirmed.

Motion:

To approve the FY2027 Planning Budget in order to provide to the Hillsborough Pinellas Workforce Development Consortium for their approval and allow for required submission to FloridaCommerce for review.

Motion moved by Gary Hartfield and motion seconded by Elizabeth Siplin. Motion carried.

b. WIOA Intertitle Transfer (Presenter: Sheila Doyle)

A WIOA intertitle transfer request was presented to move approximately \$2 million (about 58%) from the Dislocated Worker program to the Adult program to better align funding with anticipated participant demand.

The request provides flexibility to adjust allocations during the program year based on actual service needs and will be submitted to the state for review and action.

Motion:

To approve the funds transfer from Dislocated Worker to Adult as described in the FloridaCommerce Prior Approval Transfer Request Form.

Motion moved by Michael Jalazo and motion seconded by Don Blair. Motion carried.

2. Information Items

a. FloridaCommerce Monitoring for the Year Ending June 30, 2024

Staff reported that the FloridaCommerce's review for the period ending June 30, 2024, resulted in no findings or compliance issues. Board members commended staff for their efforts and recognized the report as evidence of strong financial management and fiscal responsibility.

b. Expenditure Reports for the Period Ending March 31, 2026[

Nothing significance to note.

H. Nominating Committee

1. Action Item

a. PY2026-2027 Board Officers (Presenter: Barclay Harless)

Barclay Harless presented the Nominating Committee recommended slate of officers for Program Year 2026–2027 after reviewing eligibility requirements, leadership experience, organizational commitment, and regional representation.

The proposed slate included Donald Noble as Chair, Elisa Caro as Vice Chair, Don Blair as Treasurer, and Warren Brooks as Secretary.

Motion:

To approve the proposed slate of officers for Program Year 2026-2027.

Chair - Don Noble

Vice-Chair - Elisa Caro

Treasurer - Don Blair

Secretary -Warren "Scott" Brooks

Motion moved by Michael Jalazo and motion seconded by Bob Hyde. Motion carried.

VIII. General Information Items

A. Reach Metric Review PY 25-26 Q2 (Presenter: Chad Kunerth)

The organization maintained a strong B+ grade for Q2, with an improved regional ranking moving from 6th to 5th among peer boards. Overall performance remained stable, with most measures holding steady and only minor fluctuations in a few areas.

B. Programmatic Monitoring Review PY 24-25 (Presenter: Chad Kunerth)

FloridaCommerce completed its review and staff submitted a corrective action plan in response to the findings. No disallowed costs were identified. The organization has strengthened oversight, staffing, and real-time monitoring processes and is awaiting state approval on the response.

IX. Open Discussion

Board members offered closing remarks thanking outgoing members and officers for their service and recognizing those stepping into new roles. Reflections highlighted strong progress over the year, including improved collaboration, regional unity, and continued organizational stability and growth.

The outgoing chair noted the organization's strengthened foundation and encouraged continued engagement beyond meetings and within the broader community.

X. Adjournment

Meeting adjourned at 11:14 a.m.

Minutes submitted by Tammy Stahlgren, Executive Administrative Assistant & Board Liaison.



Consent Agenda Item

2025-2026 Planning Budget Modification #3

Background Information:

Total budgeted revenue increased from \$28,468,982 to \$29,030,032 for an overall increase of \$561,050.

Workforce Innovation & Opportunity Act (WIOA) Programs:

- Decrease in WIOA Sectors – Get There Faster/Veterans of \$25,695. [\(See FN 1\)](#)
- Decrease in WIOA Sectors – Hope Navigator of \$2,957. [\(See FN 1\)](#)
- Increase in WIOA Sectors of Strategic Focus for \$28,652. [\(See FN 1\)](#)

Employment Services:

- Increase in Wagner Peyser of \$200,000. [\(See FN 2\)](#)

Welfare Transition Program:

- Increase in WTP of \$361,050. [\(See FN 3\)](#)

Additionally, there was an increase in expenditures of \$561,050.

Recommendation:

The Finance Audit Committee recommend approval of the adjustment to the revenue budget and resultant modification to the expenditure budget.

Footnotes:

- 1) *Reallocation between sub-categories within the overall WIOA State set-aside funds received due to local area need.*
- 2) *Funds originally budgeted for FY2027 carryforward reallocated to FY2026 budget to meet needs.*
- 3) *Additional funds received from FL Commerce*

2025-2026 Planning Budget
Combined Budgeted Revenue Variances

Funding/Program	Approved Budget Mod #2 FY2025/2026	Budget Mod #3 FY2025/2026	\$ Change	Additional Information
Workforce Innovation & Opportunity Act				
Adult	4,635,859	4,635,859	-	
Dislocated Worker	3,840,508	3,840,508	-	
Total Adult/Dislocated Worker	8,476,367	8,476,367	-	
Youth	2,783,128	2,783,128	-	
Rapid Response	350,000	350,000	-	
Sectors - Get There Faster - Veterans	105,000	79,305	(25,695)	Reallocation of funds between subcategories in NFA
Sectors - Hope Navigator	74,791	71,834	(2,957)	Reallocation of funds between subcategories in NFA
Sectors - Sectors of Strategic Focus	200,000	228,652	28,652	Reallocation of funds between subcategories in NFA
Youth Career Exploration	180,000	180,000	-	
NEG - Hurricane Helene/Milton	1,763,184	1,763,184	-	
NEG - Opioid Recovery	262,154	262,154	-	
Board Consolidation & Realignment	332,158	332,158	-	
Subtotal Workforce Innovation & Opportunity Act	14,526,782	14,526,782	-	
	-	-		
Employment Services				
Wagner Peyser	2,528,371	2,728,371	200,000	Reallocation of FY2027 carryforward amount
Apprenticeship Navigator	80,000	80,000	-	
Hope Navigator	86,778	86,778	-	
Veterans Programs (DVOP/LVER)	450,000	450,000	-	
Supplemental Nutrition Assistance Program (SNAP)	995,173	995,173	-	
Trade Adjustment Assistance Program (TAA)	65,000	65,000	-	
Reemployment Services & Eligibility Assessment (RESEA)	1,635,303	1,635,303	-	
Military Family/Spouse	230,000	230,000	-	
Subtotal Employment Services	6,070,625	6,270,625	200,000	
	-	-		
Welfare Transition Program				
Welfare Transition Program (WTP)	5,876,308	6,237,358	361,050	Additional funds received
Subtotal Welfare Transition Program	5,876,308	6,237,358	361,050	
	-	-		
Direct Grants & Special Projects				
Hillsborough County Re-entry Program	176,711	176,711	-	
Hillsborough County ACE Program	1,101,621	1,101,621	-	
Hillsborough County Sector Strategies Initiative	691,685	691,685	-	
Good Jobs Initiative	25,250	25,250	-	
Subtotal Direct Grants & Special Projects	1,995,267	1,995,267	-	
	-	-		
Total Budgeted Revenues - Combined	28,468,982	29,030,032	561,050	

2025-2026 Planning Budget
Budgeted Revenue Variances
Pinellas County

Funding/Program	Approved Budget Mod #2 FY2025/2026	Budget Mod #3 FY2025/2026	\$ Change
Workforce Innovation & Opportunity Act			
Adult	1,233,657	1,233,657	-
Dislocated Worker	1,709,915	1,709,915	-
Total Adult/Dislocated Worker	2,943,572	2,943,572	-
Youth	649,596	649,596	-
Rapid Response	75,000	75,000	-
Sectors - Get There Faster - Veterans	31,500	18,107	(13,393)
Sectors - Hope Navigator	34,531	28,297	(6,234)
Sectors - Sectors of Strategic Focus	100,000	114,219	14,219
Youth Career Exploration	126,000	126,000	-
NEG - Hurricane Helene/Milton	881,592	881,592	-
NEG - Opioid Recovery	81,812	81,812	-
Subtotal Workforce Innovation & Opportunity Act	4,923,603	4,918,195	(5,408)
Employment Services			
Wagner Peyser	923,524	923,524	-
Apprenticeship Navigator	24,000	24,000	-
Hope Navigator	29,765	29,765	-
Veterans Programs (DVOP/LVER)	200,000	200,000	-
Supplemental Nutrition Assistance Program (SNAP)	286,796	286,796	-
Trade Adjustment Assistance Program (TAA)	25,000	25,000	-
Reemployment Services & Eligibility Assessment (RESEA)	609,738	609,738	-
Subtotal Employment Services	2,098,823	2,098,823	-
Welfare Transition Program			
Welfare Transition Program (WTP)	1,563,762	1,924,812	361,050
Subtotal Welfare Transition Program	1,563,762	1,924,812	361,050
Total Budgeted Revenues - Pinellas County	8,586,188	8,941,830	355,642

2025-2026 Planning Budget
Budgeted Revenue Variances
Hillsborough County

Funding/Program	Approved Budget Mod #2 FY2025/2026	Budget Mod #3 FY2025/2026	\$ Change
Workforce Innovation & Opportunity Act			
Adult	3,402,202	3,402,202	-
Dislocated Worker	2,130,593	2,130,593	-
Total Adult/Dislocated Worker	5,532,795	5,532,795	-
Youth	2,133,532	2,133,532	-
Rapid Response	275,000	275,000	-
Sectors - Get There Faster - Veterans	73,500	61,198	(12,302)
Sectors - Hope Navigator	40,260	43,537	3,277
Sectors - Sectors of Strategic Focus	100,000	114,433	14,433
Youth Career Exploration	54,000	54,000	-
NEG - Hurricane Helene/Milton	881,592	881,592	-
NEG - Opioid Recovery	180,342	180,342	-
Board Consolidation & Realignment	332,158	332,158	-
Subtotal Workforce Innovation & Opportunity Act	9,603,179	9,608,587	5,408
Employment Services			
Wagner Peyser	1,604,847	1,804,847	200,000
Apprenticeship Navigator	56,000	56,000	-
Hope Navigator	57,013	57,013	-
Veterans Programs (DVOP/LVER)	250,000	250,000	-
Supplemental Nutrition Assistance Program (SNAP)	708,377	708,377	-
Trade Adjustment Assistance Program (TAA)	40,000	40,000	-
Reemployment Services & Eligibility Assessment (RESEA)	1,025,565	1,025,565	-
Military Family/Spouse	230,000	230,000	-
Subtotal Employment Services	3,971,802	4,171,802	200,000
Welfare Transition Program			
Welfare Transition Program (WTP)	4,312,546	4,312,546	-
Subtotal Welfare Transition Program	4,312,546	4,312,546	-
Direct Grants & Special Projects			
Hillsborough County Re-entry Program	176,711	176,711	-
Hillsborough County ACE Program	1,101,621	1,101,621	-
Hillsborough County Sector Strategies Initiative	691,685	691,685	-
Good Jobs Initiative	25,250	25,250	-
Subtotal Direct Grants & Special Projects	1,995,267	1,995,267	-
Total Budgeted Revenues - Hillsborough County	19,882,794	20,088,202	205,408

CareerSource Tampa Bay

2025-2026 Planning Budget **Combined**

Budget Category	Approved Budget Mod #2 2025-2026	Budget Mod #3 2025-2026	\$ Change
Grant Revenue - Federal	26,473,715	27,034,765	561,050
Grant Revenue - Local	1,995,267	1,995,267	-
Total Grant Revenue	28,468,982	29,030,032	561,050
Other Income	260,000	260,000	-
Total Revenues	28,728,982	29,290,032	561,050
Salaries	10,189,908	10,189,908	-
Payroll Tax & Fringe	2,486,417	2,486,417	-
Retirement	795,832	795,832	-
Staff Training & Education	175,000	175,000	-
Accounting & Professional fees	850,447	933,447	83,000
Occupancy	2,191,629	2,161,629	(30,000)
Contract Labor	738,878	773,878	35,000
Office Expense	920,383	820,383	(100,000)
Insurance	157,593	162,593	5,000
Communications	203,920	203,920	-
Community Outreach	648,081	648,081	-
Travel	202,150	202,150	-
Meetings & Conferences	92,200	99,200	7,000
License, Dues & Other Fees	80,860	80,860	-
Other expense	14,000	14,000	-
Customer Training & Related Costs	8,373,043	8,934,093	561,050
Service Provider Contracts	315,000	315,000	-
Total Expenses	28,435,342	28,996,392	561,050
Net Income/(Loss)	25,220	25,220	-
Unobligated Balance	268,420	268,420	-

Pinellas County
2025-2026 Planning Budget

Budget Category	Approved Budget Mod #2 2025-2026	Budget Mod #3 2025-2026	\$ Change
Grant Revenue - Federal	8,586,188	8,941,830	355,642
Grant Revenue - Local	-	-	
Total Grant Revenue	8,586,188	8,941,830	355,642
Other Income	95,000	95,000	-
Total Revenues	8,681,188	9,036,830	355,642
Expenses			
Salaries	3,128,557	3,128,557	-
Payroll Tax & Fringe	633,305	633,305	-
Retirement	237,805	237,805	-
Staff Training & Education	58,650	58,650	-
Accounting & Professional fees	210,100	218,100	8,000
Occupancy	543,741	543,741	-
Contract Labor	214,740	194,740	(20,000)
Office Expense	260,077	260,077	-
Insurance	52,131	57,131	5,000
Communications	90,080	90,080	-
Community Outreach	147,284	147,284	-
Travel	54,250	54,250	-
Meetings & Conferences	19,200	26,200	7,000
License, Dues & Other Fees	26,100	26,100	-
Other expense	5,000	5,000	-
Customer Training & Related Costs	2,690,218	3,045,860	355,642
Service Provider Contract	180,000	180,000	-
Total Expenses	8,551,238	8,906,880	355,642
Net Income/(Loss)	12,000	12,000	-
Unobligated Balance	117,950	117,950	-

Hillsborough County

2025-2026 Planning Budget

Budget Category	Approved Budget Mod #2 2025-2026	Budget Mod #3 2025-2026	\$ Change
Grant Revenue - Federal	17,887,527	18,092,935	205,408
Grant Revenue - Local	1,995,267	1,995,267	-
Total Grant Revenue	19,882,794	20,088,202	205,408
Other Income	165,000	165,000	-
Total Revenues	20,047,794	20,253,202	205,408
Expenses			
Salaries	7,061,351	7,061,351	-
Payroll Tax & Fringe	1,853,112	1,853,112	-
Retirement	558,028	558,028	-
Staff Training & Education	116,350	116,350	-
Accounting & Professional fees	640,347	715,347	75,000
Occupancy	1,647,888	1,617,888	(30,000)
Contract Labor	524,138	579,138	55,000
Office Expense	660,306	560,306	(100,000)
Insurance	105,462	105,462	-
Communications	113,840	113,840	-
Community Outreach	500,797	500,797	-
Travel	147,900	147,900	-
Meetings & Conferences	73,000	73,000	-
License, Dues & Other Fees	54,760	54,760	-
Other expense	9,000	9,000	-
Customer Training & Related Costs	5,682,825	5,888,233	205,408
Service Provider Contracts	135,000	135,000	-
Total Expenses	19,884,104	20,089,512	205,408
Net Income/(Loss)	13,220	13,220	-
Unobligated Balance	150,470	150,470	-



Action Item

2026-2027 Planning Budget Modification #1

Background Information:

Total budgeted revenue increased from \$28,409,780 to \$28,889,015 for an overall increase of \$479,235.

Workforce Innovation & Opportunity Act (WIOA) Programs:

- Increase in WIOA AD/DW of \$100,860. [\(See FN 1\)](#)
- Increase in WIOA Youth of \$343,099. [\(See FN 1\)](#)
- Decrease in Rapid Response of \$150,000. [\(See FN 2\)](#)
- New award – WIOA Sectors of Strategic Focus for \$200,000. [\(See FN 3\)](#)
- Increase in NEG Hurricane Helene/Milton of \$16,793. [\(See FN 1\)](#)
- Decrease in NEG Opioid Recovery of \$21,950. [\(See FN 1\)](#)

Employment Services:

- Increase in Wagner Peyser of \$69,890. [\(See FN 1\)](#)
- Decrease in Apprenticeship Navigator of \$11,000. [\(See FN 2\)](#)
- Increase in Hope Navigator of \$1,000. [\(See FN 2\)](#)
- Increase in SNAP of \$85,804. [\(See FN 1\)](#)
- Increase in TAA of \$38,478. [\(See FN 1\)](#)
- Decrease in RESEA of \$276,477. [\(See FN 1\)](#)
- Decrease in Military Family of \$5,000. [\(See FN 2\)](#)

Welfare Transition Program:

- Decrease in WTP of \$165,262. [\(See FN 1\)](#)

Direct Grants and Special Projects:

- Decrease in Hillsborough County Re-entry Program of \$97,000. [\(See FN 1\)](#)
- New award – State of Florida – Veterans Appropriation for \$350,000. [\(See FN 4\)](#)

Additionally, there was an increase in expenditures of \$481,110.

Recommendation:

The Finance Audit Committee recommend approval of the adjustment to the revenue budget and resultant modification to the expenditure budget.

Footnotes:

- 1) *Difference in carry-forward amounts projected in original planning budget.*
- 2) *Grant awards begin 7/1/2026. Funding received different than anticipated/projected in original planning budget.*
- 3) *New Award: WIOA Sectors of Strategic Focus Apprenticeship Expansion - The purpose of this award is to support career exploration, occupational skills training, and supportive services, with a focus on apprenticeships, in high demand sectors.*
- 4) *New Award: State of Florida – Veterans for Job Project Recovery Appropriation – This program will provide enhanced training, employment and supportive services to local veterans, transitioning service members and eligible spouses with a focus on those with barriers to employment, such as the homeless, disabled and women veterans who may have limited access to traditional funding from federal programs.*

2026-2027 Planning Budget
Combined Budgeted Revenue Variances

Funding/Program	Approved Budget FY2026/2027	Proposed Budget Mod #1 FY2026/2027	\$ Change	Additional Information
Workforce Innovation & Opportunity Act				
Adult	4,814,891	4,942,752	127,861	
Dislocated Worker	4,194,937	4,167,936	(27,001)	
Total Adult/Dislocated Worker	9,009,828	9,110,688	100,860	Increase in Carryforward amount
Youth	3,481,460	3,824,559	343,099	Increase in Carryforward amount
Rapid Response	350,000	200,000	(150,000)	Decrease in new year allocation
Sectors - Sectors of Strategic Focus	-	200,000	200,000	New award - WIOA State set aside funds
DWG Hurricane Helene/Milton	600,000	616,793	16,793	Increase in Carryforward amount
Opioid Recovery	115,000	93,050	(21,950)	Decrease in Carryforward amount
Subtotal Workforce Innovation & Opportunity Act	13,556,288	14,045,090	488,802	
	-	-		
Employment Services				
Wagner Peyser	2,501,758	2,571,648	69,890	Increase in Carryforward amount
Apprenticeship Navigator	80,000	69,000	(11,000)	Decrease in new year allocation
Hope Navigator	85,000	86,000	1,000	Increase in new year allocation
Veterans Programs (DVOP/LVER)	450,000	450,000	-	
Supplemental Nutrition Assistance Program (SNAP)	874,728	960,532	85,804	Increase in Carryforward amount
Trade Adjustment Assistance Program (TAA)	65,000	103,478	38,478	Increase in Carryforward amount
Reemployment Services & Eligibility Assessment (RESEA)	1,658,760	1,382,283	(276,477)	Decrease in Carryforward amount
Military Family/Spouse	230,000	225,000	(5,000)	Decrease in new year allocation
Subtotal Employment Services	5,945,246	5,847,941	(97,305)	
	-	-		
Welfare Transition Program				
Welfare Transition Program (WTP)	6,306,308	6,141,046	(165,262)	Decrease in Carryforward amount
Subtotal Welfare Transition Program	6,306,308	6,141,046	(165,262)	
	-	-		
Direct Grants & Special Projects				
Hillsborough County Re-entry Program	187,188	90,188	(97,000)	Decrease in Carryforward amount & new year allocation
Hillsborough County ACE Program	1,101,250	1,101,250	-	
Hillsborough County Sector Strategies Initiative	705,000	705,000	-	
St. Pete Works - EDGE	173,250	173,250	-	
State of FL - Veterans Appropriation	-	350,000	350,000	New award
Wells Fargo Community Grant	150,000	150,000	-	
Good Jobs Initiative	25,250	25,250	-	
Subtotal Direct Grants & Special Projects	2,341,938	2,594,938	253,000	
Total Revenues	28,149,780	28,629,015	479,235	

2026-2027 Planning Budget
Budgeted Revenue Variances
Pinellas County

Funding/Program	Approved Budget FY2026/2027	Proposed Budget Mod #1 FY2026/2027	\$ Change
Workforce Innovation & Opportunity Act			
Adult	1,674,965	2,008,694	333,729
Dislocated Worker	1,555,975	1,572,667	16,692
Total Adult/Dislocated Worker	3,230,940	3,581,361	350,421
Youth	1,069,115	1,385,005	315,890
Rapid Response	75,000	40,000	(35,000)
Sectors - Sectors of Strategic Focus	-	100,000	100,000
DWG Hurricane Helene/Milton	600,000	240,717	(359,283)
Opioid Recovery	30,000	37,028	7,028
Subtotal Workforce Innovation & Opportunity Act	5,005,055	5,384,111	379,056
Employment Services			
Wagner Peyser	876,115	1,013,085	136,970
Apprenticeship Navigator	24,000	24,000	-
Hope Navigator	30,000	26,000	(4,000)
Veterans Programs (DVOP/LVER)	200,000	200,000	-
Supplemental Nutrition Assistance Program (SNAP)	253,120	296,399	43,279
Trade Adjustment Assistance Program (TAA)	25,000	55,913	30,913
Reemployment Services & Eligibility Assessment (RESEA)	517,500	519,567	2,067
Subtotal Employment Services	1,925,735	2,134,964	209,229
Welfare Transition Program			
Welfare Transition Program (WTP)	1,485,766	1,587,633	101,867
Subtotal Welfare Transition Program	1,485,766	1,587,633	101,867
Direct Grants & Special Projects			
St. Pete Works - EDGE	173,250.00	173,250.00	-
State of FL - Veterans Appropriation	-	175,000.00	175,000
Wells Fargo Community Grant	75,000.00	75,000.00	-
Subtotal Direct Grants & Special Projects	248,250.00	423,250.00	175,000
Total Revenues	8,664,806	9,529,958	865,152

2026-2027 Planning Budget
Budgeted Revenue Variances
Hillsborough County

Funding/Program	Approved Budget FY2026/2027	Proposed Budget Mod #1 FY2026/2027	\$ Change
Workforce Innovation & Opportunity Act			
Adult	3,139,926	2,934,058	(205,868)
Dislocated Worker	2,638,962	2,595,269	(43,693)
Total Adult/Dislocated Worker	5,778,888	5,529,327	(249,561)
Youth	2,412,345	2,439,554	27,209
Rapid Response	275,000	160,000	(115,000)
Sectors - Sectors of Strategic Focus	-	100,000	100,000
DWG Hurricane Helene/Milton	-	376,076	376,076
Opioid Recovery	85,000	56,022	(28,978)
Subtotal Workforce Innovation & Opportunity Act	8,551,233	8,660,979	109,746
Employment Services			
Wagner Peyser	1,625,643	1,558,563	(67,080)
Apprenticeship Navigator	56,000	45,000	(11,000)
Hope Navigator	55,000	60,000	5,000
Veterans Programs (DVOP/LVER)	250,000	250,000	-
Supplemental Nutrition Assistance Program (SNAP)	621,608	664,133	42,525
Trade Adjustment Assistance Program (TAA)	40,000	47,565	7,565
Reemployment Services & Eligibility Assessment (RESEA)	1,141,260	862,716	(278,544)
Military Family/Spouse	230,000	225,000	(5,000)
Subtotal Employment Services	4,019,511	3,712,977	(306,534)
Welfare Transition Program			
Welfare Transition Program (WTP)	4,820,542	4,553,413	(267,129)
Subtotal Welfare Transition Program	4,820,542	4,553,413	(267,129)
Direct Grants & Special Projects			
Hillsborough County Re-entry Program	187,188	90,188	(97,000)
Hillsborough County ACE Program	1,101,250	1,101,250	-
Hillsborough County Sector Strategies Initiative	705,000	705,000	-
State of FL - Veterans Appropriation	-	175,000	175,000
Wells Fargo Community Grant	75,000	75,000	-
Good Jobs Initiative	25,250	25,250	-
Subtotal Direct Grants & Special Projects	2,093,688	2,171,688	78,000
Total Revenues	19,484,974	19,099,057	(385,917)

CareerSource Tampa Bay
2026-2027 Planning Budget Combined

Budget Category	Approved Budget FY2026/2027	Proposed Budget Mod #1 2026-2027	\$ Change
Grant Revenue - Federal	26,056,092	26,457,327	401,235
Grant Revenue - Local	2,093,688	2,171,688	78,000
Total Grant Revenue	28,149,780	28,629,015	479,235
Other Income	260,000	260,000	-
Total Revenues	28,409,780	28,889,015	479,235
Salaries	10,739,368	10,397,173	(342,195)
Payroll Tax & Fringe	2,616,587	2,820,751	204,164
Retirement	768,945	763,059	(5,885)
Staff Training & Education	149,500	157,000	7,500
Accounting & Professional fees	589,850	611,650	21,800
Occupancy	2,006,671	2,052,271	45,600
Contract Labor	688,700	550,600	(138,100)
Office Expense	1,012,222	1,141,982	129,760
Insurance	127,966	130,329	2,363
Communications	196,690	182,140	(14,550)
Community Outreach	390,820	398,000	7,180
Travel	221,950	239,450	17,500
Meetings & Conferences	106,000	106,000	-
License, Dues & Other Fees	80,633	92,605	11,973
Other expense	17,000	17,000	-
Customer Training & Related Costs	8,184,480	8,728,480	544,000
Service Provider Contracts	230,000	220,000	(10,000)
Total Expenses	28,127,381	28,608,491	481,110
Net Income/(Loss)	25,000	25,000	-
Unobligated Balance	257,399	255,524	(1,875)

Pinellas County
2026-2027 Planning Budget

Budget Category	Approved Budget FY2026/2027	Proposed Budget Mod #1 2026-2027	\$ Change
Grant Revenue - Federal	8,664,806	9,529,958	865,152
Grant Revenue - Local	-	-	-
Total Grant Revenue	8,664,806	9,529,958	865,152
Other Income	95,000	95,000	-
Total Revenues	8,759,806	9,624,958	865,152
Expenses			
Salaries	3,344,429	3,656,940	312,510
Payroll Tax & Fringe	695,232	863,958	168,727
Retirement	244,132	266,678	22,546
Staff Training & Education	51,500	54,000	2,500
Accounting & Professional fees	147,500	160,750	13,250
Occupancy	464,469	510,069	45,600
Contract Labor	204,900	159,600	(45,300)
Office Expense	323,436	375,101	51,664
Insurance	40,956	40,956	-
Communications	84,680	77,270	(7,410)
Community Outreach	144,760	160,000	15,240
Travel	71,250	73,250	2,000
Meetings & Conferences	33,000	33,000	-
License, Dues & Other Fees	22,100	19,600	(2,500)
Other expense	8,000	8,000	-
Customer Training & Related Costs	2,660,680	2,967,680	307,000
Service Provider Contract	95,000	77,000	(18,000)
Total Expenses	8,636,024	9,503,851	867,827
Net Income/(Loss)	12,000	12,000	-
Unobligated Balance	111,782	109,107	(2,675)

Hillsborough County

2026-2027 Planning Budget

Budget Category	Approved Budget FY2026/2027	Proposed Budget Mod #1 2026-2027	\$ Change
Grant Revenue - Federal	17,391,286	16,927,369	(463,917)
Grant Revenue - Local	2,093,688	2,171,688	78,000
Total Grant Revenue	19,484,974	19,099,057	(385,917)
Other Income	165,000	165,000	-
Total Revenues	19,649,974	19,264,057	(385,917)
Expenses			
Salaries	7,394,939	6,740,233	(654,705)
Payroll Tax & Fringe	1,921,355	1,956,793	35,438
Retirement	524,813	496,381	(28,431)
Staff Training & Education	98,000	103,000	5,000
Accounting & Professional fees	442,350	450,900	8,550
Occupancy	1,542,202	1,542,202	-
Contract Labor	483,800	391,000	(92,800)
Office Expense	688,786	766,882	78,096
Insurance	87,011	89,374	2,363
Communications	112,010	104,870	(7,140)
Community Outreach	246,060	238,000	(8,060)
Travel	150,700	166,200	15,500
Meetings & Conferences	73,000	73,000	-
License, Dues & Other Fees	58,533	73,005	14,473
Other expense	9,000	9,000	-
Customer Training & Related Costs	5,523,800	5,760,800	237,000
Service Provider Contracts	135,000	143,000	8,000
Depreciation expense	-	-	-
Total Expenses	19,491,357	19,104,640	(386,717)
Net Income/(Loss)	13,000	13,000	-
Unobligated Balance	145,617	146,417	800



Action Item
Related Party Contract
Tampa Bay Economic Development Council

Background:

Related Party

Local Workforce Development Boards (LWDBs) are required to comply with all requirements of Section 445.007, Florida Statutes, prior to contracting with a board member, with an organization represented by its own board member, or with any entity where a board member has any relationship with the contracting vendor. This section mandates all LWDBs, entering a contract, including contract renewal or extension, with an organization or individual represented on the Board, must meet the following requirements:

- a) Approve the contract by a two-thirds (2/3rd) vote of the Board, when a quorum has been established.
- b) Board members who could benefit financially from the transaction or who have any relationship with the contracting vendor must disclose any such conflicts prior to the board vote on the contract.
- c) Board members who could benefit financially from the transaction or board members who have any relationship with the contracting vendor must abstain from voting on the contracts; and
- d) Prior to entering such contracts, contracts \$10,000 or higher, if funded by Florida Department of Commerce, require Florida Department of Commerce approval. Contracts less than \$10,000 do not require approval but notification.

Required Forms

For each related party contract, CSTB must ensure the required forms are completed, date, executed and certified prior to execution of the contract or incurring expenditures. The required forms follow this action item.

Information:

Name	Board Member	Amount Not to Exceed
The Tampa Bay Economic Development Council (EDC)	Mitchel Allen	\$100,000

CSTB seeks to enter into an agreement with The Tampa Bay Economic Development Council (EDC) to strengthen employer engagement, economic development, generate qualified workforce project leads, and ensure early CSTB involvement in business attraction, expansion, and retention opportunities. Under the agreement, EDC will provide 45 annual employer engagements, 20 qualified referrals to CSTB, four sector talent roundtables, and four quarterly workforce intelligence briefs. The scope also includes three employer-driven pipeline initiatives and three career pathway or employer spotlight pieces for CSTB use. EDC will submit quarterly reports summarizing progress toward the agreed-upon deliverables and results achieved.

Recommendation: Approval to execute an agreement with Tampa Bay Economic Development Council for a 12-month period commencing upon contract execution, contingent on approval of FloridaCommerce.

EXHIBIT C
CONTRACT INFORMATION FORM

This form is to disclose a conflict or potential conflict and to seek approval of a contract involving a conflict or potential conflict of interest of board members or employees. All requested information is required. Failure to provide complete information may result in disapproval of the contract.

I, Don Noble, hereby certify the following information regarding a contract that was approved by a two-thirds (2/3) vote of a quorum of CareerSource Tampa Bay (CSTB) and will be executed and implemented immediately after receiving the State's approval in compliance with section 445.007(11), Florida Statutes.

Identification of all parties to the contract: The Tampa Bay Economic Development Council and CSTB

Contractor Name & Address: The Tampa Bay Economic Development Council - 101 East Kennedy Blvd, Suite 1750, Tampa, FL 33602

Contractor Contact Phone Number: 813-518-2630

Contract Number or Other Identifying Information, if any: N/A

Contract Term: 12-month period commencing upon contract execution

Value of the Contract with no extensions or renewals exercised: 100,000

Value of the Contract with all extensions and renewals exercised: N/A

Description of goods and/or services to be provided under the Contract: Workforce Services

Method of procurement for the contracted goods and/or services, if applicable:

Not applicable. EDC is Hillsborough County's branch for economic development.

Name of board member or employee whose conflict of interest required the board's approval of the contract by two-thirds (2/3) vote: Mitchel Allen

The nature of the conflicting interest in the contract: Employee of the organization

The board member or employee with the conflict of interest ☐ did ☐ did not (check one) attend the meeting(s), including subcommittee meetings, at which the board discussed or voted to approve the contract.

If the board member or employee with the conflict of interest attended the meeting(s), including subcommittee meetings, at which the board discussed or voted on the contract, the board member or employee abstained from voting.

I further attest that the following is being provided with this form:

- a. A certified board membership roster listing all members on the board at the time of the vote on the approval of the contract with a vote tally indicating attendance or absence at the meeting(s), including subcommittee meetings, and for those in attendance, the affirmative and negative votes and abstentions for each member.
- b. Consistent with the procedures outlined in section 112.3143, Florida Statutes, the dated and executed conflict of interest form that was submitted at or before the board meeting(s) in which a vote related to the contract took place, for board member/employee who has any relationship with the contracting vendor.
- c. A draft copy of the related party contract and amendments, as applicable.
- d. Documentation supporting the method of procurement of the related party contract, for contracts that require competitive selection / procurement process.
- e. A copy of the board meeting and committee meeting minutes that document the discussion and approval of the related party contract (including the name of the contractor and the value of the contract). The minutes must clearly reflect the verbal disclosure of the conflict during the meeting.

I certify that the information above is true and correct.

Signature of Board Chairperson / Vice Chairperson*

Don Noble

Print Name

Date

* Must be certified and attested to by the board's Chair or Vice Chair.

EXHIBIT D
DISCLOSURE AND CERTIFICATION OF
CONFLICT OF INTEREST IN A CONTRACT

I, Mitchel Allen, a board member / an employee of the board (circle one) hereby disclose that I, myself / my employer / my business / my organization / OR "Other" (describe) _____ (circle one or more) could benefit financially from the contract described below:

Local Workforce Development Board: CareerSource Tampa Bay - Region 28

Contractor Name & Address: The Tampa Bay Economic Development Council - 101 East Kennedy Blvd, Suite 1750, Tampa, FL 33602

Contractor Contact Phone Number: 813-518-2630

Description or Nature of Contract: Workforce Services

Description of Financial Benefit*: Employee of organization

For purposes of the above contract the following disclosures are made: The contractor's principals**/owners***: (check one)

- ☒ have no relative who is a member of the board or an employee of the board, OR
☐ have a relative who is a member of the board or an employee of the board, whose name is:

The contractor's principals**/owners*** ☒ is ☐ is not (check one) a member of the board. If applicable, the principal's/owner's name is: Mitchel Allen

Mitchel Allen

Signature of Board Member/Employee

Mitchel Allen

Print Name

08/18/2026

Date

* "Benefit financially from a contract" means the special private financial gain to a member, a special private financial gain to any principal which retains the member, the special private financial gain of the parent organization or subsidiary of a corporate principal which retains the member or the special private financial gain to any member's relatives or business associate or to a board employee and such benefit is not remote or speculative.

** "Principal" means an owner or high-level management employee with decision-making authority.

*** "Owner" means a person having any ownership interest in the contractor.

NOTICE: CONFLICTS OF INTEREST REGARDING BOARD MEMBERS AND BOARD EMPLOYEES MUST BE DISCLOSED PRIOR TO THE BOARD'S DISCUSSION OR VOTING TO APPROVE THE CONTRACT. BOARD MEMBERS WHO BENEFIT FINANCIALLY OR BOARD MEMBERS OR EMPLOYEES OF THE BOARD WHO HAVE A RELATIONSHIP WITH THE CONTRACTING VENDOR MUST ABSTAIN FROM VOTING DURING THE PERIOD OF TIME THE VOTES ARE CAST, AND THE CONTRACT MUST BE APPROVED BY A TWO-THIRDS VOTE OF THE BOARD WHEN A QUORUM HAS BEEN ESTABLISHED. COMPLETION OF THIS FORM DOES NOT IN ANY WAY SUPERSEDE OR SUBSTITUTE FOR COMPLIANCE WITH CONFLICT OF INTEREST DISCLOSURE REQUIREMENTS OF SECTION 112.3143, FLORIDA STATUTES, OR SECTION 101(f), WIOA.

FORM 8B MEMORANDUM OF VOTING CONFLICT FOR COUNTY, MUNICIPAL, AND OTHER LOCAL PUBLIC OFFICERS

LAST NAME—FIRST NAME—MIDDLE NAME Allen, Mitchel		NAME OF BOARD, COUNCIL, COMMISSION, AUTHORITY, OR COMMITTEE CareerSource Tampa Bay Workforce Board	
MAILING ADDRESS 4350 W. Cypress Steet Suite 850 Hillsborough		THE BOARD, COUNCIL, COMMISSION, AUTHORITY OR COMMITTEE ON WHICH I SERVE IS A UNIT OF: ☐ CITY ☒ COUNTY ☐ OTHER LOCAL AGENCY	
CITY Tampa, Florida 33607	COUNTY	NAME OF POLITICAL SUBDIVISION: Hillsborough and Pinellas County	
DATE ON WHICH VOTE OCCURRED 08/27/2026		MY POSITION IS: ☐ ELECTIVE ☒ APPOINTIVE	

WHO MUST FILE FORM 8B

This form is for use by any person serving at the county, city, or other local level of government on an appointed or elected board, council, commission, authority, or committee. It applies to members of advisory and non-advisory bodies who are presented with a voting conflict of interest under Section 112.3143, Florida Statutes.

Your responsibilities under the law when faced with voting on a measure in which you have a conflict of interest will vary greatly depending on whether you hold an elective or appointive position. For this reason, please pay close attention to the instructions on this form before completing and filing the form.

INSTRUCTIONS FOR COMPLIANCE WITH SECTION 112.3143, FLORIDA STATUTES

A person holding elective or appointive county, municipal, or other local public office **MUST ABSTAIN** from voting on a measure which would inure to his or her special private gain or loss. Each elected or appointed local officer also **MUST ABSTAIN** from knowingly voting on a measure which would inure to the special gain or loss of a principal (other than a government agency) by whom he or she is retained (including the parent, subsidiary, or sibling organization of a principal by which he or she is retained); to the special private gain or loss of a relative; or to the special private gain or loss of a business associate. Commissioners of community redevelopment agencies (CRAs) under Sec. 163.356 or 163.357, F.S., and officers of independent special tax districts elected on a one-acre, one-vote basis are not prohibited from voting in that capacity.

For purposes of this law, a “relative” includes only the officer’s father, mother, son, daughter, husband, wife, brother, sister, father-in-law, mother-in-law, son-in-law, and daughter-in-law. A “business associate” means any person or entity engaged in or carrying on a business enterprise with the officer as a partner, joint venturer, coowner of property, or corporate shareholder (where the shares of the corporation are not listed on any national or regional stock exchange).

* * * * *

ELECTED OFFICERS:

In addition to abstaining from voting in the situations described above, you must disclose the conflict:

PRIOR TO THE VOTE BEING TAKEN by publicly stating to the assembly the nature of your interest in the measure on which you are abstaining from voting; *and*

WITHIN 15 DAYS AFTER THE VOTE OCCURS by completing and filing this form with the person responsible for recording the minutes of the meeting, who should incorporate the form in the minutes.

* * * * *

APPOINTED OFFICERS:

Although you must abstain from voting in the situations described above, you are not prohibited by Section 112.3143 from otherwise participating in these matters. However, you must disclose the nature of the conflict before making any attempt to influence the decision, whether orally or in writing and whether made by you or at your direction.

IF YOU INTEND TO MAKE ANY ATTEMPT TO INFLUENCE THE DECISION PRIOR TO THE MEETING AT WHICH THE VOTE WILL BE TAKEN:

- You must complete and file this form (before making any attempt to influence the decision) with the person responsible for recording the minutes of the meeting, who will incorporate the form in the minutes. (Continued on page 2)

APPOINTED OFFICERS (continued)

- A copy of the form must be provided immediately to the other members of the agency.
- The form must be read publicly at the next meeting after the form is filed.

IF YOU MAKE NO ATTEMPT TO INFLUENCE THE DECISION EXCEPT BY DISCUSSION AT THE MEETING:

- You must disclose orally the nature of your conflict in the measure before participating.
- You must complete the form and file it within 15 days after the vote occurs with the person responsible for recording the minutes of the meeting, who must incorporate the form in the minutes. A copy of the form must be provided immediately to the other members of the agency, and the form must be read publicly at the next meeting after the form is filed.

DISCLOSURE OF LOCAL OFFICER'S INTEREST

I, Mitchel Allen, hereby disclose that on August 27, 20 26 :

(a) A measure came or will come before my agency which (check one or more)

☐ inured to my special private gain or loss;

☐ inured to the special gain or loss of my business associate, _____ ;

☐ inured to the special gain or loss of my relative, _____ ;

☒ inured to the special gain or loss of The Tampa Bay Economic Development Council, by whom I am retained; or

☐ inured to the special gain or loss of _____, which is the parent subsidiary, or sibling organization or subsidiary of a principal which has retained me.

(b) The measure before my agency and the nature of my conflicting interest in the measure is as follows:

Related party contract votes for MOU with The Tampa Bay Economic Development Council.

If disclosure of specific information would violate confidentiality or privilege pursuant to law or rules governing attorneys, a public officer, who is also an attorney, may comply with the disclosure requirements of this section by disclosing the nature of the interest in such a way as to provide the public with notice of the conflict.

08/18/2026

Date Filed

Mitchel Allen

Signature

NOTICE: UNDER PROVISIONS OF FLORIDA STATUTES §112.317, A FAILURE TO MAKE ANY REQUIRED DISCLOSURE CONSTITUTES GROUNDS FOR AND MAY BE PUNISHED BY ONE OR MORE OF THE FOLLOWING: IMPEACHMENT, REMOVAL OR SUSPENSION FROM OFFICE OR EMPLOYMENT, DEMOTION, REDUCTION IN SALARY, REPRIMAND, OR A CIVIL PENALTY NOT TO EXCEED \$10,000.



Action Item
Related Party Contracts
St. Petersburg College (SPC)

Background:

Related Party

Local Workforce Development Boards (LWDBs) are required to comply with all requirements of Section 445.007, Florida Statutes, prior to contracting with a board member, with an organization represented by its own board member, or with any entity where a board member has any relationship with the contracting vendor. This section mandates all LWDBs, entering a contract, including contract renewal or extension, with an organization or individual represented on the Board, must meet the following requirements:

- a) Approve the contract by a two-thirds (2/3rd) vote of the Board, when a quorum has been established.
- b) Board members who could benefit financially from the transaction or who have any relationship with the contracting vendor must disclose any such conflicts prior to the board vote on the contract.
- c) Board members who could benefit financially from the transaction or board members who have any relationship with the contracting vendor must abstain from voting on the contracts; and
- d) Prior to entering such contracts, contracts \$10,000 or higher, if funded by Florida Department of Commerce, require Florida Department of Commerce approval. Contracts less than \$10,000 do not require approval but notification.

Required Forms

For each related party contract, CSTB must ensure the required forms are completed, date, executed and certified prior to execution of the contract or incurring expenditures. The required forms follow this action item.

Information: Board Member – Belinthia Berry

No.	Agreement	Description	Term	Contract Value
1	Summer Youth Camp	Summer Camp: For eligible Pinellas County Youth	8/2026	\$3,785.12
2	Lease	Tarpon Springs Office 682 E. Klosterman Rd, Tarpon Springs, FL 34689	07/01/26-06/30/27	\$1,098.50
3	Edge Services Agreement	Workforce Readiness & Development Program	Last signature date through 3/8/2027	\$189,750 (funded by SPC)

- Summer Youth Camp: SPC provided youth summer career exploration program in (1) Advanced Manufacturing Camp (2) Manufacturing, Robotics & Mechatronics Camp and (3) Healthcare Careers Camp to eligible Pinellas County youth.
- Lease: Lease for CareerSource Tampa Bay American Job Center located at Tarpon Springs
- Edge Services Agreement: Agreement is between Board of Trustees of SPC and CSTB. CSTB will serve in a partner-building and advisory capacity by contributing subject matter experts as guest presenters for discussion panels and community events. CSTB will recruit and verify eligible participants residing within the South St. Petersburg Community Redevelopment Area (CRA), maintain required eligibility documentation, and provide career readiness training, job placement support, and navigation services. These services will include recruitment and intake, individualized success plans, credential mapping, case management, barrier-removal support, employer matching, placement assistance, and 180-day retention tracking. In addition, CSTB will also host events aligned with program goals, such as job fairs and launch events, while maintaining participant records, including attendance documentation, case notes, credential attainment records, employer engagement documentation, and job placement outcomes in systems designated by SPC.

Recommendation 1: Approval to execute Summer Camp Agreement with St. Petersburg College through August 2026 with notification to FloridaCommerce.

Recommendation 2: Approval to execute Lease agreement with St. Petersburg College for 1-year period ending June 30, 2027, with notification to FloridaCommerce.

Recommendation 3: Approval to execute Edge Services Agreement with St. Petersburg College through March 8, 2027.

EXHIBIT C
CONTRACT INFORMATION FORM

This form is to disclose a conflict or potential conflict and to seek approval of a contract involving a conflict or potential conflict of interest of board members or employees. All requested information is required. Failure to provide complete information may result in disapproval of the contract.

I, **Don Noble**, hereby certify the following information regarding a contract that was approved by a two-thirds (2/3) vote of a quorum of CareerSource Tampa Bay (CSTB) and will be executed and implemented immediately after receiving the State's approval in compliance with section 445.007(11), Florida Statutes.

Identification of all parties to the contract: **St. Petersburg College and CSTB**

Contractor Name & Address: **St. Petersburg College (SPC) - 13805 58th St N, Clearwater, FL 33760**

Contractor Contact Phone Number: **(727) 341-4279**

Contract Number or Other Identifying Information, if any:

Contract Term: **August 2026**

Value of the Contract with no extensions or renewals exercised: **\$3,785.12**

Value of the Contract with all extensions and renewals exercised: **N/A**

Description of goods and/or services to be provided under the Contract: **Summer camp for eligible Pinellas County youth.**

Method of procurement for the contracted goods and/or services, if applicable:

Name of board member or employee whose conflict of interest required the board's approval of the contract by two-thirds (2/3) vote: **Belinthia Berry**

The nature of the conflicting interest in the contract: **Employee of the organization**

The board member or employee with the conflict of interest ☐ did ☐ did not (check one) attend the meeting(s), including subcommittee meetings, at which the board discussed or voted to approve the contract.

If the board member or employee with the conflict of interest attended the meeting(s), including subcommittee meetings, at which the board discussed or voted on the contract, the board member or employee abstained from voting.

I further attest that the following is being provided with this form:

- a. A certified board membership roster listing all members on the board at the time of the vote on the approval of the contract with a vote tally indicating attendance or absence at the meeting(s), including subcommittee meetings, and for those in attendance, the affirmative and negative votes and abstentions for each member.
- b. Consistent with the procedures outlined in section 112.3143, Florida Statutes, the dated and executed conflict of interest form that was submitted at or before the board meeting(s) in which a vote related to the contract took place, for board member/employee who has any relationship with the contracting vendor.
- c. A draft copy of the related party contract and amendments, as applicable.
- d. Documentation supporting the method of procurement of the related party contract, for contracts that require competitive selection / procurement process.
- e. A copy of the board meeting and committee meeting minutes that document the discussion and approval of the related party contract (including the name of the contractor and the value of the contract). The minutes must clearly reflect the verbal disclosure of the conflict during the meeting.

I certify that the information above is true and correct.

Signature of Board Chairperson / Vice Chairperson*

Don Noble

Print Name

Date

* Must be certified and attested to by the board's Chair or Vice Chair.

EXHIBIT D
DISCLOSURE AND CERTIFICATION OF
CONFLICT OF INTEREST IN A CONTRACT

I, Belinthia Berry, a board member / an employee of the board (circle one) hereby disclose that I, myself / my employer / my business / my organization / OR "Other" (describe) _____ (circle one or more) could benefit financially from the contract described below:

Local Workforce Development Board: CareerSource Tampa Bay - Region 28

Contractor Name & Address: St. Petersburg College (SPC) - 13805 58th St N, Clearwater, FL 33760

Contractor Contact Phone Number: (727) 341-4279

Description or Nature of Contract: Summer Camp Agreement (Summer camp for eligible Pinellas county youth)

Description of Financial Benefit*: Employee of organization

For purposes of the above contract the following disclosures are made: The contractor's principals**/owners***: (check one)

- ☒ have no relative who is a member of the board or an employee of the board, OR
☐ have a relative who is a member of the board or an employee of the board, whose name is:

The contractor's principals**/owners*** ☒ is ☐ is not (check one) a member of the board. If applicable, the principal's/owner's name is: Belinthia Berry

Belinthia Berry
Belinthia Berry (Aug 19, 2026 08:10:25 EDT)

Signature of Board Member/Employee

Belinthia Berry

Print Name

08/19/2026

Date

* "Benefit financially from a contract" means the special private financial gain to a member, a special private financial gain to any principal which retains the member, the special private financial gain of the parent organization or subsidiary of a corporate principal which retains the member or the special private financial gain to any member's relatives or business associate or to a board employee and such benefit is not remote or speculative.

** "Principal" means an owner or high-level management employee with decision-making authority.

*** "Owner" means a person having any ownership interest in the contractor.

NOTICE: CONFLICTS OF INTEREST REGARDING BOARD MEMBERS AND BOARD EMPLOYEES MUST BE DISCLOSED PRIOR TO THE BOARD'S DISCUSSION OR VOTING TO APPROVE THE CONTRACT. BOARD MEMBERS WHO BENEFIT FINANCIALLY OR BOARD MEMBERS OR EMPLOYEES OF THE BOARD WHO HAVE A RELATIONSHIP WITH THE CONTRACTING VENDOR MUST ABSTAIN FROM VOTING DURING THE PERIOD OF TIME THE VOTES ARE CAST, AND THE CONTRACT MUST BE APPROVED BY A TWO-THIRDS VOTE OF THE BOARD WHEN A QUORUM HAS BEEN ESTABLISHED. COMPLETION OF THIS FORM DOES NOT IN ANY WAY SUPERSEDE OR SUBSTITUTE FOR COMPLIANCE WITH CONFLICT OF INTEREST DISCLOSURE REQUIREMENTS OF SECTION 112.3143, FLORIDA STATUTES, OR SECTION 101(f), WIOA.

FORM 8B MEMORANDUM OF VOTING CONFLICT FOR COUNTY, MUNICIPAL, AND OTHER LOCAL PUBLIC OFFICERS

LAST NAME—FIRST NAME—MIDDLE NAME Berry, Belinthia		NAME OF BOARD, COUNCIL, COMMISSION, AUTHORITY, OR COMMITTEE CareerSource Tampa Bay Workforce Board	
MAILING ADDRESS 4350 W. Cypress Steet Suite 850 Hillsborough		THE BOARD, COUNCIL, COMMISSION, AUTHORITY OR COMMITTEE ON WHICH I SERVE IS A UNIT OF: ☐ CITY ☒ COUNTY ☐ OTHER LOCAL AGENCY	
CITY Tampa, Florida 33607	COUNTY	NAME OF POLITICAL SUBDIVISION: Hillsborough and Pinellas County	
DATE ON WHICH VOTE OCCURRED 08/27/2026		MY POSITION IS: ☐ ELECTIVE ☒ APPOINTIVE	

WHO MUST FILE FORM 8B

This form is for use by any person serving at the county, city, or other local level of government on an appointed or elected board, council, commission, authority, or committee. It applies to members of advisory and non-advisory bodies who are presented with a voting conflict of interest under Section 112.3143, Florida Statutes.

Your responsibilities under the law when faced with voting on a measure in which you have a conflict of interest will vary greatly depending on whether you hold an elective or appointive position. For this reason, please pay close attention to the instructions on this form before completing and filing the form.

INSTRUCTIONS FOR COMPLIANCE WITH SECTION 112.3143, FLORIDA STATUTES

A person holding elective or appointive county, municipal, or other local public office **MUST ABSTAIN** from voting on a measure which would inure to his or her special private gain or loss. Each elected or appointed local officer also **MUST ABSTAIN** from knowingly voting on a measure which would inure to the special gain or loss of a principal (other than a government agency) by whom he or she is retained (including the parent, subsidiary, or sibling organization of a principal by which he or she is retained); to the special private gain or loss of a relative; or to the special private gain or loss of a business associate. Commissioners of community redevelopment agencies (CRAs) under Sec. 163.356 or 163.357, F.S., and officers of independent special tax districts elected on a one-acre, one-vote basis are not prohibited from voting in that capacity.

For purposes of this law, a “relative” includes only the officer’s father, mother, son, daughter, husband, wife, brother, sister, father-in-law, mother-in-law, son-in-law, and daughter-in-law. A “business associate” means any person or entity engaged in or carrying on a business enterprise with the officer as a partner, joint venturer, coowner of property, or corporate shareholder (where the shares of the corporation are not listed on any national or regional stock exchange).

* * * * *

ELECTED OFFICERS:

In addition to abstaining from voting in the situations described above, you must disclose the conflict:

PRIOR TO THE VOTE BEING TAKEN by publicly stating to the assembly the nature of your interest in the measure on which you are abstaining from voting; *and*

WITHIN 15 DAYS AFTER THE VOTE OCCURS by completing and filing this form with the person responsible for recording the minutes of the meeting, who should incorporate the form in the minutes.

* * * * *

APPOINTED OFFICERS:

Although you must abstain from voting in the situations described above, you are not prohibited by Section 112.3143 from otherwise participating in these matters. However, you must disclose the nature of the conflict before making any attempt to influence the decision, whether orally or in writing and whether made by you or at your direction.

IF YOU INTEND TO MAKE ANY ATTEMPT TO INFLUENCE THE DECISION PRIOR TO THE MEETING AT WHICH THE VOTE WILL BE TAKEN:

- You must complete and file this form (before making any attempt to influence the decision) with the person responsible for recording the minutes of the meeting, who will incorporate the form in the minutes. (Continued on page 2)

APPOINTED OFFICERS (continued)

- A copy of the form must be provided immediately to the other members of the agency.
- The form must be read publicly at the next meeting after the form is filed.

IF YOU MAKE NO ATTEMPT TO INFLUENCE THE DECISION EXCEPT BY DISCUSSION AT THE MEETING:

- You must disclose orally the nature of your conflict in the measure before participating.
- You must complete the form and file it within 15 days after the vote occurs with the person responsible for recording the minutes of the meeting, who must incorporate the form in the minutes. A copy of the form must be provided immediately to the other members of the agency, and the form must be read publicly at the next meeting after the form is filed.

DISCLOSURE OF LOCAL OFFICER'S INTEREST

I, Belinthia Berry, hereby disclose that on August 27, 20 26 :

(a) A measure came or will come before my agency which (check one or more)

☐ inured to my special private gain or loss;

☐ inured to the special gain or loss of my business associate, _____ ;

☐ inured to the special gain or loss of my relative, _____ ;

☒ inured to the special gain or loss of St. Petersburg College, by whom I am retained; or

☐ inured to the special gain or loss of _____, which is the parent subsidiary, or sibling organization or subsidiary of a principal which has retained me.

(b) The measure before my agency and the nature of my conflicting interest in the measure is as follows:

Related party contract votes for Summer Camp Agreement with St. Petersburg College.

If disclosure of specific information would violate confidentiality or privilege pursuant to law or rules governing attorneys, a public officer, who is also an attorney, may comply with the disclosure requirements of this section by disclosing the nature of the interest in such a way as to provide the public with notice of the conflict.

08/19/2026

Date Filed

Belinthia Berry
Belinthia Berry (Aug 19, 2026 08:10:25 EDT)
Signature

NOTICE: UNDER PROVISIONS OF FLORIDA STATUTES §112.317, A FAILURE TO MAKE ANY REQUIRED DISCLOSURE CONSTITUTES GROUNDS FOR AND MAY BE PUNISHED BY ONE OR MORE OF THE FOLLOWING: IMPEACHMENT, REMOVAL OR SUSPENSION FROM OFFICE OR EMPLOYMENT, DEMOTION, REDUCTION IN SALARY, REPRIMAND, OR A CIVIL PENALTY NOT TO EXCEED \$10,000.

EXHIBIT C
CONTRACT INFORMATION FORM

This form is to disclose a conflict or potential conflict and to seek approval of a contract involving a conflict or potential conflict of interest of board members or employees. All requested information is required. Failure to provide complete information may result in disapproval of the contract.

I, Don Noble, hereby certify the following information regarding a contract that was approved by a two-thirds (2/3) vote of a quorum of CareerSource Tampa Bay (CSTB) and will be executed and implemented immediately after receiving the State's approval in compliance with section 445.007(11), Florida Statutes.

Identification of all parties to the contract: St. Petersburg College and CSTB

Contractor Name & Address: St. Petersburg College (SPC) - 13805 58th St N, Clearwater, FL 33760

Contractor Contact Phone Number: (727) 341-4279

Contract Number or Other Identifying Information, if any:

Contract Term: 7/1/2026-6/30/2027

Value of the Contract with no extensions or renewals exercised: \$1,098.50

Value of the Contract with all extensions and renewals exercised: N/A

Description of goods and/or services to be provided under the Contract: Lease for American Job Center

Method of procurement for the contracted goods and/or services, if applicable:

Leases with institutions are necessary to cost effectively deliver services within the community.

Name of board member or employee whose conflict of interest required the board's approval of the contract by two-thirds (2/3) vote: Belinthia Berry

The nature of the conflicting interest in the contract: Employee of the organization

The board member or employee with the conflict of interest ☐ did ☐ did not (check one) attend the meeting(s), including subcommittee meetings, at which the board discussed or voted to approve the contract.

If the board member or employee with the conflict of interest attended the meeting(s), including subcommittee meetings, at which the board discussed or voted on the contract, the board member or employee abstained from voting.

I further attest that the following is being provided with this form:

- a. A certified board membership roster listing all members on the board at the time of the vote on the approval of the contract with a vote tally indicating attendance or absence at the meeting(s), including subcommittee meetings, and for those in attendance, the affirmative and negative votes and abstentions for each member.
- b. Consistent with the procedures outlined in section 112.3143, Florida Statutes, the dated and executed conflict of interest form that was submitted at or before the board meeting(s) in which a vote related to the contract took place, for board member/employee who has any relationship with the contracting vendor.
- c. A draft copy of the related party contract and amendments, as applicable.
- d. Documentation supporting the method of procurement of the related party contract, for contracts that require competitive selection / procurement process.
- e. A copy of the board meeting and committee meeting minutes that document the discussion and approval of the related party contract (including the name of the contractor and the value of the contract). The minutes must clearly reflect the verbal disclosure of the conflict during the meeting.

I certify that the information above is true and correct.

Signature of Board Chairperson / Vice Chairperson*

Don Noble

Print Name

Date

* Must be certified and attested to by the board's Chair or Vice Chair.

EXHIBIT D
DISCLOSURE AND CERTIFICATION OF
CONFLICT OF INTEREST IN A CONTRACT

I, Belinthia Berry, a board member / an employee of the board (circle one) hereby disclose that I, myself / my employer / my business / my organization / OR "Other" (describe) _____ (circle one or more) could benefit financially from the contract described below:

Local Workforce Development Board: CareerSource Tampa Bay - Region 28

Contractor Name & Address: St. Petersburg College, 13805 58th St. N, Clearwater, FL 33760

Contractor Contact Phone Number: (727) 341-4279

Description or Nature of Contract: Lease for American Job Center located at 682 E. Klosterman Rd, Tarpon Springs, FL 34689

Description of Financial Benefit*: Employee of organization

For purposes of the above contract the following disclosures are made: The contractor's principals**/owners***: (check one)

☒ have no relative who is a member of the board or an employee of the board, OR

☐ have a relative who is a member of the board or an employee of the board, whose name is:

The contractor's principals**/owners*** ☒ is ☐ is not (check one) a member of the board. If applicable, the principal's/owner's name is: Belinthia Berry

Belinthia A. Berry

Signature of Board Member/Employee

Belinthia Berry

Print Name

04/29/2026

Date

* "Benefit financially from a contract" means the special private financial gain to a member, a special private financial gain to any principal which retains the member, the special private financial gain of the parent organization or subsidiary of a corporate principal which retains the member or the special private financial gain to any member's relatives or business associate or to a board employee and such benefit is not remote or speculative.

** "Principal" means an owner or high-level management employee with decision-making authority.

*** "Owner" means a person having any ownership interest in the contractor.

NOTICE: CONFLICTS OF INTEREST REGARDING BOARD MEMBERS AND BOARD EMPLOYEES MUST BE DISCLOSED PRIOR TO THE BOARD'S DISCUSSION OR VOTING TO APPROVE THE CONTRACT. BOARD MEMBERS WHO BENEFIT FINANCIALLY OR BOARD MEMBERS OR EMPLOYEES OF THE BOARD WHO HAVE A RELATIONSHIP WITH THE CONTRACTING VENDOR MUST ABSTAIN FROM VOTING DURING THE PERIOD OF TIME THE VOTES ARE CAST, AND THE CONTRACT MUST BE APPROVED BY A TWO-THIRDS VOTE OF THE BOARD WHEN A QUORUM HAS BEEN ESTABLISHED. COMPLETION OF THIS FORM DOES NOT IN ANY WAY SUPERSEDE OR SUBSTITUTE FOR COMPLIANCE WITH CONFLICT OF INTEREST DISCLOSURE REQUIREMENTS OF SECTION 112.3143, FLORIDA STATUTES, OR SECTION 101(f), WIOA.

FORM 8B MEMORANDUM OF VOTING CONFLICT FOR COUNTY, MUNICIPAL, AND OTHER LOCAL PUBLIC OFFICERS

LAST NAME—FIRST NAME—MIDDLE NAME Berry, Belinthia		NAME OF BOARD, COUNCIL, COMMISSION, AUTHORITY, OR COMMITTEE CareerSource Tampa Bay Workforce Board	
MAILING ADDRESS 4350 W. Cypress Steet Suite 850 Hillsborough		THE BOARD, COUNCIL, COMMISSION, AUTHORITY OR COMMITTEE ON WHICH I SERVE IS A UNIT OF:	
CITY Tampa, Florida 33607	COUNTY	☐ CITY ☒ COUNTY ☐ OTHER LOCAL AGENCY	
DATE ON WHICH VOTE OCCURRED 8/27/26		NAME OF POLITICAL SUBDIVISION: Hillsborough and Pinellas County	
		MY POSITION IS: ☐ ELECTIVE ☒ APPOINTIVE	

WHO MUST FILE FORM 8B

This form is for use by any person serving at the county, city, or other local level of government on an appointed or elected board, council, commission, authority, or committee. It applies to members of advisory and non-advisory bodies who are presented with a voting conflict of interest under Section 112.3143, Florida Statutes.

Your responsibilities under the law when faced with voting on a measure in which you have a conflict of interest will vary greatly depending on whether you hold an elective or appointive position. For this reason, please pay close attention to the instructions on this form before completing and filing the form.

INSTRUCTIONS FOR COMPLIANCE WITH SECTION 112.3143, FLORIDA STATUTES

A person holding elective or appointive county, municipal, or other local public office **MUST ABSTAIN** from voting on a measure which would inure to his or her special private gain or loss. Each elected or appointed local officer also **MUST ABSTAIN** from knowingly voting on a measure which would inure to the special gain or loss of a principal (other than a government agency) by whom he or she is retained (including the parent, subsidiary, or sibling organization of a principal by which he or she is retained); to the special private gain or loss of a relative; or to the special private gain or loss of a business associate. Commissioners of community redevelopment agencies (CRAs) under Sec. 163.356 or 163.357, F.S., and officers of independent special tax districts elected on a one-acre, one-vote basis are not prohibited from voting in that capacity.

For purposes of this law, a "relative" includes only the officer's father, mother, son, daughter, husband, wife, brother, sister, father-in-law, mother-in-law, son-in-law, and daughter-in-law. A "business associate" means any person or entity engaged in or carrying on a business enterprise with the officer as a partner, joint venturer, coowner of property, or corporate shareholder (where the shares of the corporation are not listed on any national or regional stock exchange).

* * * * *

ELECTED OFFICERS:

In addition to abstaining from voting in the situations described above, you must disclose the conflict:

PRIOR TO THE VOTE BEING TAKEN by publicly stating to the assembly the nature of your interest in the measure on which you are abstaining from voting; *and*

WITHIN 15 DAYS AFTER THE VOTE OCCURS by completing and filing this form with the person responsible for recording the minutes of the meeting, who should incorporate the form in the minutes.

* * * * *

APPOINTED OFFICERS:

Although you must abstain from voting in the situations described above, you are not prohibited by Section 112.3143 from otherwise participating in these matters. However, you must disclose the nature of the conflict before making any attempt to influence the decision, whether orally or in writing and whether made by you or at your direction.

IF YOU INTEND TO MAKE ANY ATTEMPT TO INFLUENCE THE DECISION PRIOR TO THE MEETING AT WHICH THE VOTE WILL BE TAKEN:

- You must complete and file this form (before making any attempt to influence the decision) with the person responsible for recording the minutes of the meeting, who will incorporate the form in the minutes. (Continued on page 2)

APPOINTED OFFICERS (continued)

- A copy of the form must be provided immediately to the other members of the agency.
- The form must be read publicly at the next meeting after the form is filed.

IF YOU MAKE NO ATTEMPT TO INFLUENCE THE DECISION EXCEPT BY DISCUSSION AT THE MEETING:

- You must disclose orally the nature of your conflict in the measure before participating.
- You must complete the form and file it within 15 days after the vote occurs with the person responsible for recording the minutes of the meeting, who must incorporate the form in the minutes. A copy of the form must be provided immediately to the other members of the agency, and the form must be read publicly at the next meeting after the form is filed.

DISCLOSURE OF LOCAL OFFICER'S INTEREST

I, Belinthia Berry, hereby disclose that on 8/27, 20 26 :

(a) A measure came or will come before my agency which (check one or more)

☐ inured to my special private gain or loss;

☐ inured to the special gain or loss of my business associate, _____ ;

☐ inured to the special gain or loss of my relative, _____ ;

☒ inured to the special gain or loss of St. Petersburg College, by whom I am retained; or

☐ inured to the special gain or loss of _____, which is the parent subsidiary, or sibling organization or subsidiary of a principal which has retained me.

(b) The measure before my agency and the nature of my conflicting interest in the measure is as follows:

Related party contract votes for Lease Agreement with St. Petersburg College for premises located at 682 E. Klosterman Road, Tarpon Springs, FL 34689.

If disclosure of specific information would violate confidentiality or privilege pursuant to law or rules governing attorneys, a public officer, who is also an attorney, may comply with the disclosure requirements of this section by disclosing the nature of the interest in such a way as to provide the public with notice of the conflict.

04/29/2026

Date Filed

Belinthia A. Berry
Signature

NOTICE: UNDER PROVISIONS OF FLORIDA STATUTES §112.317, A FAILURE TO MAKE ANY REQUIRED DISCLOSURE CONSTITUTES GROUNDS FOR AND MAY BE PUNISHED BY ONE OR MORE OF THE FOLLOWING: IMPEACHMENT, REMOVAL OR SUSPENSION FROM OFFICE OR EMPLOYMENT, DEMOTION, REDUCTION IN SALARY, REPRIMAND, OR A CIVIL PENALTY NOT TO EXCEED \$10,000.

EXHIBIT C
CONTRACT INFORMATION FORM

This form is to disclose a conflict or potential conflict and to seek approval of a contract involving a conflict or potential conflict of interest of board members or employees. All requested information is required. Failure to provide complete information may result in disapproval of the contract.

I, Don Noble, hereby certify the following information regarding a contract that was approved by a two-thirds (2/3) vote of a quorum of CareerSource Tampa Bay (CSTB) and will be executed and implemented immediately after receiving the State's approval in compliance with section 445.007(11), Florida Statutes.

Identification of all parties to the contract: St. Petersburg College and CSTB

Contractor Name & Address: St. Petersburg College (SPC) - 13805 58th St N, Clearwater, FL 33760

Contractor Contact Phone Number: (727) 341-4279

Contract Number or Other Identifying Information, if any:

Contract Term: Effective on the date of the last signature of the agreement through March 8, 2027

Value of the Contract with no extensions or renewals exercised: \$189,750.00

Value of the Contract with all extensions and renewals exercised: N/A

Description of goods and/or services to be provided under the Contract: Workforce Readiness & Development Program

Method of procurement for the contracted goods and/or services, if applicable:

Name of board member or employee whose conflict of interest required the board's approval of the contract by two-thirds (2/3) vote: Belinthia Berry

The nature of the conflicting interest in the contract: Employee of the organization

The board member or employee with the conflict of interest ☐ did ☐ did not (check one) attend the meeting(s), including subcommittee meetings, at which the board discussed or voted to approve the contract.

If the board member or employee with the conflict of interest attended the meeting(s), including subcommittee meetings, at which the board discussed or voted on the contract, the board member or employee abstained from voting.

I further attest that the following is being provided with this form:

- a. A certified board membership roster listing all members on the board at the time of the vote on the approval of the contract with a vote tally indicating attendance or absence at the meeting(s), including subcommittee meetings, and for those in attendance, the affirmative and negative votes and abstentions for each member.
- b. Consistent with the procedures outlined in section 112.3143, Florida Statutes, the dated and executed conflict of interest form that was submitted at or before the board meeting(s) in which a vote related to the contract took place, for board member/employee who has any relationship with the contracting vendor.
- c. A draft copy of the related party contract and amendments, as applicable.
- d. Documentation supporting the method of procurement of the related party contract, for contracts that require competitive selection / procurement process.
- e. A copy of the board meeting and committee meeting minutes that document the discussion and approval of the related party contract (including the name of the contractor and the value of the contract). The minutes must clearly reflect the verbal disclosure of the conflict during the meeting.

I certify that the information above is true and correct.

Signature of Board Chairperson / Vice Chairperson*

Don Noble

Print Name

Date

* Must be certified and attested to by the board's Chair or Vice Chair.

EXHIBIT D
DISCLOSURE AND CERTIFICATION OF
CONFLICT OF INTEREST IN A CONTRACT

I, Belinthia Berry, a board member / an employee of the board (circle one) hereby disclose that I, myself / my employer / my business / my organization / OR "Other" (describe) _____ (circle one or more) could benefit financially from the contract described below:

Local Workforce Development Board: CareerSource Tampa Bay - Region 28

Contractor Name & Address: St. Petersburg College (SPC) - 13805 58th St N, Clearwater, FL 33760

Contractor Contact Phone Number: (727) 341-4279

Description or Nature of Contract: Edge Services Agreement (Workforce readiness & development program)

Description of Financial Benefit*: Employee of organization

For purposes of the above contract the following disclosures are made: The contractor's principals**/owners***: (check one)

- ☒ have no relative who is a member of the board or an employee of the board, OR
☐ have a relative who is a member of the board or an employee of the board, whose name is:

The contractor's principals**/owners*** ☒ is ☐ is not (check one) a member of the board. If applicable, the principal's/owner's name is: Belinthia Berry



Belinthia Berry (Aug 19, 2026 09:08:36 EDT)

Signature of Board Member/Employee

Belinthia Berry

Print Name

08/19/2026

Date

* "Benefit financially from a contract" means the special private financial gain to a member, a special private financial gain to any principal which retains the member, the special private financial gain of the parent organization or subsidiary of a corporate principal which retains the member or the special private financial gain to any member's relatives or business associate or to a board employee and such benefit is not remote or speculative.

** "Principal" means an owner or high-level management employee with decision-making authority.

*** "Owner" means a person having any ownership interest in the contractor.

NOTICE: CONFLICTS OF INTEREST REGARDING BOARD MEMBERS AND BOARD EMPLOYEES MUST BE DISCLOSED PRIOR TO THE BOARD'S DISCUSSION OR VOTING TO APPROVE THE CONTRACT. BOARD MEMBERS WHO BENEFIT FINANCIALLY OR BOARD MEMBERS OR EMPLOYEES OF THE BOARD WHO HAVE A RELATIONSHIP WITH THE CONTRACTING VENDOR MUST ABSTAIN FROM VOTING DURING THE PERIOD OF TIME THE VOTES ARE CAST, AND THE CONTRACT MUST BE APPROVED BY A TWO-THIRDS VOTE OF THE BOARD WHEN A QUORUM HAS BEEN ESTABLISHED. COMPLETION OF THIS FORM DOES NOT IN ANY WAY SUPERSEDE OR SUBSTITUTE FOR COMPLIANCE WITH CONFLICT OF INTEREST DISCLOSURE REQUIREMENTS OF SECTION 112.3143, FLORIDA STATUTES, OR SECTION 101(f), WIOA.

FORM 8B MEMORANDUM OF VOTING CONFLICT FOR COUNTY, MUNICIPAL, AND OTHER LOCAL PUBLIC OFFICERS

LAST NAME—FIRST NAME—MIDDLE NAME Berry, Belinthia		NAME OF BOARD, COUNCIL, COMMISSION, AUTHORITY, OR COMMITTEE CareerSource Tampa Bay Workforce Board	
MAILING ADDRESS 4350 W. Cypress Steet Suite 850 Hillsborough		THE BOARD, COUNCIL, COMMISSION, AUTHORITY OR COMMITTEE ON WHICH I SERVE IS A UNIT OF: ☐ CITY ☒ COUNTY ☐ OTHER LOCAL AGENCY	
CITY Tampa, Florida 33607	COUNTY	NAME OF POLITICAL SUBDIVISION: Hillsborough and Pinellas County	
DATE ON WHICH VOTE OCCURRED 08/27/2026		MY POSITION IS: ☐ ELECTIVE ☒ APPOINTIVE	

WHO MUST FILE FORM 8B

This form is for use by any person serving at the county, city, or other local level of government on an appointed or elected board, council, commission, authority, or committee. It applies to members of advisory and non-advisory bodies who are presented with a voting conflict of interest under Section 112.3143, Florida Statutes.

Your responsibilities under the law when faced with voting on a measure in which you have a conflict of interest will vary greatly depending on whether you hold an elective or appointive position. For this reason, please pay close attention to the instructions on this form before completing and filing the form.

INSTRUCTIONS FOR COMPLIANCE WITH SECTION 112.3143, FLORIDA STATUTES

A person holding elective or appointive county, municipal, or other local public office **MUST ABSTAIN** from voting on a measure which would inure to his or her special private gain or loss. Each elected or appointed local officer also **MUST ABSTAIN** from knowingly voting on a measure which would inure to the special gain or loss of a principal (other than a government agency) by whom he or she is retained (including the parent, subsidiary, or sibling organization of a principal by which he or she is retained); to the special private gain or loss of a relative; or to the special private gain or loss of a business associate. Commissioners of community redevelopment agencies (CRAs) under Sec. 163.356 or 163.357, F.S., and officers of independent special tax districts elected on a one-acre, one-vote basis are not prohibited from voting in that capacity.

For purposes of this law, a "relative" includes only the officer's father, mother, son, daughter, husband, wife, brother, sister, father-in-law, mother-in-law, son-in-law, and daughter-in-law. A "business associate" means any person or entity engaged in or carrying on a business enterprise with the officer as a partner, joint venturer, coowner of property, or corporate shareholder (where the shares of the corporation are not listed on any national or regional stock exchange).

* * * * *

ELECTED OFFICERS:

In addition to abstaining from voting in the situations described above, you must disclose the conflict:

PRIOR TO THE VOTE BEING TAKEN by publicly stating to the assembly the nature of your interest in the measure on which you are abstaining from voting; *and*

WITHIN 15 DAYS AFTER THE VOTE OCCURS by completing and filing this form with the person responsible for recording the minutes of the meeting, who should incorporate the form in the minutes.

* * * * *

APPOINTED OFFICERS:

Although you must abstain from voting in the situations described above, you are not prohibited by Section 112.3143 from otherwise participating in these matters. However, you must disclose the nature of the conflict before making any attempt to influence the decision, whether orally or in writing and whether made by you or at your direction.

IF YOU INTEND TO MAKE ANY ATTEMPT TO INFLUENCE THE DECISION PRIOR TO THE MEETING AT WHICH THE VOTE WILL BE TAKEN:

- You must complete and file this form (before making any attempt to influence the decision) with the person responsible for recording the minutes of the meeting, who will incorporate the form in the minutes. (Continued on page 2)

APPOINTED OFFICERS (continued)

- A copy of the form must be provided immediately to the other members of the agency.
- The form must be read publicly at the next meeting after the form is filed.

IF YOU MAKE NO ATTEMPT TO INFLUENCE THE DECISION EXCEPT BY DISCUSSION AT THE MEETING:

- You must disclose orally the nature of your conflict in the measure before participating.
- You must complete the form and file it within 15 days after the vote occurs with the person responsible for recording the minutes of the meeting, who must incorporate the form in the minutes. A copy of the form must be provided immediately to the other members of the agency, and the form must be read publicly at the next meeting after the form is filed.

DISCLOSURE OF LOCAL OFFICER'S INTEREST

I, Belinthia Berry, hereby disclose that on August 27, 20 26 :

(a) A measure came or will come before my agency which (check one or more)

☐ inured to my special private gain or loss;

☐ inured to the special gain or loss of my business associate, _____ ;

☐ inured to the special gain or loss of my relative, _____ ;

☒ inured to the special gain or loss of St. Petersburg College, by whom I am retained; or

☐ inured to the special gain or loss of _____ , which is the parent subsidiary, or sibling organization or subsidiary of a principal which has retained me.

(b) The measure before my agency and the nature of my conflicting interest in the measure is as follows:

Related party contract votes for Edge Services Agreement with St. Petersburg College.

If disclosure of specific information would violate confidentiality or privilege pursuant to law or rules governing attorneys, a public officer, who is also an attorney, may comply with the disclosure requirements of this section by disclosing the nature of the interest in such a way as to provide the public with notice of the conflict.

08/19/2026

Date Filed



Belinthia Berry (Aug 19, 2026 09:06:36 EDT)

Signature

NOTICE: UNDER PROVISIONS OF FLORIDA STATUTES §112.317, A FAILURE TO MAKE ANY REQUIRED DISCLOSURE CONSTITUTES GROUNDS FOR AND MAY BE PUNISHED BY ONE OR MORE OF THE FOLLOWING: IMPEACHMENT, REMOVAL OR SUSPENSION FROM OFFICE OR EMPLOYMENT, DEMOTION, REDUCTION IN SALARY, REPRIMAND, OR A CIVIL PENALTY NOT TO EXCEED \$10,000.



Action Item

Related Party Contracts

Pinellas County Schools (PCS)

Background:

Related Party

Local Workforce Development Boards (LWDBs) are required to comply with all requirements of Section 445.007, Florida Statutes, prior to contracting with a board member, with an organization represented by its own board member, or with any entity where a board member has any relationship with the contracting vendor. This section mandates all LWDBs, entering a contract, including contract renewal or extension, with an organization or individual represented on the Board, must meet the following requirements:

- Approve the contract by a two-thirds (2/3rd) vote of the Board, when a quorum has been established.
- Board members who could benefit financially from the transaction or who have any relationship with the contracting vendor must disclose any such conflicts prior to the board vote on the contract.
- Board members who could benefit financially from the transaction or board members who have any relationship with the contracting vendor must abstain from voting on the contracts; and
- Prior to entering such contracts, contracts \$10,000 or higher, if funded by Florida Department of Commerce, require Florida Department of Commerce approval. Contracts less than \$10,000 do not require approval but notification.

Required Forms

For each related party contract, CSTB must ensure the required forms are completed, date, executed and certified prior to execution of the contract or incurring expenditures. The required forms follow this action item.

Information: Board member – Dr. Dywayne B. Hinds

No.	Agreement	Description	Term	Contract Value
1	MyJourney Agreement	MyJourney Career Success Workshops	Last signature date through 01/2027, unless mutually extended.	\$84,689.20 (funded by PCS)
2	Facility Lease	Pinellas Technical College – Clearwater Campus	10/2026-11/2026	\$3,000 (estimated)

- MyJourney Agreement: Pilot implementation of the MyJourney Career Success Workshops to 11th and 12th grade students at five Pinellas County Schools Educational Alternative Services (EAS) sites: Bayside High School, Pinellas High Innovation, Lealman Innovation Academy, Calvin Hunsinger School, and Richard L. Sanders School. The workshops modules will cover career exploration, career planning, job readiness and career navigation readiness.
- Facility Lease: This Agreement authorizes CareerSource Tampa Bay to use designated classrooms, meeting rooms, and related facilities at the Pinellas Technical College – Clearwater Campus for workforce development events, and other approved CareerSource Tampa Bay events.

Recommendation 1: Approval to execute MyJourney Career Success Workshops Agreement with Pinellas County Schools through January 2027.

Recommendation 2 : Approval to execute a Facility Lease agreement with Pinellas County Schools for the Term of 10/2026-11/2026 with notification to FloridaCommerce.

EXHIBIT C
CONTRACT INFORMATION FORM

This form is to disclose a conflict or potential conflict and to seek approval of a contract involving a conflict or potential conflict of interest of board members or employees. All requested information is required. Failure to provide complete information may result in disapproval of the contract.

I, Don Noble, hereby certify the following information regarding a contract that was approved by a two-thirds (2/3) vote of a quorum of CareerSource Tampa Bay (CSTB) and will be executed and implemented immediately after receiving the State's approval in compliance with section 445.007(11), Florida Statutes.

Identification of all parties to the contract: Pinellas County Schools and CSTB

Contractor Name & Address: Pinellas County Schools, 301 Fourth Street. SW, Largo, FL 33779

Contractor Contact Phone Number: (727) 588-5020

Contract Number or Other Identifying Information, if any:

Contract Term: Effective on the date of the last signature of the agreement through January 2027 unless extended by mutual agreement

Value of the Contract with no extensions or renewals exercised: \$84,689.20

Value of the Contract with all extensions and renewals exercised: N/A

Description of goods and/or services to be provided under the Contract: MyJourney Career Success Workshops

Method of procurement for the contracted goods and/or services, if applicable:

Name of board member or employee whose conflict of interest required the board's approval of the contract by two-thirds (2/3) vote: Dr. Dywayne B. Hinds, Sr.

The nature of the conflicting interest in the contract: Employee of the organization

The board member or employee with the conflict of interest ☐ did ☐ did not (check one) attend the meeting(s), including subcommittee meetings, at which the board discussed or voted to approve the contract.

If the board member or employee with the conflict of interest attended the meeting(s), including subcommittee meetings, at which the board discussed or voted on the contract, the board member or employee abstained from voting.

I further attest that the following is being provided with this form:

- a. A certified board membership roster listing all members on the board at the time of the vote on the approval of the contract with a vote tally indicating attendance or absence at the meeting(s), including subcommittee meetings, and for those in attendance, the affirmative and negative votes and abstentions for each member.
- b. Consistent with the procedures outlined in section 112.3143, Florida Statutes, the dated and executed conflict of interest form that was submitted at or before the board meeting(s) in which a vote related to the contract took place, for board member/employee who has any relationship with the contracting vendor.
- c. A draft copy of the related party contract and amendments, as applicable.
- d. Documentation supporting the method of procurement of the related party contract, for contracts that require competitive selection / procurement process.
- e. A copy of the board meeting and committee meeting minutes that document the discussion and approval of the related party contract (including the name of the contractor and the value of the contract). The minutes must clearly reflect the verbal disclosure of the conflict during the meeting.

I certify that the information above is true and correct.

Signature of Board Chairperson / Vice Chairperson*

Don Noble

Print Name

Date

* Must be certified and attested to by the board's Chair or Vice Chair.

EXHIBIT D
DISCLOSURE AND CERTIFICATION OF
CONFLICT OF INTEREST IN A CONTRACT

I, Dr. Dywayne B. Hinds, Sr., a board member / an employee of the board (circle one) hereby disclose that I, myself / my employer / my business / my organization / OR "Other" (describe) _____ (circle one or more) could benefit financially from the contract described below:

Local Workforce Development Board: CareerSource Tampa Bay - Region 28

Contractor Name & Address: Pinellas County Schools - 301 Fourth Street. SW, Largo, FL 33779

Contractor Contact Phone Number: (727) 588-5020

Description or Nature of Contract: MyJourney Career Success Workshops

Description of Financial Benefit*: Employee of organization

For purposes of the above contract the following disclosures are made: The contractor's principals**/owners***: (check one)

- ☒ have no relative who is a member of the board or an employee of the board, OR
☐ have a relative who is a member of the board or an employee of the board, whose name is:

The contractor's principals**/owners*** ☒ is ☐ is not (check one) a member of the board. If applicable, the principal's/owner's name is: Dr. Dywayne B. Hinds, Sr.

Dywayne Hinds
Dywayne Hinds (Aug 19, 2026 09:47:57 EDT)
Signature of Board Member/Employee

Dr. Dywayne B. Hinds, Sr.
Print Name

08/19/2026

Date

* "Benefit financially from a contract" means the special private financial gain to a member, a special private financial gain to any principal which retains the member, the special private financial gain of the parent organization or subsidiary of a corporate principal which retains the member or the special private financial gain to any member's relatives or business associate or to a board employee and such benefit is not remote or speculative.

** "Principal" means an owner or high-level management employee with decision-making authority.

*** "Owner" means a person having any ownership interest in the contractor.

NOTICE: CONFLICTS OF INTEREST REGARDING BOARD MEMBERS AND BOARD EMPLOYEES MUST BE DISCLOSED PRIOR TO THE BOARD'S DISCUSSION OR VOTING TO APPROVE THE CONTRACT. BOARD MEMBERS WHO BENEFIT FINANCIALLY OR BOARD MEMBERS OR EMPLOYEES OF THE BOARD WHO HAVE A RELATIONSHIP WITH THE CONTRACTING VENDOR MUST ABSTAIN FROM VOTING DURING THE PERIOD OF TIME THE VOTES ARE CAST, AND THE CONTRACT MUST BE APPROVED BY A TWO-THIRDS VOTE OF THE BOARD WHEN A QUORUM HAS BEEN ESTABLISHED. COMPLETION OF THIS FORM DOES NOT IN ANY WAY SUPERSEDE OR SUBSTITUTE FOR COMPLIANCE WITH CONFLICT OF INTEREST DISCLOSURE REQUIREMENTS OF SECTION 112.3143, FLORIDA STATUTES, OR SECTION 101(f), WIOA.

FORM 8B MEMORANDUM OF VOTING CONFLICT FOR COUNTY, MUNICIPAL, AND OTHER LOCAL PUBLIC OFFICERS

LAST NAME—FIRST NAME—MIDDLE NAME Hinds, Sr., Dywayne B.		NAME OF BOARD, COUNCIL, COMMISSION, AUTHORITY, OR COMMITTEE CareerSource Tampa Bay Workforce Board	
MAILING ADDRESS 4350 W. Cypress Steet Suite 850 Hillsborough		THE BOARD, COUNCIL, COMMISSION, AUTHORITY OR COMMITTEE ON WHICH I SERVE IS A UNIT OF: ☐ CITY ☒ COUNTY ☐ OTHER LOCAL AGENCY	
CITY Tampa, Florida 33607	COUNTY	NAME OF POLITICAL SUBDIVISION: Hillsborough and Pinellas County	
DATE ON WHICH VOTE OCCURRED 08/27/2026		MY POSITION IS: ☐ ELECTIVE ☒ APPOINTIVE	

WHO MUST FILE FORM 8B

This form is for use by any person serving at the county, city, or other local level of government on an appointed or elected board, council, commission, authority, or committee. It applies to members of advisory and non-advisory bodies who are presented with a voting conflict of interest under Section 112.3143, Florida Statutes.

Your responsibilities under the law when faced with voting on a measure in which you have a conflict of interest will vary greatly depending on whether you hold an elective or appointive position. For this reason, please pay close attention to the instructions on this form before completing and filing the form.

INSTRUCTIONS FOR COMPLIANCE WITH SECTION 112.3143, FLORIDA STATUTES

A person holding elective or appointive county, municipal, or other local public office **MUST ABSTAIN** from voting on a measure which would inure to his or her special private gain or loss. Each elected or appointed local officer also **MUST ABSTAIN** from knowingly voting on a measure which would inure to the special gain or loss of a principal (other than a government agency) by whom he or she is retained (including the parent, subsidiary, or sibling organization of a principal by which he or she is retained); to the special private gain or loss of a relative; or to the special private gain or loss of a business associate. Commissioners of community redevelopment agencies (CRAs) under Sec. 163.356 or 163.357, F.S., and officers of independent special tax districts elected on a one-acre, one-vote basis are not prohibited from voting in that capacity.

For purposes of this law, a "relative" includes only the officer's father, mother, son, daughter, husband, wife, brother, sister, father-in-law, mother-in-law, son-in-law, and daughter-in-law. A "business associate" means any person or entity engaged in or carrying on a business enterprise with the officer as a partner, joint venturer, coowner of property, or corporate shareholder (where the shares of the corporation are not listed on any national or regional stock exchange).

* * * * *

ELECTED OFFICERS:

In addition to abstaining from voting in the situations described above, you must disclose the conflict:

PRIOR TO THE VOTE BEING TAKEN by publicly stating to the assembly the nature of your interest in the measure on which you are abstaining from voting; *and*

WITHIN 15 DAYS AFTER THE VOTE OCCURS by completing and filing this form with the person responsible for recording the minutes of the meeting, who should incorporate the form in the minutes.

* * * * *

APPOINTED OFFICERS:

Although you must abstain from voting in the situations described above, you are not prohibited by Section 112.3143 from otherwise participating in these matters. However, you must disclose the nature of the conflict before making any attempt to influence the decision, whether orally or in writing and whether made by you or at your direction.

IF YOU INTEND TO MAKE ANY ATTEMPT TO INFLUENCE THE DECISION PRIOR TO THE MEETING AT WHICH THE VOTE WILL BE TAKEN:

- You must complete and file this form (before making any attempt to influence the decision) with the person responsible for recording the minutes of the meeting, who will incorporate the form in the minutes. (Continued on page 2)

APPOINTED OFFICERS (continued)

- A copy of the form must be provided immediately to the other members of the agency.
- The form must be read publicly at the next meeting after the form is filed.

IF YOU MAKE NO ATTEMPT TO INFLUENCE THE DECISION EXCEPT BY DISCUSSION AT THE MEETING:

- You must disclose orally the nature of your conflict in the measure before participating.
- You must complete the form and file it within 15 days after the vote occurs with the person responsible for recording the minutes of the meeting, who must incorporate the form in the minutes. A copy of the form must be provided immediately to the other members of the agency, and the form must be read publicly at the next meeting after the form is filed.

DISCLOSURE OF LOCAL OFFICER'S INTEREST

I, Dr. Dywayne B. Hinds, Sr., hereby disclose that on August 27, 20 26 :

(a) A measure came or will come before my agency which (check one or more)

- ☐ inured to my special private gain or loss;
- ☐ inured to the special gain or loss of my business associate, _____ ;
- ☐ inured to the special gain or loss of my relative, _____ ;
- ☒ inured to the special gain or loss of Pinellas County Schools, by whom I am retained; or
- ☐ inured to the special gain or loss of _____ , which is the parent subsidiary, or sibling organization or subsidiary of a principal which has retained me.

(b) The measure before my agency and the nature of my conflicting interest in the measure is as follows:

Related party contract votes for Agreement with Pinellas County Schools for the MyJourney Career Success Workshops.

If disclosure of specific information would violate confidentiality or privilege pursuant to law or rules governing attorneys, a public officer, who is also an attorney, may comply with the disclosure requirements of this section by disclosing the nature of the interest in such a way as to provide the public with notice of the conflict.

08/19/2026

Date Filed

Dywayne Hinds

Dywayne Hinds (Aug 19, 2026 09:47:57 EDT)

Signature

NOTICE: UNDER PROVISIONS OF FLORIDA STATUTES §112.317, A FAILURE TO MAKE ANY REQUIRED DISCLOSURE CONSTITUTES GROUNDS FOR AND MAY BE PUNISHED BY ONE OR MORE OF THE FOLLOWING: IMPEACHMENT, REMOVAL OR SUSPENSION FROM OFFICE OR EMPLOYMENT, DEMOTION, REDUCTION IN SALARY, REPRIMAND, OR A CIVIL PENALTY NOT TO EXCEED \$10,000.

EXHIBIT C
CONTRACT INFORMATION FORM

This form is to disclose a conflict or potential conflict and to seek approval of a contract involving a conflict or potential conflict of interest of board members or employees. All requested information is required. Failure to provide complete information may result in disapproval of the contract.

I, Don Noble, hereby certify the following information regarding a contract that was approved by a two-thirds (2/3) vote of a quorum of CareerSource Tampa Bay (CSTB) and will be executed and implemented immediately after receiving the State's approval in compliance with section 445.007(11), Florida Statutes.

Identification of all parties to the contract: Pinellas County Schools and CSTB

Contractor Name & Address: Pinellas County Schools, 301 Fourth Street. SW, Largo, FL 33779

Contractor Contact Phone Number: (727) 588-5020

Contract Number or Other Identifying Information, if any:

Contract Term: 10/2026 thru 11/2026

Value of the Contract with no extensions or renewals exercised: \$3,000.00

Value of the Contract with all extensions and renewals exercised: N/A

Description of goods and/or services to be provided under the Contract: Facility Lease for Pinellas Technical College - Clearwater Campus

Method of procurement for the contracted goods and/or services, if applicable:

Name of board member or employee whose conflict of interest required the board's approval of the contract by two-thirds (2/3) vote: Dr. Dywayne B. Hinds, Sr.

The nature of the conflicting interest in the contract: Employee of the organization

The board member or employee with the conflict of interest ☐ did ☐ did not (check one) attend the meeting(s), including subcommittee meetings, at which the board discussed or voted to approve the contract.

If the board member or employee with the conflict of interest attended the meeting(s), including subcommittee meetings, at which the board discussed or voted on the contract, the board member or employee abstained from voting.

I further attest that the following is being provided with this form:

- a. A certified board membership roster listing all members on the board at the time of the vote on the approval of the contract with a vote tally indicating attendance or absence at the meeting(s), including subcommittee meetings, and for those in attendance, the affirmative and negative votes and abstentions for each member.
- b. Consistent with the procedures outlined in section 112.3143, Florida Statutes, the dated and executed conflict of interest form that was submitted at or before the board meeting(s) in which a vote related to the contract took place, for board member/employee who has any relationship with the contracting vendor.
- c. A draft copy of the related party contract and amendments, as applicable.
- d. Documentation supporting the method of procurement of the related party contract, for contracts that require competitive selection / procurement process.
- e. A copy of the board meeting and committee meeting minutes that document the discussion and approval of the related party contract (including the name of the contractor and the value of the contract). The minutes must clearly reflect the verbal disclosure of the conflict during the meeting.

I certify that the information above is true and correct.

Signature of Board Chairperson / Vice Chairperson*

Don Noble

Print Name

Date

* Must be certified and attested to by the board's Chair or Vice Chair.

EXHIBIT D
DISCLOSURE AND CERTIFICATION OF
CONFLICT OF INTEREST IN A CONTRACT

I, Dr. Dywayne B. Hinds, Sr., a board member / an employee of the board (circle one) hereby disclose that I, myself / my employer / my business / my organization / OR "Other" (describe) _____ (circle one or more) could benefit financially from the contract described below:

Local Workforce Development Board: CareerSource Tampa Bay - Region 28

Contractor Name & Address: Pinellas County Schools - 301 Fourth Street. SW, Largo, FL 33779

Contractor Contact Phone Number: (727) 588-5020

Description or Nature of Contract: Facility Lease at the Pinellas Technical College - Clearwater Campus

Description of Financial Benefit*: Employee of organization

For purposes of the above contract the following disclosures are made: The contractor's principals**/owners***: (check one)

- ☒ have no relative who is a member of the board or an employee of the board, OR
☐ have a relative who is a member of the board or an employee of the board, whose name is:

The contractor's principals**/owners*** ☒ is ☐ is not (check one) a member of the board. If applicable, the principal's/owner's name is: Dr. Dywayne B. Hinds, Sr.

Dr. Dywayne B. Hinds Sr

Signature of Board Member/Employee

Dr. Dywayne B. Hinds, Sr.

Print Name

08/20/2026

Date

* "Benefit financially from a contract" means the special private financial gain to a member, a special private financial gain to any principal which retains the member, the special private financial gain of the parent organization or subsidiary of a corporate principal which retains the member or the special private financial gain to any member's relatives or business associate or to a board employee and such benefit is not remote or speculative.

** "Principal" means an owner or high-level management employee with decision-making authority.

*** "Owner" means a person having any ownership interest in the contractor.

NOTICE: CONFLICTS OF INTEREST REGARDING BOARD MEMBERS AND BOARD EMPLOYEES MUST BE DISCLOSED PRIOR TO THE BOARD'S DISCUSSION OR VOTING TO APPROVE THE CONTRACT. BOARD MEMBERS WHO BENEFIT FINANCIALLY OR BOARD MEMBERS OR EMPLOYEES OF THE BOARD WHO HAVE A RELATIONSHIP WITH THE CONTRACTING VENDOR MUST ABSTAIN FROM VOTING DURING THE PERIOD OF TIME THE VOTES ARE CAST, AND THE CONTRACT MUST BE APPROVED BY A TWO-THIRDS VOTE OF THE BOARD WHEN A QUORUM HAS BEEN ESTABLISHED. COMPLETION OF THIS FORM DOES NOT IN ANY WAY SUPERSEDE OR SUBSTITUTE FOR COMPLIANCE WITH CONFLICT OF INTEREST DISCLOSURE REQUIREMENTS OF SECTION 112.3143, FLORIDA STATUTES, OR SECTION 101(f), WIOA.

FORM 8B MEMORANDUM OF VOTING CONFLICT FOR COUNTY, MUNICIPAL, AND OTHER LOCAL PUBLIC OFFICERS

LAST NAME—FIRST NAME—MIDDLE NAME Hinds, Sr., Dywayne B.		NAME OF BOARD, COUNCIL, COMMISSION, AUTHORITY, OR COMMITTEE CareerSource Tampa Bay Workforce Board	
MAILING ADDRESS 4350 W. Cypress Steet Suite 850 Hillsborough		THE BOARD, COUNCIL, COMMISSION, AUTHORITY OR COMMITTEE ON WHICH I SERVE IS A UNIT OF: ☐ CITY ☒ COUNTY ☐ OTHER LOCAL AGENCY	
CITY Tampa, Florida 33607	COUNTY	NAME OF POLITICAL SUBDIVISION: Hillsborough and Pinellas County	
DATE ON WHICH VOTE OCCURRED 08/27/2026		MY POSITION IS: ☐ ELECTIVE ☒ APPOINTIVE	

WHO MUST FILE FORM 8B

This form is for use by any person serving at the county, city, or other local level of government on an appointed or elected board, council, commission, authority, or committee. It applies to members of advisory and non-advisory bodies who are presented with a voting conflict of interest under Section 112.3143, Florida Statutes.

Your responsibilities under the law when faced with voting on a measure in which you have a conflict of interest will vary greatly depending on whether you hold an elective or appointive position. For this reason, please pay close attention to the instructions on this form before completing and filing the form.

INSTRUCTIONS FOR COMPLIANCE WITH SECTION 112.3143, FLORIDA STATUTES

A person holding elective or appointive county, municipal, or other local public office **MUST ABSTAIN** from voting on a measure which would inure to his or her special private gain or loss. Each elected or appointed local officer also **MUST ABSTAIN** from knowingly voting on a measure which would inure to the special gain or loss of a principal (other than a government agency) by whom he or she is retained (including the parent, subsidiary, or sibling organization of a principal by which he or she is retained); to the special private gain or loss of a relative; or to the special private gain or loss of a business associate. Commissioners of community redevelopment agencies (CRAs) under Sec. 163.356 or 163.357, F.S., and officers of independent special tax districts elected on a one-acre, one-vote basis are not prohibited from voting in that capacity.

For purposes of this law, a "relative" includes only the officer's father, mother, son, daughter, husband, wife, brother, sister, father-in-law, mother-in-law, son-in-law, and daughter-in-law. A "business associate" means any person or entity engaged in or carrying on a business enterprise with the officer as a partner, joint venturer, coowner of property, or corporate shareholder (where the shares of the corporation are not listed on any national or regional stock exchange).

* * * * *

ELECTED OFFICERS:

In addition to abstaining from voting in the situations described above, you must disclose the conflict:

PRIOR TO THE VOTE BEING TAKEN by publicly stating to the assembly the nature of your interest in the measure on which you are abstaining from voting; *and*

WITHIN 15 DAYS AFTER THE VOTE OCCURS by completing and filing this form with the person responsible for recording the minutes of the meeting, who should incorporate the form in the minutes.

* * * * *

APPOINTED OFFICERS:

Although you must abstain from voting in the situations described above, you are not prohibited by Section 112.3143 from otherwise participating in these matters. However, you must disclose the nature of the conflict before making any attempt to influence the decision, whether orally or in writing and whether made by you or at your direction.

IF YOU INTEND TO MAKE ANY ATTEMPT TO INFLUENCE THE DECISION PRIOR TO THE MEETING AT WHICH THE VOTE WILL BE TAKEN:

- You must complete and file this form (before making any attempt to influence the decision) with the person responsible for recording the minutes of the meeting, who will incorporate the form in the minutes. (Continued on page 2)

APPOINTED OFFICERS (continued)

- A copy of the form must be provided immediately to the other members of the agency.
- The form must be read publicly at the next meeting after the form is filed.

IF YOU MAKE NO ATTEMPT TO INFLUENCE THE DECISION EXCEPT BY DISCUSSION AT THE MEETING:

- You must disclose orally the nature of your conflict in the measure before participating.
- You must complete the form and file it within 15 days after the vote occurs with the person responsible for recording the minutes of the meeting, who must incorporate the form in the minutes. A copy of the form must be provided immediately to the other members of the agency, and the form must be read publicly at the next meeting after the form is filed.

DISCLOSURE OF LOCAL OFFICER'S INTEREST

I, Dr. Dywayne B. Hinds, Sr., hereby disclose that on August 27, 20 26 :

(a) A measure came or will come before my agency which (check one or more)

- ☐ inured to my special private gain or loss;
- ☐ inured to the special gain or loss of my business associate, _____ ;
- ☐ inured to the special gain or loss of my relative, _____ ;
- ☒ inured to the special gain or loss of Pinellas County Schools, by whom I am retained; or
- ☐ inured to the special gain or loss of _____ , which is the parent subsidiary, or sibling organization or subsidiary of a principal which has retained me.

(b) The measure before my agency and the nature of my conflicting interest in the measure is as follows:

Related party contract votes for Facility Lease Agreement with Pinellas County Schools at the Pinellas Technical College - Clearwater Campus.

If disclosure of specific information would violate confidentiality or privilege pursuant to law or rules governing attorneys, a public officer, who is also an attorney, may comply with the disclosure requirements of this section by disclosing the nature of the interest in such a way as to provide the public with notice of the conflict.

08/20/2026

Date Filed

Dr. Dywayne B. Hinds Sr

Signature

NOTICE: UNDER PROVISIONS OF FLORIDA STATUTES §112.317, A FAILURE TO MAKE ANY REQUIRED DISCLOSURE CONSTITUTES GROUNDS FOR AND MAY BE PUNISHED BY ONE OR MORE OF THE FOLLOWING: IMPEACHMENT, REMOVAL OR SUSPENSION FROM OFFICE OR EMPLOYMENT, DEMOTION, REDUCTION IN SALARY, REPRIMAND, OR A CIVIL PENALTY NOT TO EXCEED \$10,000.



Action Item Related Party Contract Empact Solutions

Background:

Related Party

Local Workforce Development Boards (LWDBs) are required to comply with all requirements of Section 445.007, Florida Statutes, prior to contracting with a board member, with an organization represented by its own board member, or with any entity where a board member has any relationship with the contracting vendor. This section mandates all LWDBs, entering a contract, including contract renewal or extension, with an organization or individual represented on the Board, must meet the following requirements:

- a) Approve the contract by a two-thirds (2/3rd) vote of the Board, when a quorum has been established.
- b) Board members who could benefit financially from the transaction or who have any relationship with the contracting vendor must disclose any such conflicts prior to the board vote on the contract.
- c) Board members who could benefit financially from the transaction or board members who have any relationship with the contracting vendor must abstain from voting on the contracts; and
- d) Prior to entering such contracts, contracts \$10,000 or higher, if funded by Florida Department of Commerce, require Florida Department of Commerce approval. Contracts less than \$10,000 do not require approval but notification.

Required Forms

For each related party contract, CSTB must ensure the required forms are completed, date, executed and certified prior to execution of the contract or incurring expenditures. The required forms follow this action item.

Information

Organization Name	Board Member	Contract Value
Empact Solutions	Elizabeth Siplin	\$15,000 *

* On-the-Job training (OJT) for up to 2 eligible participants.

OJT is work-based training that provides eligible participants with knowledge or skills essential to the full and adequate performance of an eligible job/occupation that are in demand in the local area, appropriate for the program and included on the Targeted Occupations List or for an occupation for which the employer has requested OJT. Goal of the OJT is to provide the participant with the skills and experience needed to secure and retain unsubsidized employment. Employers are reimbursed for up to 50% reimbursement of the participant's wage rate, to up to 75% if certain criteria are met.

Recommendation: Approval to execute an On-the-Job Training contract with Empact Health ending 6/30/2027, contingent on FloridaCommerce approval.

EXHIBIT C
CONTRACT INFORMATION FORM

This form is to disclose a conflict or potential conflict and to seek approval of a contract involving a conflict or potential conflict of interest of board members or employees. All requested information is required. Failure to provide complete information may result in disapproval of the contract.

I, Don Noble, hereby certify the following information regarding a contract that was approved by a two-thirds (2/3) vote of a quorum of CareerSource Tampa Bay (CSTB) and will be executed and implemented immediately after receiving the State's approval in compliance with section 445.007(11), Florida Statutes.

Identification of all parties to the contract: **Empact Solutions and CSTB**

Contractor Name & Address: **Empact Solutions - 260 1st Avenue South, St. Pete, FL 33701**

Contractor Contact Phone Number: **(915) 355-7715**

Contract Number or Other Identifying Information, if any:

Contract Term: **Effective date thru 6/30/2027 (Will not auto-renew.)**

Value of the Contract with no extensions or renewals exercised: **15,000**

Value of the Contract with all extensions and renewals exercised:

Description of goods and/or services to be provided under the Contract: **On-the-Job (OJT)**

Method of procurement for the contracted goods and/or services, if applicable:

The organization will be participating in the On-the-Job (OJT) Training Program.

Name of board member or employee whose conflict of interest required the board's approval of the contract by two-thirds (2/3) vote: **Elizabeth Siplin**

The nature of the conflicting interest in the contract: **Employee of the organization**

The board member or employee with the conflict of interest ☐ did ☐ did not (check one) attend the meeting(s), including subcommittee meetings, at which the board discussed or voted to approve the contract.

If the board member or employee with the conflict of interest attended the meeting(s), including subcommittee meetings, at which the board discussed or voted on the contract, the board member or employee abstained from voting.

I further attest that the following is being provided with this form:

- a. A certified board membership roster listing all members on the board at the time of the vote on the approval of the contract with a vote tally indicating attendance or absence at the meeting(s), including subcommittee meetings, and for those in attendance, the affirmative and negative votes and abstentions for each member.
- b. Consistent with the procedures outlined in section 112.3143, Florida Statutes, the dated and executed conflict of interest form that was submitted at or before the board meeting(s) in which a vote related to the contract took place, for board member/employee who has any relationship with the contracting vendor.
- c. A draft copy of the related party contract and amendments, as applicable.
- d. Documentation supporting the method of procurement of the related party contract, for contracts that require competitive selection / procurement process.
- e. A copy of the board meeting and committee meeting minutes that document the discussion and approval of the related party contract (including the name of the contractor and the value of the contract). The minutes must clearly reflect the verbal disclosure of the conflict during the meeting.

I certify that the information above is true and correct.

Signature of Board Chairperson / Vice Chairperson*

Don Noble

Print Name

Date

* Must be certified and attested to by the board's Chair or Vice Chair.

EXHIBIT D
DISCLOSURE AND CERTIFICATION OF
CONFLICT OF INTEREST IN A CONTRACT

I, Elizabeth Siplin, a Board member / an employee of the board (circle one) hereby disclose that I, myself / my employer / my business / my organization / OR "Other" (describe) _____ (circle one or more) could benefit financially from the contract described below:

Local Workforce Development Board: CareerSource Tampa Bay - Region 28

Contractor Name & Address: Empact Solutions - 260 1st Avenue South, St. Pete, FL 33701

Contractor Contact Phone Number: (915) 355-7715

Description or Nature of Contract: On-the-Job Training (OJT)

Description of Financial Benefit*: Employee of organization

For purposes of the above contract the following disclosures are made: The contractor's principals**/owners***: (check one)

- ☒ have no relative who is a member of the board or an employee of the board, OR
☐ have a relative who is a member of the board or an employee of the board, whose name is:

The contractor's principals**/owners*** ☒ is ☐ is not (check one) a member of the board. If applicable, the principal's/owner's name is: Elizabeth Siplin

Elizabeth V. Siplin

Signature of Board Member/Employee

Elizabeth Siplin

Print Name

08/27/2026

Date

* "Benefit financially from a contract" means the special private financial gain to a member, a special private financial gain to any principal which retains the member, the special private financial gain of the parent organization or subsidiary of a corporate principal which retains the member or the special private financial gain to any member's relatives or business associate or to a board employee and such benefit is not remote or speculative.

** "Principal" means an owner or high-level management employee with decision-making authority.

*** "Owner" means a person having any ownership interest in the contractor.

NOTICE: CONFLICTS OF INTEREST REGARDING BOARD MEMBERS AND BOARD EMPLOYEES MUST BE DISCLOSED PRIOR TO THE BOARD'S DISCUSSION OR VOTING TO APPROVE THE CONTRACT. BOARD MEMBERS WHO BENEFIT FINANCIALLY OR BOARD MEMBERS OR EMPLOYEES OF THE BOARD WHO HAVE A RELATIONSHIP WITH THE CONTRACTING VENDOR MUST ABSTAIN FROM VOTING DURING THE PERIOD OF TIME THE VOTES ARE CAST, AND THE CONTRACT MUST BE APPROVED BY A TWO-THIRDS VOTE OF THE BOARD WHEN A QUORUM HAS BEEN ESTABLISHED. COMPLETION OF THIS FORM DOES NOT IN ANY WAY SUPERSEDE OR SUBSTITUTE FOR COMPLIANCE WITH CONFLICT OF INTEREST DISCLOSURE REQUIREMENTS OF SECTION 112.3143, FLORIDA STATUTES, OR SECTION 101(f), WIOA.

FORM 8B MEMORANDUM OF VOTING CONFLICT FOR COUNTY, MUNICIPAL, AND OTHER LOCAL PUBLIC OFFICERS

LAST NAME—FIRST NAME—MIDDLE NAME Siplin, Elizabeth		NAME OF BOARD, COUNCIL, COMMISSION, AUTHORITY, OR COMMITTEE CareerSource Tampa Bay Workforce Board	
MAILING ADDRESS 4350 W. Cypress Steet Suite 850 Hillsborough		THE BOARD, COUNCIL, COMMISSION, AUTHORITY OR COMMITTEE ON WHICH I SERVE IS A UNIT OF: ☐ CITY ☒ COUNTY ☐ OTHER LOCAL AGENCY	
CITY Tampa, Florida 33607	COUNTY	NAME OF POLITICAL SUBDIVISION: Hillsborough and Pinellas County	
DATE ON WHICH VOTE OCCURRED 08/27/2026		MY POSITION IS: ☐ ELECTIVE ☒ APPOINTIVE	

WHO MUST FILE FORM 8B

This form is for use by any person serving at the county, city, or other local level of government on an appointed or elected board, council, commission, authority, or committee. It applies to members of advisory and non-advisory bodies who are presented with a voting conflict of interest under Section 112.3143, Florida Statutes.

Your responsibilities under the law when faced with voting on a measure in which you have a conflict of interest will vary greatly depending on whether you hold an elective or appointive position. For this reason, please pay close attention to the instructions on this form before completing and filing the form.

INSTRUCTIONS FOR COMPLIANCE WITH SECTION 112.3143, FLORIDA STATUTES

A person holding elective or appointive county, municipal, or other local public office **MUST ABSTAIN** from voting on a measure which would inure to his or her special private gain or loss. Each elected or appointed local officer also **MUST ABSTAIN** from knowingly voting on a measure which would inure to the special gain or loss of a principal (other than a government agency) by whom he or she is retained (including the parent, subsidiary, or sibling organization of a principal by which he or she is retained); to the special private gain or loss of a relative; or to the special private gain or loss of a business associate. Commissioners of community redevelopment agencies (CRAs) under Sec. 163.356 or 163.357, F.S., and officers of independent special tax districts elected on a one-acre, one-vote basis are not prohibited from voting in that capacity.

For purposes of this law, a "relative" includes only the officer's father, mother, son, daughter, husband, wife, brother, sister, father-in-law, mother-in-law, son-in-law, and daughter-in-law. A "business associate" means any person or entity engaged in or carrying on a business enterprise with the officer as a partner, joint venturer, coowner of property, or corporate shareholder (where the shares of the corporation are not listed on any national or regional stock exchange).

* * * * *

ELECTED OFFICERS:

In addition to abstaining from voting in the situations described above, you must disclose the conflict:

PRIOR TO THE VOTE BEING TAKEN by publicly stating to the assembly the nature of your interest in the measure on which you are abstaining from voting; *and*

WITHIN 15 DAYS AFTER THE VOTE OCCURS by completing and filing this form with the person responsible for recording the minutes of the meeting, who should incorporate the form in the minutes.

* * * * *

APPOINTED OFFICERS:

Although you must abstain from voting in the situations described above, you are not prohibited by Section 112.3143 from otherwise participating in these matters. However, you must disclose the nature of the conflict before making any attempt to influence the decision, whether orally or in writing and whether made by you or at your direction.

IF YOU INTEND TO MAKE ANY ATTEMPT TO INFLUENCE THE DECISION PRIOR TO THE MEETING AT WHICH THE VOTE WILL BE TAKEN:

- You must complete and file this form (before making any attempt to influence the decision) with the person responsible for recording the minutes of the meeting, who will incorporate the form in the minutes. (Continued on page 2)

APPOINTED OFFICERS (continued)

- A copy of the form must be provided immediately to the other members of the agency.
- The form must be read publicly at the next meeting after the form is filed.

IF YOU MAKE NO ATTEMPT TO INFLUENCE THE DECISION EXCEPT BY DISCUSSION AT THE MEETING:

- You must disclose orally the nature of your conflict in the measure before participating.
- You must complete the form and file it within 15 days after the vote occurs with the person responsible for recording the minutes of the meeting, who must incorporate the form in the minutes. A copy of the form must be provided immediately to the other members of the agency, and the form must be read publicly at the next meeting after the form is filed.

DISCLOSURE OF LOCAL OFFICER'S INTEREST

I, Elizabeth Siplin, hereby disclose that on August 27th, 20 26 :

(a) A measure came or will come before my agency which (check one or more)

☐ inured to my special private gain or loss;

☐ inured to the special gain or loss of my business associate, _____ ;

☐ inured to the special gain or loss of my relative, _____ ;

☒ inured to the special gain or loss of Empact Solutions, by whom I am retained; or

☐ inured to the special gain or loss of _____, which is the parent subsidiary, or sibling organization or subsidiary of a principal which has retained me.

(b) The measure before my agency and the nature of my conflicting interest in the measure is as follows:

Related party contract votes for On-the-Job Training (OJT) Agreement with Empact Solutions.

If disclosure of specific information would violate confidentiality or privilege pursuant to law or rules governing attorneys, a public officer, who is also an attorney, may comply with the disclosure requirements of this section by disclosing the nature of the interest in such a way as to provide the public with notice of the conflict.

08/27/2026

Date Filed

Elizabeth V. Siplin

Signature

NOTICE: UNDER PROVISIONS OF FLORIDA STATUTES §112.317, A FAILURE TO MAKE ANY REQUIRED DISCLOSURE CONSTITUTES GROUNDS FOR AND MAY BE PUNISHED BY ONE OR MORE OF THE FOLLOWING: IMPEACHMENT, REMOVAL OR SUSPENSION FROM OFFICE OR EMPLOYMENT, DEMOTION, REDUCTION IN SALARY, REPRIMAND, OR A CIVIL PENALTY NOT TO EXCEED \$10,000.



Action Item

One Stop Operator Agreement

Background:

The Workforce Innovation and Opportunity Act (WIOA) requires Local Workforce Development Boards (LWDBs) to competitively procure a One Stop Operator (OSO) and to conduct a re-competition at least once every four years. The subaward contract for One Stop Operator services was awarded to Educational Data Systems, Inc. (EDSI) for Fiscal Year 2026, with an option to renew the agreement for up to three additional one year-terms at the sole discretion of CSTB and its Board of Directors. The option to renew is not guaranteed.

Initial Contract and Option Periods		
Type	Fiscal Year	Term
Initial	2026	07/01/2025 to 06/30/2026
Option 1	2027	07/01/2026 to 06/30/2027
Option 2	2028	07/01/2027 to 06/30/2028
Option 3	2029	07/01/2028 to 06/30/2029

Information:

EDSI successfully fulfilled its responsibilities as the One-Stop Operator (OSO) during Fiscal Year 2026. In this role, EDSI served as convener and provided oversight to ensure the efficient and effective delivery of workforce services through the full integration and coordination of One-Stop Career Center partners, CareerSource Tampa Bay (CSTB) programs, service delivery partners, and related resources. These efforts supported seamless service delivery across Hillsborough and Pinellas Counties. Services provided under the OSO function included Community and Partner Relations, Collaboration, and Compliance.

Recommendation:

Approve the exercise of Option Period 1 and authorize the execution of an agreement with Educational Data Systems, Inc. to continue serving as the One Stop Operator for Fiscal Year 2027 (July 1, 2026 through June 30, 2027).



Discussion Item

Pinellas County - Transfer of Funds Agreement Update

Prepared and presented by Pinellas County Economic Development

Transfer of Funds Agreement – CareerSource Tampa Bay Update

Reporting Period: April 1, 2026 – June 30, 2026

Financial Summary

- **Total Workforce Funds Used to Date:** \$27,340.01
 - **Use of Funds:**
 - \$5,000 for HIRE the St. Pete Way Initiative
 - \$20,000 for the OpenGov Grants Module to administer workforce program
 - \$2,340.01 for OpenGov Grants Module Conference/Training
 - \$58,600 SET Grant Awards (committed)
 - **All other agreement activities:** Delivered without use of workforce funds.
-

Outcomes & Impact

- Expanded engagement with over 38 existing industry employers and 22 education/workforce partners.
 - Completion of a Workforce Data & Trends Dashboard, improving access to actionable labor market insights.
 - Completion of marketing/promotional items including print collateral and workforce page web site development.
 - Ongoing interaction with job seekers through job fairs and increased awareness of CSTB services and incentives across target industries.
 - CSTB Chief Executive Officer Keidrian Kunkel is an active member of the One Pinellas Business Alliance and serves as CSTB's representative on the Skills Enhancement Training Program Review Committee.
 - **19 SET applications** in the grant portal at various stages of completion.
 - **6 SET applications** approved by Review Committee and advanced to Agreement execution, representing **\$58,600** in requested matching grant funds.
-

Fiscal Year	Project Number	Fiscal Date	Account Name	Line Description	Supplier Name	Total Funding (Budget)	Actual Spending	Remaining Balance
2024	006505A	06/27/2024	Funding from nongovernmental sources	Employment Opportunities Program		\$1,000,000	\$0.00	\$1,000,000.00
2025	006505A	09/03/2025	Other Contractual Svcs	Grants Management – Funding Level Under \$10 Million, Between \$4–5 Billion, 1Y, OpenGov, Inc. (OGTWFN-B45B-AR-1Y), Start: 09/01/2025, End: 08/31/2026	Carahsoft Technology Corporation		\$7,812.39	\$992,187.61
2025	006505A	09/03/2025	Other Contractual Svcs	Professional Services Deployment – Prepaid, Between \$4–5 Billion, 0Y, OpenGov, Inc. (OGPSBG-B45B-OT-0Y)	Carahsoft Technology Corporation		\$12,187.61	\$980,000.00
2025	006505A	09/30/2025	Other Contractual Svcs	Sponsorship to ED: Hire the St. Pete Way Initiative	St Petersburg Area Chamber of Commerce		\$5,000.00	\$975,000.00
Grand Total							\$25,000.00	\$975,000.00

Fiscal Year	Project Number	Fiscal Date	Account Name	Line Description	Supplier Name	Total Funding (Budget)	Actual Spending	Remaining Balance
						\$1,000,000	\$25,000.00	\$975,000.00
2026	006505A	05/19/2026	Meals/Per Diem	OpenGov Conference	EXP-701-ACAMPBELL106933-000032		\$233.85	\$974,766.15
2026	006505A	05/21/2026	Transportation Exp	OpenGov Conference	EXP-701-ACAMPBELL106933-000032		\$33.95	\$974,732.20
2026	006505A	05/19/2026	Meals/Per Diem	OpenGov Conference	IEXP-701-DDORIAN105609-000070		\$233.85	\$974,498.35
2026	006505A	05/21/2026	Hotels/Motels/Lodging	OpenGov Conference	IEXP-701-DDORIAN105609-000070		\$646.38	\$973,851.97
2026	006505A	05/21/2026	Hotels/Motels/Lodging	OpenGov Conference	EXP-701-ACAMPBELL106933-000032		\$646.38	\$973,205.59
2026	006505A	05/21/2026	Travel-Other	OpenGov Conference	EXP-701-ACAMPBELL106933-000032		\$70.00	\$973,135.59
2026	006505A	05/21/2026	Transportation Exp	OpenGov Conference	EXP-701-ACAMPBELL106933-000032		\$237.80	\$972,897.79
2026	006505A	05/21/2026	Transportation Exp	OpenGov Conference	IEXP-701-DDORIAN105609-000070		\$237.80	\$972,659.99
Grand Total							\$2,340.01	\$972,659.99



Discussion Item

401k Plan Audit – December 31, 2025

Pursuant to the *Amended and Restated By-Laws of Tampa Bay Workforce Alliance, Inc. d/b/a CareerSource Hillsborough Pinellas* ("By-Laws"), the Audit Committee's responsibilities include, but are not limited to, "reviewing and recommending for Board acceptance of the annual financial audit and 401(k) plan audit." [By-Laws, Article VII, Section 7.4(G)]

Staff will provide an update on the annual audit of the Tampa Bay Workforce Alliance, Inc. 401(k) plan for the calendar year ending December 31, 2025, and discuss the impact of converting from a Traditional 401(k) Plan to a Qualified Automatic Contribution Arrangement (QACA) Safe Harbor Plan.

Information Item

WIOA Primary Indicators of Performance: PY 2526 Q3

April 1st, 2025 – March 31st, 2026

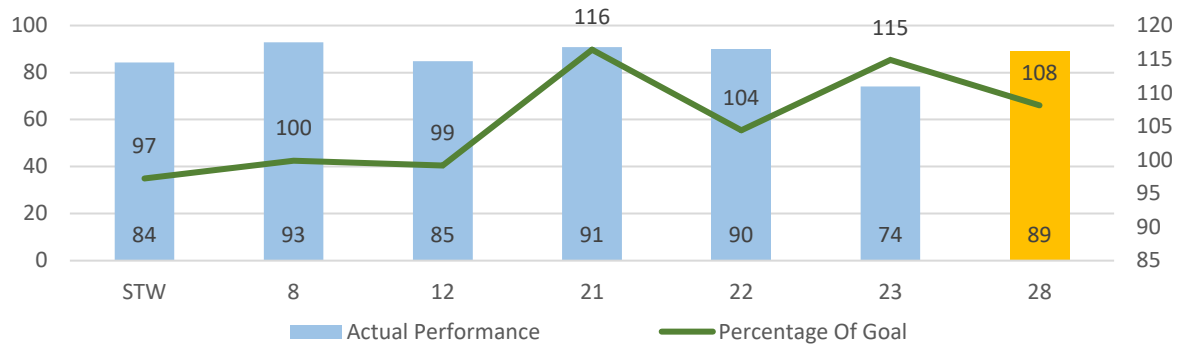
Region 28

Measures	PY2025-2026 3rd Quarter Performance	PY2025-2026 % of Performance Goal Met For Q3	PY2025-2026 Performance Goals
Adults:			
Employed 2nd Qtr After Exit	89.2	108.12	82.5
Median Wage 2nd Quarter After Exit	\$9,447.00	111.24	\$8,492
Employed 4th Qtr After Exit	85.3	104.53	81.6
Credential Attainment Rate	80.5	96.99	83
Measurable Skill Gains	75.7	124.30	60.9
Dislocated Workers:			
Employed 2nd Qtr After Exit	86.5	104.34	82.9
Median Wage 2nd Quarter After Exit	\$10,886.00	97.85	\$11,125
Employed 4th Qtr After Exit	89.1	110.41	80.7
Credential Attainment Rate	85.2	102.04	83.5
Measurable Skill Gains	83.3	98.46	84.6
Youth:			
Employed 2nd Qtr After Exit	75.3	94.84	79.4
Median Wage 2nd Quarter After Exit	\$5,990.0	147.28	\$4,067
Employed 4th Qtr After Exit	75.2	93.53	80.4
Credential Attainment Rate	62.8	100.16	62.7
Measurable Skill Gains	59.9	101.53	59
Wagner Peyser:			
Employed 2nd Qtr After Exit	64.4	98.47	65.4
Median Wage 2nd Quarter After Exit	\$7,824.00	110.430	\$7,085
Employed 4th Qtr After Exit	65.4	106.34	61.5
Not Met (less than 90% of negotiated)			
Met (90-100% of negotiated)			
Exceeded (greater than 100% of negotiated)			

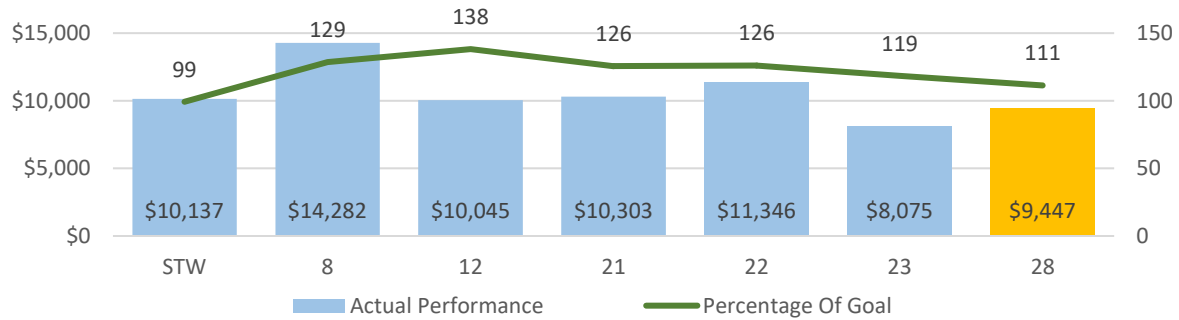
Statewide

Measures	PY2025-2026 2nd Quarter Performance	PY2025-2026 % of Performance Goal Met For Q2	PY2024-2025 Performance Goals
Adults:			
Employed 2nd Qtr After Exit	84.3	97.23	86.70
Median Wage 2nd Quarter After Exit	\$10,137.0	99.24	\$10,215
Employed 4th Qtr After Exit	84.2	114.56	73.50
Credential Attainment Rate	79.2	105.18	75.30
Measurable Skill Gains	77.5	101.97	76.00
Dislocated Workers:			
Employed 2nd Qtr After Exit	85.0	100.00	85.00
Median Wage 2nd Quarter After Exit	\$11,440.0	102.83	\$11,125
Employed 4th Qtr After Exit	84.0	104.74	80.20
Credential Attainment Rate	82.9	100.24	82.70
Measurable Skill Gains	84.3	122.53	68.80
Youth:			
Employed 2nd Qtr After Exit	75.1	92.26	81.40
Median Wage 2nd Quarter After Exit	\$5,400.0	112.62	\$4,795
Employed 4th Qtr After Exit	76.0	96.45	78.80
Credential Attainment Rate	69.2	94.28	73.40
Measurable Skill Gains	73.4	107.94	68.00
Wagner Peyser:			
Employed 2nd Qtr After Exit	63.8	93.55	68.20
Median Wage 2nd Quarter After Exit	\$7,680.0	101.44	\$7,571
Employed 4th Qtr After Exit	65.2	98.79	65.80
Not Met (less than 90% of negotiated)			
Met (90-100% of negotiated)			
Exceeded (greater than 100% of negotiated)			

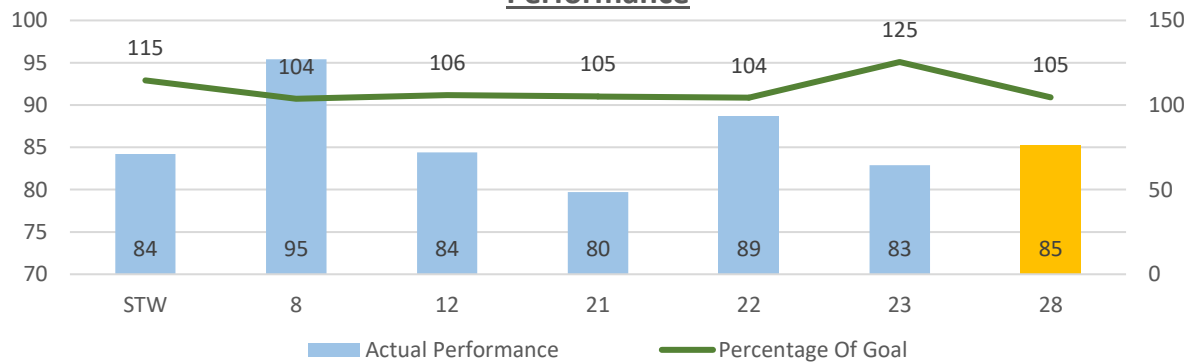
Adult Employed 2 QTR After Exit % of Goal and Actual Performance



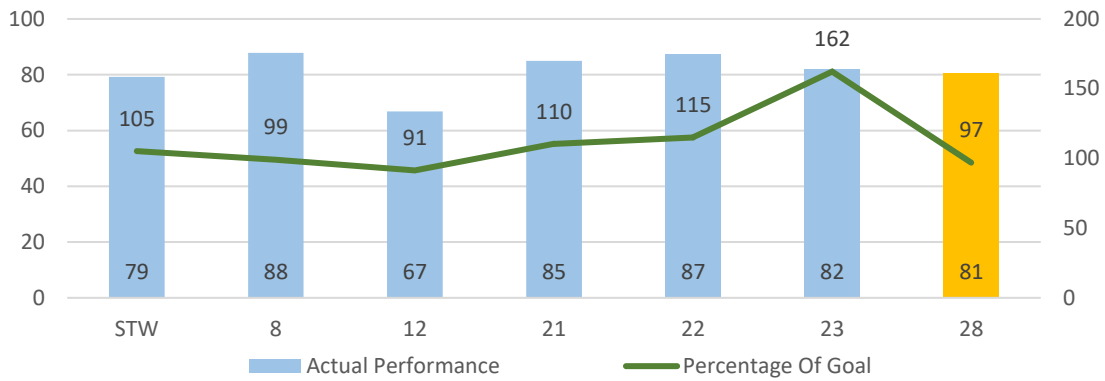
Adult Median Wage 2nd QTR After Exit % of Goal and Actual Performance



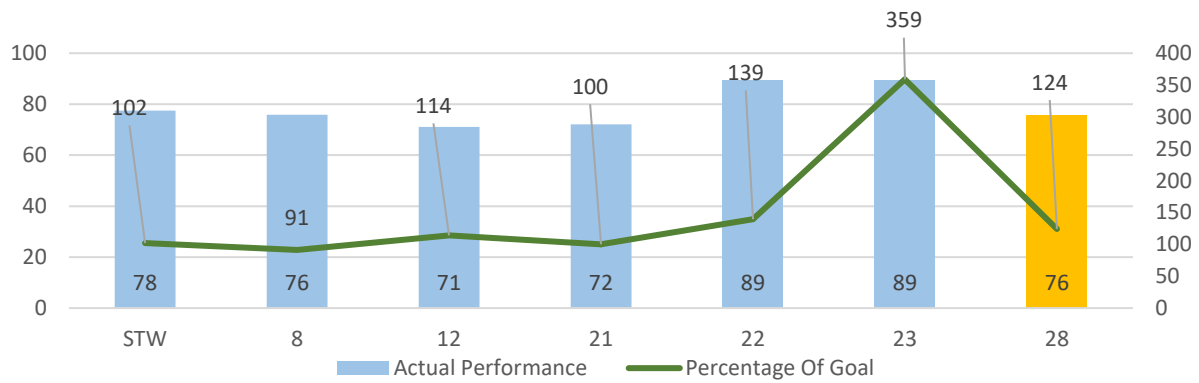
Adult Employed 4th QTR After Exit % of Goal and Actual Performance



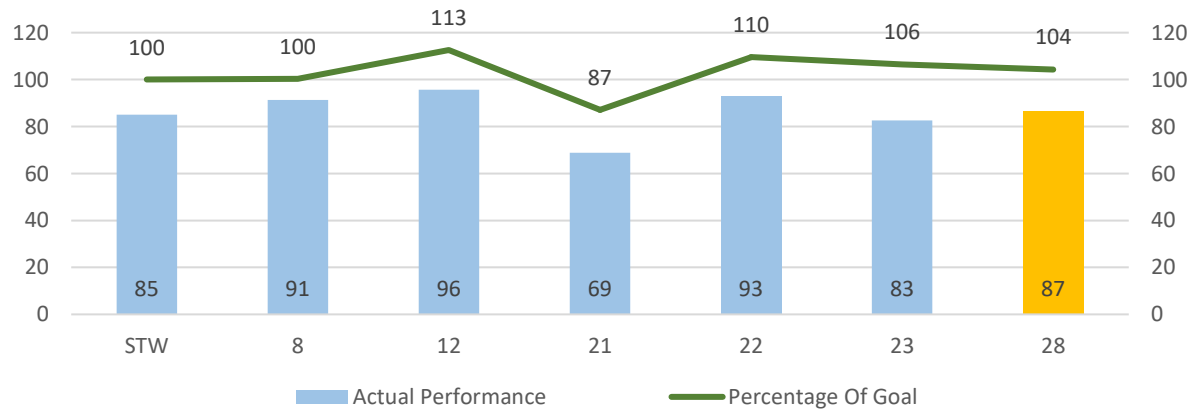
Adult Credential Attainment Rate % of Goal and Actual Performance



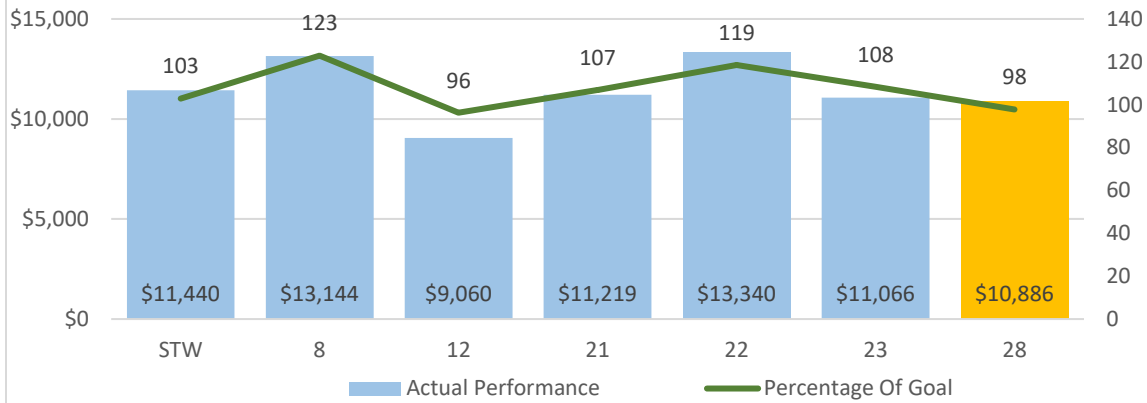
Adult Measurable Skills Gains and Actual Performance



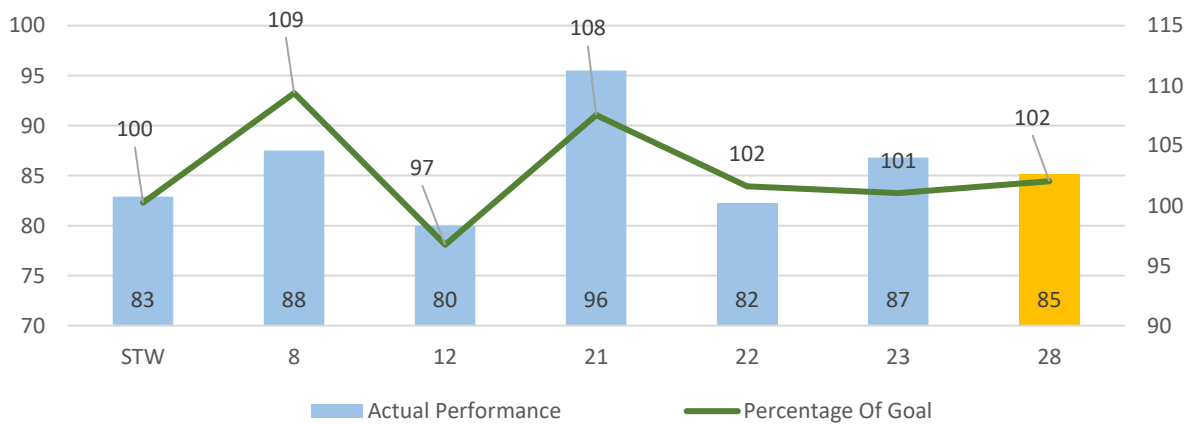
DW Employed 2nd QTR After Exit % of Goal and Actual Performance



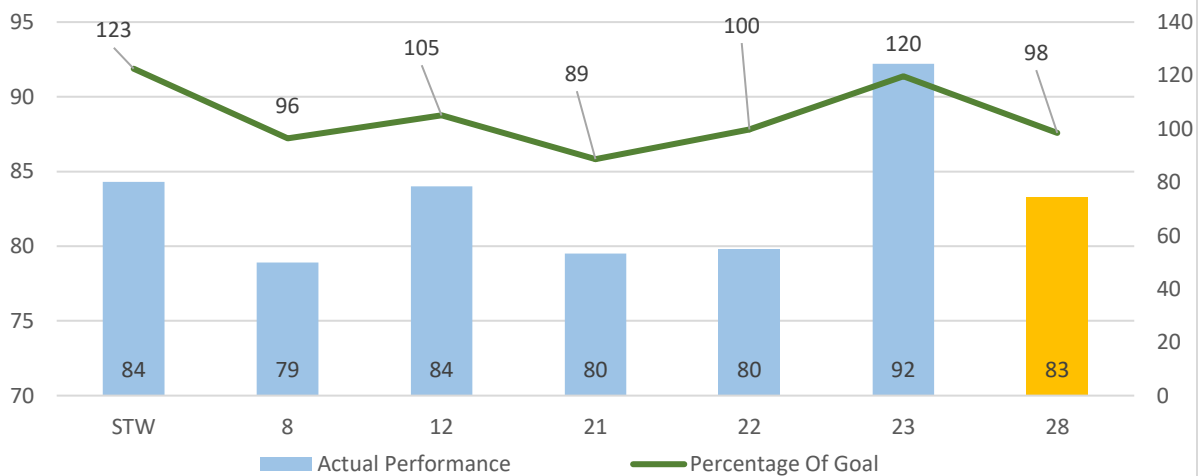
DW Median Wage 2nd QTR After Exit % of Goal and Actual Performance



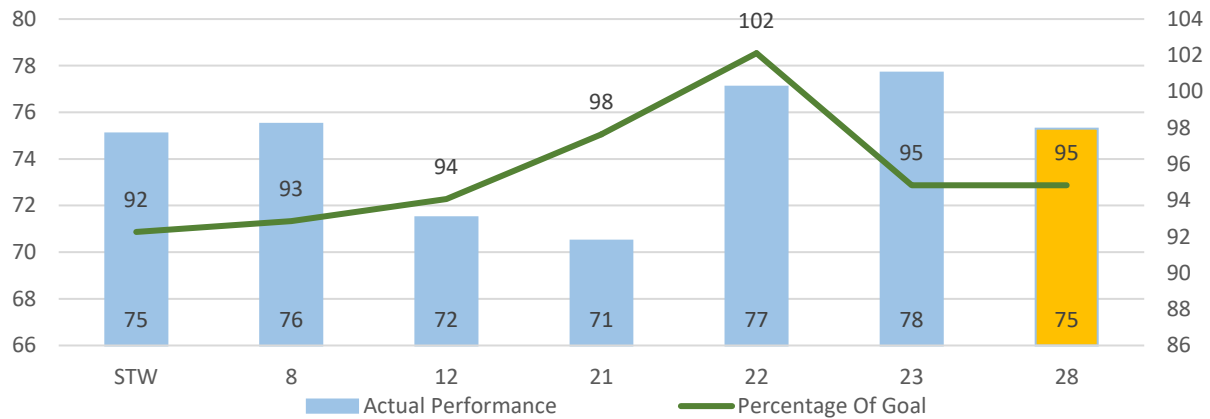
DW Credential Attainment Rate % of Goal and Actual Performance



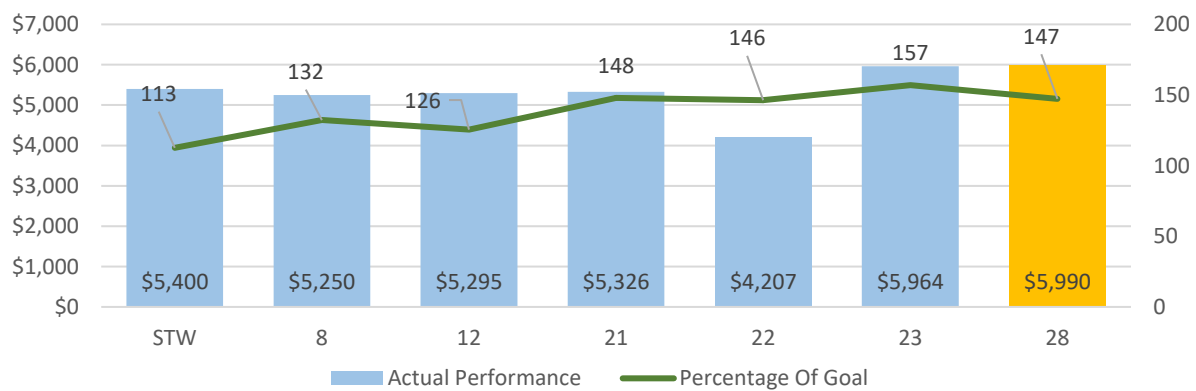
DW Measurable Skills Gains and Actual Performance



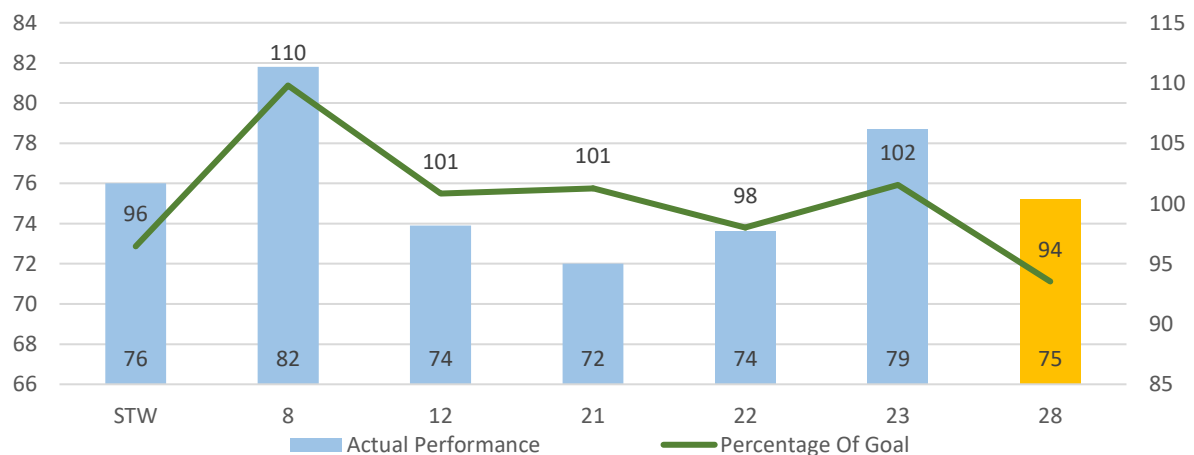
Youth Employed 2nd QTR After Exit % of Goal and Actual Performance



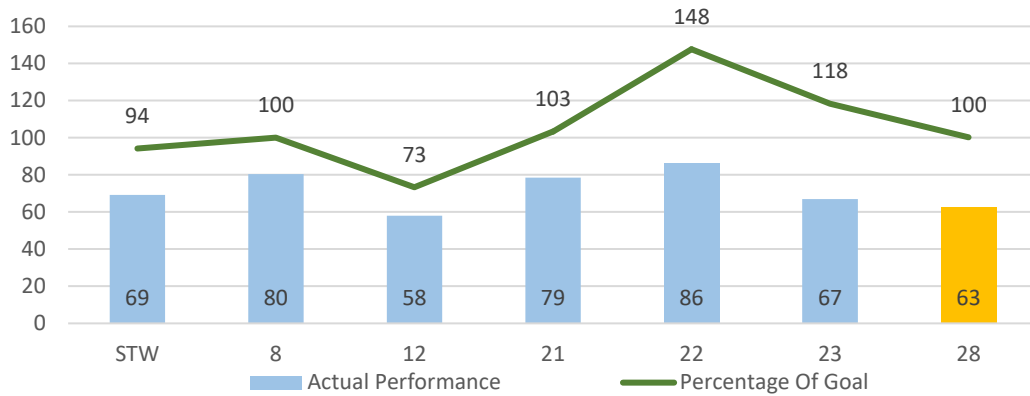
Youth Median Wage 2nd Quarter After % of Goal and Actual Performance



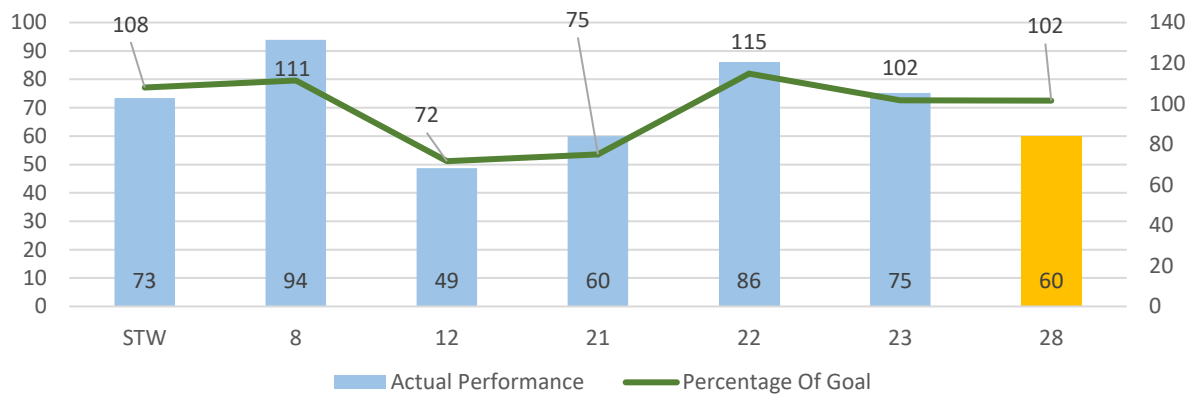
Youth Employed 4th QTR After Exit % of Goal and Actual Performance



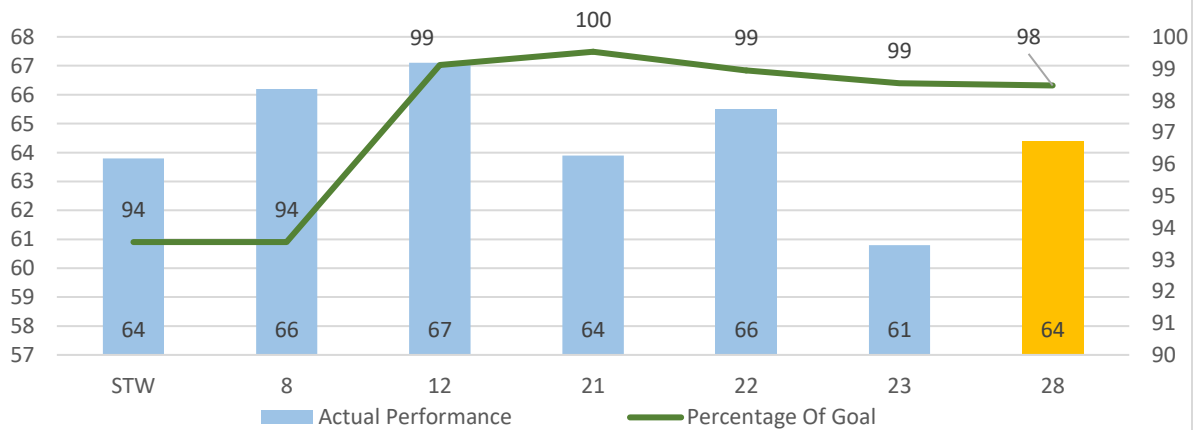
Youth Credential Attainment % of Goal and Actual Performance

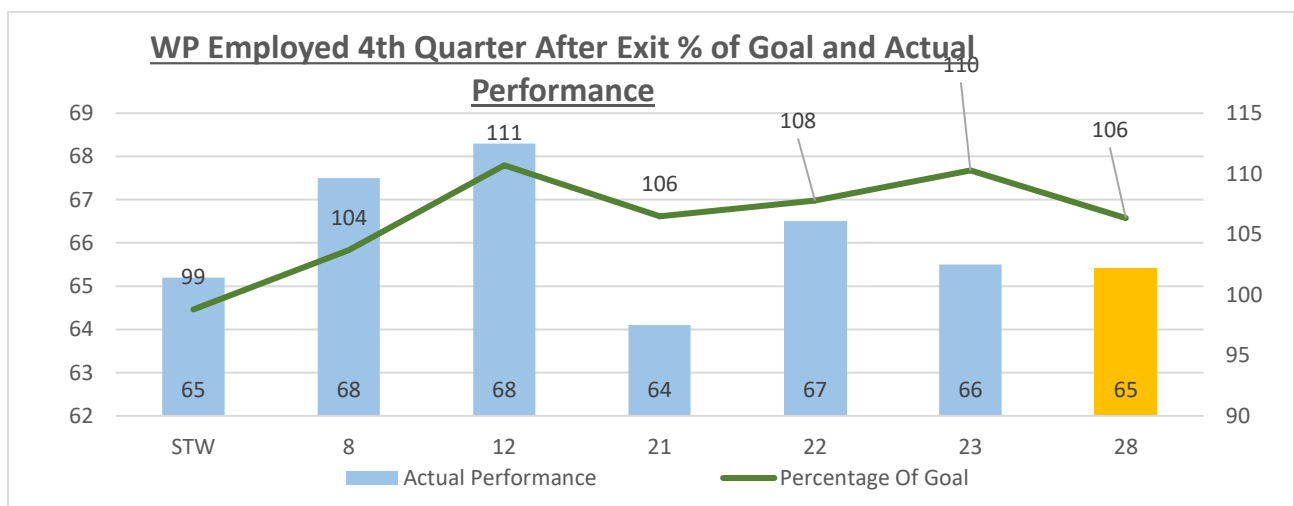
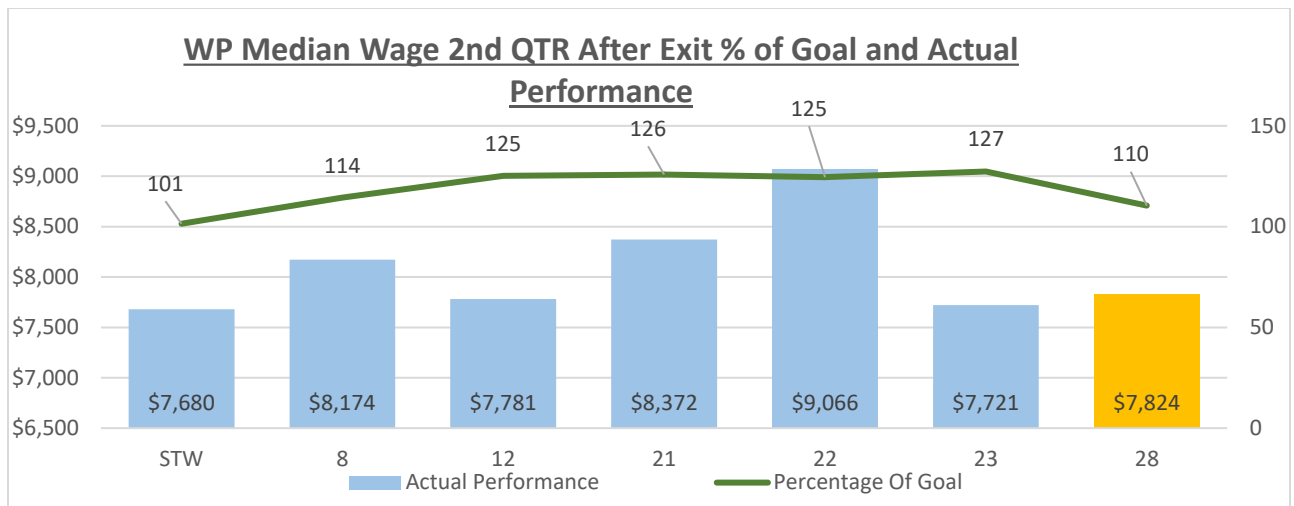


Youth Measurable Skills Gains and Actual Performance



WP Employed 2nd QTR After Exit % of Goal and Actual Performance





STW – Statewide

Region 8- CareerSource North Florida

Region 12- CareerSource Central Florida

Region 21- CareerSource Palm Beach

Region 22- CareerSource Broward

Region 23- CareerSource South Florida

Region 28- CareerSource Tampa Bay



Information Item

Expenditure Reports for the Period Ending June 30, 2026

CareerSource Tampa Bay
Combined Grant Award to Actual Expenditures
FY 2025-2026
For Period Ending 6/30/2026

Program Description	Award Begin Date	Award End Date	Award Amount	FY 25-26 Budget	FY 25-26 Expenditures YTD	FY 25-26 Remaining Budget	FY 25-26 Expenditure Rate	Overall Expenditure Rate Expected	Overall Expenditure Rate Actual
Workforce Innovation Opportunity Act									
WIOA - Adult PY2024	7/1/24	6/30/26	2,852,672	2,241,967	2,241,967	0	100%	100%	100%
WIOA - Adult PY2025	7/1/25	6/30/27	2,843,845	2,275,074	900,986	1,374,088	40%	50%	32%
WIOA - Dislocated Worker PY2024	7/1/24	6/30/26	3,594,257	970,478	970,478	0	100%	100%	100%
WIOA - Dislocated Worker PY2025	7/1/25	6/30/27	3,415,808	2,732,646	1,439,350	1,293,296	53%	50%	42%
WIOA - Youth PY2024	7/1/24	6/30/26	2,679,074	612,395	612,395	0	100%	100%	100%
WIOA - Youth PY2025	4/1/25	6/30/27	2,569,536	2,055,628	1,561,437	494,191	76%	55%	61%
WIOA - Supplemental	7/1/24	6/30/26	371,303	371,303	371,303	0	100%	100%	100%
WIOA - Rapid Response	7/1/25	6/30/26	350,000	350,000	172,912	177,088	49%	100%	49%
WIOA - Sectors - Get There Faster (Veterans & Military Spou	7/1/25	6/30/26	79,305	79,305	79,305	-	100%	100%	100%
WIOA - Sectors - Hope Navigator	7/1/24	8/31/25	256,254	14,792	12,570	2,222	85%	100%	99%
WIOA - Sectors - Hope Navigator	7/1/25	6/30/26	57,043	57,043	57,043	-	100%	100%	100%
WIOA - Sectors - Sectors of Strategic Focus	7/1/25	6/30/26	228,652	228,652	228,652	-	100%	100%	100%
WIOA - Youth Career Exploration	7/1/25	6/30/26	180,000	180,000	180,000	-	100%	100%	100%
WIOA - DWG Hurricane Helene/Milton	10/1/24	9/30/26	2,322,795	1,763,185	1,146,390	616,795	65%	87%	73%
WIOA - Opioid Recovery	12/20/24	12/31/26	275,000	262,154	169,105	93,049	65%	75%	66%
WIOA - Board Consolidation & Realignment	6/3/24	3/31/26	592,617	332,158	332,158	(0)	100%	100%	100%
Total Workforce Innovation Opportunity Act			22,668,161	14,526,782	10,476,051	4,050,731	72%		
Employment Services									
Wagner Peyser PY2024	7/1/24	9/30/25	2,409,633	463,731	463,731	0	100%	100%	100%
Wagner Peyser PY2025	7/1/25	9/30/26	2,339,640	2,264,640	2,107,631	157,009	93%	80%	90%
WP - Apprenticeship Navigator	7/1/25	6/30/26	80,000	80,000	80,000	-	100%	100%	100%
WP - Hope Navigator	7/1/23	8/31/25	112,488	8,207	8,207	(0)	100%	100%	100%
WP - Hope Navigator	7/1/25	6/30/26	78,571	78,571	78,571	-	100%	100%	100%
DVOP	10/1/24	6/30/26	369,289	280,000	145,724	134,276	0%	100%	64%
LVER	10/1/24	6/30/26	223,322	170,000	69,081	100,919	41%	100%	55%
Supplemental Nutrition Assistance Program PY2024	10/1/24	9/30/25	913,434	301,498	301,498	(0)	100%	100%	100%
Supplemental Nutrition Assistance Program PY2025	10/1/25	9/30/26	910,467	693,675	608,723	84,952	88%	75%	67%
TAA Training	7/1/25	9/30/26	65,000	65,000	26,522	38,478	41%	80%	41%
RESEA Transition PY2024	1/1/24	12/30/25	1,448,440	514,488	472,053	42,435	92%	100%	97%
RESEA Transition PY2025	1/1/25	9/30/26	1,469,305	1,120,814	905,584	215,230	81%	86%	62%
Military Family	7/1/25	6/30/26	230,000	230,000	230,000	-	100%	100%	100%
Total Employment Services			10,649,589	6,270,624	5,497,325	773,299	88%		
Welfare Transition									
Welfare Transition Program PY2024 Oct-June	10/1/24	8/31/25	4,322,954	787,588	787,588	0	100%	100%	100%
Welfare Transition Program PY2025 July-Sept	7/1/25	12/31/25	1,029,726	1,029,726	1,029,727	0	100%	100%	100%
Welfare Transition Program PY2025 Oct-June	10/1/25	8/31/26	4,774,620	4,420,045	4,068,183	351,862	92%	81%	85%
Total Welfare Transition			10,127,300	6,237,359	5,885,498	351,862	94%		
Direct Grants & Special Projects									
Hills County - Targeted Industry Sector Workforce Prog	10/1/24	9/30/25	500,000	216,685	171,669	45,016	79%	100%	92%
Hills County - Targeted Industry Sector Workforce Prog	10/1/25	9/30/26	500,000	475,000	313,844	161,156	66%	75%	63%
Hills County - ACE 5.0	10/1/24	9/30/25	755,000	535,371	99,687	435,684	19%	100%	49%
Hills County - ACE 6.0	10/1/25	9/30/26	755,000	566,250	281,983	284,267	50%	75%	37%
Hills County - Ex-Offender/Returning Citizen	10/1/24	9/30/25	133,470	75,806	66,427	9,379	88%	100%	95%
Hills County - Ex-Offender/Returning Citizen	10/1/25	9/30/26	129,030	100,905	100,905	-	100%	75%	78%
Good Jobs Initiative	7/1/23	6/30/26	25,250	25,250	-	25,250	0%	100%	0%
Total Direct Grants & Special Projects			2,797,750	1,995,267	1,034,515	960,752	52%		
Totals				\$ 29,030,032	22,893,389	6,136,644	79%		

Pinellas County
Grant Award to Expenditure Report
FY 2025-2026
For Period Ending 6/30/2026

Program Description	Award Begin Date	Award End Date	Award Amount	FY 25-26 Budget	FY 25-26 Expenditures YTD	FY 25-26 Remaining Budget	FY 25-26 Expenditure Rate	Overall Expenditure Rate Expected	Overall Expenditure Rate Actual
Workforce Innovation Opportunity Act									
WIOA - Adult PY2024	7/1/24	6/30/26	998,435	509,550	509,550	0	100%	100%	100%
WIOA - Adult PY2025	7/1/25	6/30/27	853,153	682,520	36,723	645,797	5%	50%	4%
WIOA - Dislocated Worker PY2024	7/1/24	6/30/26	1,293,933	268,180	268,180	0	100%	100%	100%
WIOA - Dislocated Worker PY2025	7/1/25	6/30/27	1,742,062	1,393,649	1,004,595	389,054	72%	50%	58%
WIOA - Youth PY2024	7/1/24	6/30/26	776,931	198,185	198,185	0	100%	100%	100%
WIOA - Youth PY2025	4/1/25	6/30/27	513,907	411,125	48,415	362,710	12%	55%	9%
WIOA - Supplemental	7/1/24	6/30/26	129,956	129,956	129,956	0	100%	100%	100%
WIOA - Rapid Response	7/1/25	6/30/26	75,000	75,000	48,544	26,456	65%	100%	65%
WIOA - Sectors - Get There Faster (Veterans & Military Spous	7/1/25	6/30/26	18,107	18,107	18,107	-	100%	100%	100%
WIOA - Sectors - Hope Navigator	7/1/24	8/31/25	128,127	4,532	4,532	0	100%	100%	100%
WIOA - Sectors - Hope Navigator	7/1/25	6/30/26	23,766	23,766	23,766	-	100%	100%	100%
WIOA - Sectors - Sectors of Strategic Focus	7/1/25	6/30/26	114,219	114,219	114,219	-	100%	100%	100%
WIOA - Youth Career Exploration	7/1/25	6/30/26	126,000	126,000	86,372	39,628	69%	100%	69%
WIOA - DWG Hurricane Helene/Milton	10/1/24	9/30/26	899,998	881,593	276,721	604,872	31%	87%	33%
WIOA - Opioid Recovery	12/20/24	12/31/26	82,500	81,813	44,785	37,028	55%	75%	55%
Total Workforce Innovation Opportunity Act			7,776,094	4,918,195	2,812,650	2,105,545	57%		
Employment Services									
Wagner Peyser PY2024	7/1/24	9/30/25	701,946	112,046	112,046	(0)	100%	100%	100%
Wagner Peyser PY2025	7/1/25	9/30/26	811,478	811,478	676,400	135,078	83%	80%	83%
WP - Apprenticeship Navigator	7/1/25	6/30/26	24,000	24,000	24,000	-	100%	100%	100%
WP - Hope Navigator	7/1/23	8/31/25	37,673	6,194	6,194	(0)	100%	100%	100%
WP - Hope Navigator	7/1/25	6/30/26	23,571	23,571	23,571	-	100%	100%	100%
DVOP	10/1/24	6/30/26	129,203	125,000	58,885	66,115	47%	100%	49%
LVER	10/1/24	6/30/26	76,060	75,000	4,747	70,253	6%	100%	8%
Supplemental Nutrition Assistance Program PY2024	10/1/24	9/30/25	208,901	78,632	78,632	0	100%	100%	100%
Supplemental Nutrition Assistance Program PY2025	10/1/25	9/30/26	263,118	208,165	143,899	64,266	69%	75%	55%
TAA Training	7/1/25	9/30/26	25,000	25,000	17,976	7,024	72%	80%	72%
RESEA Transition PY2024	1/1/24	12/30/25	527,436	187,141	144,706	42,435	77%	100%	92%
RESEA Transition PY2025	1/1/25	9/30/26	538,346	422,596	422,596	-	100%	86%	78%
Total Employment Services			3,366,732	2,098,823	1,713,652	385,171	82%		
Welfare Transition									
Welfare Transition Program PY2024 Oct-June	10/1/24	8/31/25	1,428,629	375,372	375,372	0	100%	100%	100%
Welfare Transition Program PY2025 July-Sept	7/1/25	12/31/25	226,540	226,540	226,540	(0)	100%	100%	100%
Welfare Transition Program PY2025 Oct-June	10/1/25	8/31/26	1,322,900	1,322,900	1,274,891	48,009	96%	81%	96%
Total Welfare Transition			2,978,069	1,924,812	1,876,803	48,009	98%		
Totals			\$ 8,941,830	6,403,105	2,538,725	72%			

Hillsborough County
Grant Award to Actual Expenditures
FY 2025-2026
For Period Ending 6/30/2026

Program Description	Award Begin Date	Award End Date	Award Amount	FY 25-26 Budget	FY 25-26 Expenditures YTD	FY 25-26 Remaining Budget	FY 25-26 Expenditure Rate	Overall Expenditure Rate Expected	Overall Expenditure Rate Actual
Workforce Innovation Opportunity Act									
WIOA - Adult PY2024	7/1/24	6/30/26	1,854,237	1,732,417	1,732,417	0	100%	100%	100%
WIOA - Adult PY2025	7/1/25	6/30/27	1,990,692	1,592,554	864,263	728,291	54%	50%	43%
WIOA - Dislocated Worker PY2024	7/1/24	6/30/26	2,300,324	702,298	702,298	0	100%	100%	100%
WIOA - Dislocated Worker PY2025	7/1/25	6/30/27	1,673,746	1,338,997	434,755	904,242	32%	50%	26%
WIOA - Youth PY2024	7/1/24	6/30/26	1,902,143	414,210	414,210	0	100%	100%	100%
WIOA - Youth PY2025	4/1/25	6/30/27	2,055,629	1,644,503	1,513,022	131,481	92%	55%	74%
WIOA - Supplemental	7/1/24	6/30/26	241,347	241,347	241,347	-	100%	0%	100%
WIOA - Rapid Response	7/1/25	6/30/26	275,000	275,000	124,368	150,632	45%	100%	45%
WIOA - Sectors - Get There Faster (Veterans & Military Spou	7/1/25	6/30/26	61,198	61,198	61,198	-	100%	100%	100%
WIOA - Sectors - Hope Navigator	7/1/24	8/31/25	128,127	10,260	8,038	2,222	78%	100%	98%
WIOA - Sectors - Hope Navigator	7/1/25	6/30/26	33,277	33,277	33,277	-	100%	100%	100%
WIOA - Sectors - Sectors of Strategic Focus	7/1/25	6/30/26	114,433	114,433	114,433	-	100%	100%	100%
WIOA - Youth Career Exploration	7/1/25	6/30/26	54,000	54,000	93,628	(39,628)	173%	100%	173%
WIOA - DWG Hurricane Helene/Milton	10/1/24	9/30/26	1,422,797	881,592	869,669	11,923	99%	87%	99%
WIOA - Opioid Recovery	12/20/24	12/31/26	192,500	180,342	124,320	56,022	69%	75%	71%
WIOA - Board Consolidation & Realignment	6/3/24	3/31/26	592,617	332,158	332,158	(0)	100%	100%	100%
Total Workforce Innovation Opportunity Act			14,892,067	9,608,587	7,663,401	1,945,186	80%		
Employment Services									
Wagner Peyser PY2024	7/1/24	9/30/25	1,707,687	351,685	351,685	0	100%	100%	100%
Wagner Peyser PY2025	7/1/25	9/30/26	1,528,162	1,453,162	1,431,231	21,931	98%	80%	94%
WP - Apprenticeship Navigator	7/1/25	6/30/26	56,000	56,000	56,000	-	100%	100%	100%
WP - Hope Navigator	7/1/23	8/31/25	74,815	2,013	2,013	0	100%	100%	100%
WP - Hope Navigator	7/1/25	6/30/26	55,000	55,000	55,000	-	0%	100%	100%
DVOP	10/1/24	6/30/26	240,086	155,000	86,839	68,161	56%	100%	72%
LVER	10/1/24	6/30/26	147,262	95,000	64,334	30,666	68%	100%	79%
Supplemental Nutrition Assistance Program PY2024	10/1/24	9/30/25	704,533	222,866	222,866	(0)	100%	100%	100%
Supplemental Nutrition Assistance Program PY2025	10/1/25	9/30/26	647,349	485,510	464,824	20,686	96%	75%	72%
TAA Training	7/1/25	9/30/26	40,000	40,000	8,546	31,454	21%	80%	21%
RESEA Transition PY2024	1/1/24	12/30/25	921,004	327,347	327,347	(0)	100%	100%	100%
RESEA Transition PY2025	1/1/25	9/30/26	930,959	698,218	482,988	215,230	69%	86%	52%
Military Family	7/1/25	6/30/26	230,000	230,000	230,000	-	100%	100%	100%
Total Employment Services			7,282,857	4,171,802	3,783,673	388,129	91%		
Welfare Transition									
Welfare Transition Program PY2024 Oct-June	10/1/24	8/31/25	2,894,325	412,216	412,216	(0)	100%	100%	100%
Welfare Transition Program PY2025 July-Sept	7/1/25	12/31/25	803,187	803,187	803,187	(0)	100%	100%	100%
Welfare Transition Program PY2025 Oct-June	10/1/25	8/31/26	3,451,719	3,097,144	2,793,292	303,852	90%	81%	81%
Total Welfare Transition			7,149,231	4,312,547	4,008,695	303,852	93%		
Direct Grants & Special Projects									
Hills County - Targeted Industry Sector Workforce Prog	10/1/24	9/30/25	500,000	216,685	171,669	45,016	79%	100%	92%
Hills County - Targeted Industry Sector Workforce Prog	10/1/25	9/30/26	500,000	475,000	313,844	161,156	66%	75%	63%
Hills County - ACE 5.0	10/1/24	9/30/25	755,000	535,371	99,687	435,684	19%	100%	49%
Hills County - ACE 6.0	10/1/25	9/30/26	755,000	566,250	281,983	284,267	50%	75%	37%
Hills County - Ex-Offender/Returning Citizen	10/1/24	9/30/25	133,470	75,806	66,427	9,379	88%	100%	95%
Hills County - Ex-Offender/Returning Citizen	10/1/25	9/30/26	129,030	100,905	100,905	-	100%	75%	78%
Good Jobs Initiative	7/1/23	6/30/26	25,250	25,250	-	25,250	0%	100%	
Total Direct Grants & Special Projects			2,797,750	1,995,267	1,034,515	960,752	52%		90
			Totals	\$ 20,088,202	16,490,284	3,597,918	82%		

Combined Budget to Actual
CareerSource Tampa Bay
For Period Ending 6/30/2026

Budget Category	Proposed 2025- 2026 Planning Budget - Mod #3	Actual as of 6/30/2026	\$ Remaining Budget	% Earned/ Expended
Revenue - Grants	29,030,032	22,906,882	6,123,150	79%
Revenue - Other	260,000	348,547	(88,547)	134%
Total Revenues	29,290,032	23,255,429	6,034,603	79%
Salaries	10,189,908	9,797,611	392,297	96%
Payroll Tax & Fringe	2,486,417	2,249,035	237,383	90%
Retirement	795,832	705,346	90,487	89%
Staff Training & Education	175,000	93,162	81,838	53%
Accounting & Professional fees	933,447	929,717	3,730	100%
Occupancy	2,161,629	2,084,467	77,162	96%
Contract Labor	773,878	732,849	41,029	95%
Office Expense	820,383	745,756	74,627	91%
Insurance	162,593	150,303	12,291	92%
Communications	203,920	187,350	16,570	92%
Community Outreach	648,081	476,263	171,818	73%
Travel	202,150	157,175	44,975	78%
Meetings & Conferences	99,200	80,630	18,570	81%
License, Dues & Other Fees	80,860	62,444	18,415	77%
Other expense	14,000	3,438	10,562	25%
Customer Training & Related Costs	8,934,093	4,517,037	4,417,056	51%
Service Provider Contract	315,000	209,362	105,638	66%
Total Expenses	28,996,392	23,181,944	5,814,448	80%
Projected Net Income/(Loss)	25,220	73,485		
Unobligated Balance	268,420	-		

Budget to Actual
Pinellas County
For Period Ending 6/30/2026

Budget Category	Proposed 2025- 2026 Planning Budget - Mod #3	Actual as of 6/30/2026	\$ Remaining Budget	% Earned/ Expended
Revenue - Grants	8,941,830	6,511,548	2,430,282	73%
Revenue - Other	95,000	65,664	29,336	69%
Total Revenues	9,036,830	6,577,212	2,459,618	73%
Salaries	3,128,557	3,094,172	34,384	99%
Payroll Tax & Fringe	633,305	602,066	31,239	95%
Retirement	237,805	211,774	26,030	89%
Staff Training & Education	58,650	26,933	31,717	46%
Accounting & Professional fees	218,100	217,849	251	100%
Occupancy	543,741	502,121	41,620	92%
Contract Labor	194,740	155,996	38,744	80%
Office Expense	260,077	215,034	45,043	83%
Insurance	57,131	56,208	924	98%
Communications	90,080	80,751	9,329	90%
Community Outreach	147,284	115,689	31,595	79%
Travel	54,250	32,498	21,752	60%
Meetings & Conferences	26,200	25,286	914	97%
License, Dues & Other Fees	26,100	11,169	14,931	43%
Other expense	5,000	2,411	2,589	48%
Customer Training & Related Costs	3,045,860	1,133,150	1,912,710	37%
Service Provider Contract	180,000	89,240	90,760	50%
Total Expenses	8,906,880	6,572,347	2,334,533	74%
Projected Net Income/(Loss)	12,000	4,865		
Unobligated Balance	117,950	-		

Budget to Actual
Hillsborough County
For Period Ending 6/30/2026

Budget Category	Proposed 2025- 2026 Planning Budget - Mod #3	Actual as of 6/30/2026	\$ Remaining Budget	% Earned/ Expended
Revenue - Grants	20,088,202	16,395,334	3,692,868	82%
Revenue - Other	165,000	282,883	(117,883)	171%
Total Revenues	20,253,202	16,678,217	3,574,985	82%
Salaries	7,061,351	6,703,438	357,913	95%
Payroll Tax & Fringe	1,853,112	1,646,969	206,143	89%
Retirement	558,028	493,571	64,456	88%
Staff Training & Education	116,350	66,229	50,121	57%
Accounting & Professional fees	715,347	711,868	3,478	100%
Occupancy	1,617,888	1,582,346	35,542	98%
Contract Labor	579,138	576,853	2,285	100%
Office Expense	560,306	530,722	29,585	95%
Insurance	105,462	94,095	11,367	89%
Communications	113,840	106,599	7,241	94%
Community Outreach	500,797	360,573	140,224	72%
Travel	147,900	124,677	23,223	84%
Meetings & Conferences	73,000	55,344	17,656	76%
License, Dues & Other Fees	54,760	51,275	3,484	94%
Other expense	9,000	1,027	7,973	11%
Customer Training & Related Costs	5,888,233	3,383,887	2,504,346	57%
Service Provider Contract	135,000	120,122	14,878	89%
Total Expenses	20,089,512	16,609,596	3,479,915	83%
Projected Net Income/(Loss)	13,220	68,621		
Unobligated Balance	150,470	-		



Information Item

Education and Industry Consortium Q2 Report June 11, 2026

The report is included on the following pages.

CAREERSOURCE TAMPA BAY EDUCATION AND INDUSTRY CONSORTIUM] QUARTERLY REPORT

A. GENERAL INFORMATION

Report quarter: Quarter ending June 30, 2026

Date of meeting: June 11, 2026

Report prepared by: Tammy Stahlgren

Local workforce development board contact: Tammy Stahlgren **Date:** June 22, 2026

B. ATTENDANCE

Name	Present: Yes/No	Organization	Industry or Education Organization	Contact Information
Tony Brown	No	Tampa Bay EDC	Industry	tbrown@tampabayedc.com
Amelia Campbell	Yes	Pinellas County EDC	Industry	acampbell@pinellas.gov
Nadia Combs	No	Hillsborough County Public Schools	Education	nadia.combs@hcps.net
Christina Davenport	Yes	JMI Resource	Industry	christina@jmiresource.com
Melissa Ebanks	No	Dunn & Co.	Industry	ebanks@dunn-co.com
Mark Koulianos	Yes	University of South Florida	Education	mgekoulianos@usf.edu
John Meeks	Yes	Hillsborough Community College	Education	jmeeks@hccfl.edu

Name	Present: Yes/No	Organization	Industry or Education Organization	Contact Information
Jakub Prokop, PH.D.	Yes	Pinellas Technical College Clearwater Campus	Education	PROKOPJ@pcsb.org
Clara Reynolds	Yes	Crisis Center	Industry	creynolds@crisiscenter.com
Suzanne Ricci	Yes	Computer Coach	Education	suzanne@computercoach.com
Paul Toomey	Yes	Geographic Solutions, Inc.	Industry	PToomey@geosolinc.com
Others Present (Not a member on the Consortium)				
Chad Kunerth	CareerSource Tampa Bay			
Keidrian Kunkel	CareerSource Tampa Bay			
Anna Munro	CareerSource Tampa Bay			
Tammy Stahlgren	CareerSource Tampa Bay			
Conchita Canty-Jones	CareerSource Tampa Bay			
Karoline Guerrero	CareerSource Tampa Bay			
April Torregiante	CareerSource Tampa Bay			
Doug Tobin	CareerSource Tampa Bay			
Jonathan Wolf	Hillsborough County Government			
Meloney Rhynie	Florida Department of Juvenile Justice			

B. SUMMARY REPORT

I. Welcome

Mark Koulianos, Chair, welcomed and thanked everyone for attending.

II. Apprenticeships

April Torregiante led a discussion on the expansion of registered apprenticeship programs in alignment with state and national workforce development goals. While apprenticeship programs are growing, they remain a relatively small share of the overall workforce and will require significant scaling to meet demand.

The discussion highlighted several key challenges, particularly related to funding. State colleges noted that restrictions on charging tuition, coupled with the absence of dedicated funding streams, require institutions to absorb program costs, limiting their ability to expand. Technical colleges similarly identified barriers tied to delayed reimbursement models and insufficient upfront funding to support rapid program growth.

Participants highlighted the urgency of addressing these constraints, especially in high-demand industries such as construction, where workforce shortages persist. At the same time, the group identified opportunities to strengthen apprenticeship pathways through enhanced alignment between education providers and industry partners, increased utilization of workforce funding for related technical instruction, and improved data collection to better understand program costs and outcomes.

Overall, there was consensus that expanding apprenticeship programs will require systemic funding changes, stronger cross-sector collaboration, and coordinated advocacy efforts. The group also identified the need to further examine sustainable funding mechanisms and continue partnership-driven strategies to successfully scale apprenticeship opportunities and meet evolving workforce needs.

III. Information Items

A. Targeted Sector Industry Reports (Presenters: Chad Kunerth)

Chad Kunerth provided a high-level quarterly overview of targeted industry sectors, noting minimal changes since the previous quarter. It was agreed that future reporting will consist of brief quarterly summaries, with a more comprehensive annual review.

Key trends showed slight declines in local employment for manufacturing and financial/professional services, while wages in these sectors continued to increase, though at a slower rate than national trends. Transportation/trades and healthcare sectors demonstrated positive employment growth locally, with healthcare exceeding national growth and wages increasing in line with national averages.

Members discussed the ability to request additional data beyond the standard report, including more detailed information on specific sectors such as aviation. Staff agreed to provide additional data upon request and to include aviation-related information in a future report.

Staff also clarified data sources and limitations, including reliance on national education statistics and constraints in obtaining business size data by employment.

No further discussion was requested, and the committee will review the Targeted Occupation List recommendations from the state at the next meeting once available.

1. Manufacturing and Logistics Industry Snapshot
2. Finance Professional Services & Information Technology Industry Snapshot
3. Transportation & Trades Industry Snapshot
4. Healthcare Industry Snapshot

B. March 3, 2026 CSTB Education and Industry Quarterly Report

There was no discussion.

IV. Next Meeting

August 12, 2026, at 2:00 p.m.

V. Meeting adjourned at 3:30 p.m.



Information Item

Education and Industry Consortium Q2 Report August 11, 2026

The report is included on the following pages.

CAREERSOURCE TAMPA BAY EDUCATION AND INDUSTRY CONSORTIUM] QUARTERLY REPORT

A. GENERAL INFORMATION

Report quarter: Quarter ending September 30, 2026

Date of meeting: August 11, 2026

Report prepared by: Tammy Stahlgren

Local workforce development board contact: Tammy Stahlgren **Date:** August 12, 2026

B. ATTENDANCE

Name	Present: Yes/No	Organization	Industry or Education Organization	Contact Information
Tony Brown	No	Tampa Bay EDC	Industry	tbrown@tampabayedc.com
Amelia Campbell	Yes	Pinellas County EDC	Industry	acampbell@pinellas.gov
Nadia Combs	No	Hillsborough County Public Schools	Education	nadia.combs@hcps.net
Christina Davenport	No	JMI Resource	Industry	christina@jmiresource.com
Melissa Ebanks	No	Dunn & Co.	Industry	ebanks@dunn-co.com
Mark Koulianos	No	University of South Florida	Education	mgkoulianos@usf.edu
John Meeks	Yes	Hillsborough Community College	Education	jmeeks@hccfl.edu

Name	Present: Yes/No	Organization	Industry or Education Organization	Contact Information
Jakub Prokop, PH.D.	Yes	Pinellas Technical College Clearwater Campus	Education	PROKOPJ@pcsb.org
Clara Reynolds	Yes	Crisis Center	Industry	creynolds@crisiscenter.com
Suzanne Ricci	No	Computer Coach	Education	suzanne@computercoach.com
Paul Toomey	Yes	Geographic Solutions, Inc.	Industry	PToomey@geosolinc.com
Others Present (Not a member on the Consortium)				
Chad Kunerth	CareerSource Tampa Bay			
Keidrian Kunkel	CareerSource Tampa Bay			
Anna Munro	CareerSource Tampa Bay			
Tammy Stahlgren	CareerSource Tampa Bay			
Conchita Canty-Jones	CareerSource Tampa Bay			
April Torregiante	CareerSource Tampa Bay			
Jonathan Wolf	Hillsborough County Government			
Jennifer Burrington	Tampa Bay EDC			

B. SUMMARY REPORT

I. Welcome

John Meeks welcomed and thanked everyone for attending.

II. Apprenticeship Grant overview

Presenter: Jennifer Burrington, Tampa Bay EDC.

- Discussed Tampa Bay's opportunity to build a strong regional maritime/Blue Technology workforce ecosystem and capitalize on growth in maritime, shipbuilding, defense, manufacturing, and related industries.
- Identified skilled-trade retirements and workforce shortages as significant long-term concerns, particularly for occupations such as welders, machinists, and industrial mechanics.
- Discussed wage competitiveness as a challenge, noting that Tampa Bay wages are not currently competitive with other states or the nation, which may make it difficult to attract skilled workers from outside the region.
- Discussed expanding and adapting apprenticeships and short-term training pathways to better meet employer needs.
- Emphasized the importance of employer involvement and regional coordination when identifying priority occupations and developing training programs.
- Discussed a potential regional maritime workforce roundtable involving industry, education, economic development, and workforce partners.
- Reviewed the \$40 million statewide apprenticeship funding opportunity and the need for timely coordination due to upcoming deadlines.

III. Information Items

- A. Targeted Sector Industry Reports (Presenters: Chad Kunerth)
Workforce Development / Economic Data

- Reviewed changes from Q4 2025 to Q1 2026 across targeted sectors. Overall employment remained relatively stable, with healthcare and social assistance showing a modest increase.
- Wages increased across all targeted sectors: transportation/trades (1.73%), manufacturing/logistics (1.63%), finance/professional services/IT (approximately 1.6%), and healthcare/social assistance (1.4%).
- Healthcare and social assistance also saw a 1.32% increase in its share of total employment.
- The number of establishments increased in transportation/trades (2%), manufacturing/logistics (0.3%), and healthcare/social assistance (3.15%), while finance/professional services/IT decreased 1.17%.
- Members discussed concerns about the recent national employment downturn and how it may affect the region.

Targeted Occupations List

- The Regional Targeted Occupations List was received and will be reviewed with committee members before a formal Workforce Solutions Committee recommendation is made to the Board.
- Members discussed the need to consider occupations that may be recommended for removal by FloridaCommerce, particularly where local employers and workforce partners continue to see demand.
- Concerns were raised regarding programs such as cosmetology, barbering, nails, and other occupations where wage and employment reporting requirements may not accurately reflect actual workforce demand.
- Members discussed the potential need for waivers or alternative measures.

Wages / Performance Metrics

- CareerSource Tampa Bay is negotiating performance metrics with FloridaCommerce, with post-exit wages for youth and dislocated workers being a significant area of discussion.

- Members expressed concern that substantially increasing wage targets may not reflect local economic conditions, noting that wages are influenced by supply and demand and that many local occupations remain below national wage averages.
 - Members emphasized the importance of incorporating feedback from employers, Consortium partners, and workforce professionals with direct, on-the-ground knowledge when establishing state-level workforce expectations and performance measures.
1. Manufacturing and Logistics Industry Snapshot
 2. Finance Professional Services & Information Technology Industry Snapshot
 3. Transportation and Trades Industry Snapshot
 4. Healthcare and Social Assistance Industry Snapshot

B. CSTB Education and Industry Quarterly Report

There was no discussion.

IV. Next Meeting

October 6, 2026, at 1:00 p.m.

V. Adjournment

Meeting adjourned at 3:29 p.m.

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