



## **Executive Committee Meeting**

Date: December 11, 2025 at 10:00 AM  
Zoom Meeting / 4350 W Cypress Street, Suite 875 Tampa, FL 33607

[Zoom Information](#) [Zoom Link](#)  
Meeting ID: 832 0887 4794  
Passcode: 586588  
Dial-in-Number: 1.305.224.1968

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**Action Item**  
**Executive Committee Meeting Minutes**  
**September 3, 2025**



**CareerSource Tampa Bay Executive Committee**  
**Minutes**

CareerSource Tampa Bay

9/3/2025 11:00 AM EDT

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

**Attendance**

**Present:**

Members: Barclay Harless (remote), Don Noble (remote), Gary Hartfield (remote), Rebecca Sarlo (remote)

CSTB Staff: Keidrian Kunkel (remote), Anna Munro (remote), Tammy Stahlgren (remote)

Legal Counsel: Stephanie Marchman (remote)

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

Barclay Harless, Chair called the meeting to order at 11:02 a.m. There was a quorum present.

II. Public Comments (Presenters: Barclay Harless)

There were none.

III. Board Counsel Report (Presenters: Stephanie Marchman)

Stephanie Marchman reported on three pending lawsuits and noted they are in the early stages, with possible future discussions on strategy.

IV. CEO Report (Presenters: Keidrian Kunkel)

- Discussed Executive Committee structure, Sunshine Laws, and potential use of consent agendas.
- Reviewed summer youth programming, budget limits, application backlog, and approved provider scorecard/occupation list.
- Reported 12 youth placements with Baycare; future expansion in progress.
- Announced October training for business services team leading to national certification and SOPs.
- Shared Poverty Simulation insights and update on consolidating four websites into one.

- Outlined grant pursuits and strengthened legislative relations for veterans' appropriations.
- Proposed industry roundtables, especially in healthcare career pathing.
- Presented vision for an integrated business services team; board expressed support.

V. Action Items/Discussion Items

VI. Information Item

A. Legislative Session planning

Grant Opportunities and Performance Updates

Keidrian Kunkel provided updates on grant opportunities, noting that the team is exploring various options, although some may not be suitable for bidding. He emphasized the importance of building relationships with legislators, particularly in light of upcoming appropriations requests for veterans. Keidrian acknowledged past challenges but expressed optimism about refining their approach.

B. Performance Updates

VII. Future Business

There were none.

VIII. Adjournment

The meeting adjourned at 11:44 a.m. Minutes submitted by Tammy Stahlgren.  
Executive Administrative Assistant.

A. Next Executive Committee Meeting – October 16, 2025

## NOTES:

Meridian One  
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[CareerSourceTampaBay.com](http://CareerSourceTampaBay.com)

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