

**CAREERSOURCE SUNCOAST
EXECUTIVE COMMITTEE MEETING**

1112 Manatee Avenue East
Bradenton, FL
Thursday, February 10, 2022
8:00 a.m.

Absent Present	<u>Committee Members</u>
P	Eric Troyer, CPA, Partner, Kerkering Barberio & Company
P	Christy Cardillo, CPA, Partner, Carr, Riggs & Ingram, LLC.
P	David Kraft, President, Vision Consulting Group
P	Rick Mosholder, Human Resource Director, Hoveround Corporation
P	Sharon Hillstrom, President/CEO, Bradenton Area Economic Development Corporation
A	Walter Spikes, Coldwell Banker Realty
A	Peter Hayes, President, Tandem Construction
	Staff Present, Josh Matlock, Robin Dawson, Kathy Bouchard, Anthony Gagliano, James Disbro, Linda Benedict, Michael Meerman, Karima Habity, Cody Solar, Christina Witt, Tracey Barta

I. Call to Order

Eric Troyer, Chair, called the meeting to order at 8:00 a.m. and welcomed Josh Matlock to his first meeting as President/CEO

II. Action Items

Approval of January 13, 2022 Combined Executive and Finance/Performance Committee Meeting minutes

Mr. Troyer asked for a motion to approve the January 13, 2022 meeting minutes.

Motion: Christy Cardillo

Second: Sharon Hillstrom

The motion to approve the minutes passed unanimously.

III. Committee Reports

There were no committee reports

IV. Staff Reports

Robin Dawson reported the link to the IRS Form 990 – Return of Organization Exempt from Income Tax for PY Ending 6/30/2021 was sent to all board members for review. The deadline for review is February 15, 2022, after that time the IRS Form 990 will be filed electronically. DEO will be doing the finance and programmatic monitoring in March; the monitoring will be virtual. We are evaluating new accounting software, we currently use MIP, but are reviewing several other programs to see what the best fit for our organization is and checking with other regions with the possibility of better pricing if we change together.

Kathy Bouchard reported we have set up an Ad-Hoc By-Laws committee meeting for February 18th to review and make changes to our by-laws to conform to the new rules and regulations.

Linda Benedict reported on the Ticket to Work program, we have 95 clients, and 37 have been employed. Income from this program for the last 18 months is over \$120,000 in revenue. We are also working on several other grants including the DEO/DOL grant, COVID grant, and United Way Suncoast. We also applied for the TD foundation grant for \$150,000 and partnering with other non-profits including JFCS for a three-year \$1,500,000 grant for homeless veterans to receive quality training. Sharon Hillstrom reported that Manatee County is converting the old jail into Vet housing for homeless veterans, and this may be useful when applying for this grant.

Anthony Gagliano reported on the conferences we are working on including SOTC, SOJC and E-Rising. We are working on offering one sponsorship for all three conferences. We have completed the RFQ for rapid response, and Ted Abernathy has been chosen as the consultant and will do focus groups to study what businesses fail and why. We have a list of 229 clients working with THRIVE on starting a business, these businesses vary from consulting to IT to graphic design and travel. Mr. Gagliano shared a link on our first successful THRIVE candidate Cordell Jeter's business, Eco Rovers. Our IT department is working on making our WIOA applications totally automated. On the operations side we have provided over 9,000 services to

2,388 individuals, with 13,000 using the self-assist portals. On the program side we will be participating in the DEO monitoring in March, and we will also have our annual performance presentation from DEO at the March board meeting. We are working on several apprenticeships with New Dawn Electric who have 3 clients going into apprenticeship, PGT has 5 clients that completed the apprenticeship program for tool and die maker and will add additional occupations.

Josh Matlock reported on several promotions, Anthony Gagliano has been promoted to COO, and Christina Witt promoted to Organizational Support Services Director in preparation for Tracey Barta's retirement. Christina will be taking over the board duties and we will also be hiring an Organization Support specialist to backfill Tracey Batra's position.

Mr. Matlock reported on the FWDA meeting attended in West Pam Beach. There was discussion regarding the accusations of the Pinellas County Executive Director, the investigation showed there is a toxic work environment. There was a letter by the CEO discussing merging with other regions, but their board and local elected officials are not in favor of merging. There are no discussions at the legislative level regarding merging regions. Mr. Matlock also mentioned the staff retention challenge regarding affordable housing, and discussed we are working on raising the minimum on entry level wages to be more competitive. Hybrid remote work varies across the state, we are remaining on a hybrid work schedule that may help in staff retention and attracting new employees. The Local Workforce Development Board will now receive a letter grade for their performance. We will see how this works out in the future performance reviews we receive from DEO. Mr. Matlock stated that several staff and Executive Committee members will be attending the NAWB conference in April that conflicts with the Executive Committee meeting schedule. Discussion on whether to cancel the meeting or re-schedule. If there are no pending items we will cancel, if a meeting is necessary, we will re-schedule. The Executive committee is ok with either choice.

V. Public Comment/Closing Remarks – Eric Troyer, Chair

There were no public comments.

VI. Adjournment

The next meeting is March 10, 2022. There being no further business, Chair Troyer adjourned the meeting at 8:47a.m.

Respectfully submitted,



Josh Matlock
President & CEO