

**CareerSource Suncoast
Executive Committee Meeting Minutes**
3660 North Washington Blvd
Sarasota, FL
Thursday, October 13, 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*	Sharon Hillstrom, President/CEO, Bradenton Area Economic Development Corporation
A	Lisa Eding, Coldwell Banker Realty
A	Peter Hayes, President, Tandem Construction
*	Virtual
	Staff Present: Josh Matlock, Robin Dawson, Kathy Bouchard, Anthony Gagliano, Christina Witt, Linda Benedict, Michael Meerman, Cody Soler, Michelle Snyder, Karima Habity, James Disbro, Chet Filanowski
	Additional Attendees: Lisa Krouse and Erin Silk, Sarasota Economic Development Corporation

I. Call to Order

Eric Troyer, Chair, called the meeting to order at 8:00 a.m., roll call and attendance was recorded.

II. CEO Report – Joshua Matlock

Michelle Dennard, Career Source Florida President & CEO was introduced as a guest. In conjunction with Joshua Matlock, Dennard spoke on the statewide efforts of the Hurricane recovery and response, the state of the workforce post hurricane, the REACH Act implementation in regard to local board realignment and local board letter grades.

Joshua Matlock reported on the impact and response Hurricane Ian. CSS has been working at the disaster recovery center (DRC). CSS staff members have been working at the DRC working to assist people with applying for disaster unemployment assistance. CSS has been working with DEO to apply for a \$1.5 million National Emergency Dislocated Worker grant to assist those who have been impacted by or dislocated from their work.

On Tuesday, the Florida Workforce Development Association met to discuss Phase Two of the REACH Act realignment initiative. On Friday, October 14th, CSS will be meeting with Ernst and Young consulting to have a roundtable discussion on the alignment process.

The preliminary letter grades have been released. CSS is a little higher than projected at a C+. A large part of the grade was impacted by a previous decision three years ago to not negotiate the performance measures down. CSS had some of the highest negotiated rates in the state and exceeded the states average in some areas.

Update on the Bradenton office location, working with the landlord on staying in the current location with less square footage on the lease and not absorbing the entire building. Other locations and partner co-locations are being reviewed for potential new space.

III. Action Items

Approval of September 8, 2022 Executive Committee Meeting minutes.

Eric Troyer asked for a motion to approve the September 08, 2022 meeting minutes.

Motion: David Kraft Second: Sharon Hillstrom

The motion passed unanimously.

Approval of CSS Policy # 16-22 Sector Strategies

Christina Witt presented the action item for the CSS Sector Strategies Policy # 16-22.

A motion was made to approve the CSS Policy # 16-22 Sector Strategies

Motion: David Kraft Second: Sharon Hillstrom

The motion passed unanimously.

IV. Other Board Business

None

V. Staff Reports

Kathy Bouchard, V.P./Chief Talent Officer

All CSS staff were safe from the storm, with some being without power, internet, and cell service. There was some home damage reported from staff such as pool cages, trees down, etc.

The staff retreat scheduled for Friday was cancelled due to the hurricane and having everyone available to assist clients.

The DRC was staffed over the weekend. The traffic was low, most people coming to the DRC were in search for housing assistance. CSS has applied for \$1.5 million for a National Emergency Dislocated Worker grant (NEDWG) to provide humanitarian aid and recovery. Agencies such as the YMCA have already been reaching out for assistance.

Next week in the Sarasota office, a free training is being offered by the Institute for Justice and Research Development through Florida State University. This training is for businesses and human resource professionals, focusing on retention and development of employees with incarceration histories.

Robin Dawson, V.P./Chief Financial and Administrative Officer

A budget mod will be presented to the Board in November with additional funding received, to include the Apprenticeship Navigator and Rapid Response (\$150,000), the CDL Training NFA pending(\$200,000) and NEDWG grant (\$1.5 million) when awarded.

The annual financial audit with James Moore is wrapping up and going well and on schedule to provide the audit report to the Board next month.

Anthony Gagliano, V.P./Chief Operating Officer

The second annual entrepreneur conference, E-Rising, is taking place at USF on November 17, 2022. The event will be hybrid. Videos from last years conference can viewed on the CSS website at [Home - CareerSource Suncoast](#). Ted Abernathy will be speaking at the event about the small business study.

The first internal monitoring completed by our Quality Assurance Coordinator, Deborah Lee in July for the Wagner-Peyser program report was shared.

James and Chet continue to work on the development of the Crosswalk referral system for community partners to make agency to agency referrals. Employer access is in development to allow employers to make referrals in the system for their employees who have needs.

CSS is partnering with the Patterson Foundation on their Digital Access for All initiative. Four CSS staff are going through a Digital Navigator training for the initiative.

VI. Public Comment/Closing Remarks – Eric Troyer, Chair
None

VII. Adjournment – Eric Troyer, Chair

The next meeting is scheduled for November 10, 2022. There being no further business, Chair Troyer adjourned the meeting at 9:03a.m.

Respectfully submitted,



[Joshua Matlock \(Oct 13, 2022 08:27 EDT\)](#)

Josh Matlock
President & CEO