

# **CareerSource Suncoast**

## **EXECUTIVE COMMITTEE MEETING**

Thursday, September 9, 2021 - 8:00 a.m. to 9:30 a.m.

Location: Teams Meeting

[Join Microsoft Teams Meeting](#)

1 786-600-3104

Conference ID: 407 675 565#

### **AGENDA**

**Call to Order / Introductions – Eric Troyer, Chair; Partner, Kerkering Barberio**

**Action Items – Eric Troyer, Chair**

- Approval of Aug 19, 2021, Executive Committee Meeting Minutes

**Discussion**

**Performance review for the President/CEO**

**Public Comments/Closing Remarks – Eric Troyer, Chair; Partner, Kerkering Barberio**

**Adjournment**

**Next Executive Committee Meeting is Oct 14, 2021**

**CAREERSOURCE SUNCOAST  
EXECUTIVE COMMITTEE MEETING**

**TEAMS**

Thursday, August 19, 2021

<b>Absent Present</b>	<b><u>Committee Members</u></b>
P	Eric Troyer, CPA, Partner, Kerkering Barberio & Company
A	Christy Cardillo, CPA, Partner, Carr, Riggs & Ingram, LLC.
P	David Kraft, President, Vision Consulting Group
P	Rick Mosholder, Human Resource Director, Hoveround Corporation
A	Sharon Hillstrom, President/CEO, Bradenton Area Economic Development Corporation
P	Walter Spikes, Coldwell Banker Realty
P	Peter Hayes, President, Tandem Construction
	Staff Present, Ted Ehrlichman Josh Matlock, Kathy Bouchard, Robin Dawson, Tracey Barta

**I. Call to Order**

Eric Troyer, Chair, called the meeting to order at 8:03 a.m. and roll call was performed.

**II. Action Items**

**Approval of June 10, 2021 Combined Executive and Finance/Performance Meeting minutes**

Mr. Troyer asked for a motion to approve the June 10, 2021 meeting minutes.

**Motion: Rick Mosholder**

**Second: David Kraft**

The motion to approve the minutes passed unanimously.

**III. Discussion**

**Covid 19 Update** – Mr. Ehrlichman reported that we are not mandating vaccines for employees, but the protocols are getting stricter due to the new Delta variant. We are returning to masks requirement for staff and clients and limiting to 10 clients per hour in the resource room. If a client refuses to wear a mask, they will be allowed self-service only.

**Tallahassee Update** - There is a difficult environment, and a lot of it is from the “Tampa Affect”. The legislation is focused on better ways to get things done and they want to work with the regions to achieve this. Josh & Ted both hold roles with the Florida Workforce Development Association (FWDA). Ted serves on the CEO committee and Josh on the COO committee. These two committees meet frequently to discuss how each region is handling unemployment and other workforce issues. We are working closely with DEO and their leadership is open to any feedback we can offer. Some of our focus is continuously working on unemployment issues with clients, and our staff is front line for unemployment problems, along with employer services, client training, follow up, and other programs offered. Due to recent CONNECT - reemployment assistance fraud - all passwords on DEO’s CONNECT website had to be reset for clients. CSS staff have limited access to the CONNECT system. One of our options is we can escalate a client’s case to DEO for resolution and this seems to be helping. Staff is doing great handling these issues.

**Succession Planning** - Ted Ehrlichman discussed his succession plans. We started in August, 2019 and the leadership team has been involved in the process. Retirement would take place at the end of this calendar year. The leadership team all agree that Josh Matlock, current COO as the successor, and the discussion ensued on whether we need a search committee. Eric Troyer discussed the pros and cons of a search committee:  
Pro – doing due diligence, not just giving the position to someone, but feels Josh is an excellent candidate.  
Con - If you open it up it will create confusion if the person applying does not get the job, and it could mean the loss of employees. Mr. Troyer has been in discussion with Brian Bauer from CareerSource Research Coast who recently went thru the same process. We want to foster an atmosphere of growth of staff within the organization. Mr. Troyer stated he is pleased with the transition plan.

Mr. Mosholder agrees with the transition plan, and stated if you went outside, it would look worse, transparency is good and it would reflect staff growth to promote from within.

Mr. Hayes feels Josh Matlock is a good candidate and there is no need to go outside. He would like to have some discussions with Mr. Matlock and keep in mind backup plans should always be made.

Mr. Kraft feels a search would be a bigger risk than benefit. The person in this position has to have a relationship with our partners and staff and that is a very important component that Mr. Matlock brings to the table.

Walter Spikes stated he is in agreement with the executive committee, and that Mr. Matlock has earned the position and going outside would create turmoil.

In conclusion the executive committee has a strong concession to not go outside to fill the President/CEO position.

**IV. Public Comment/Closing Remarks – Eric Troyer, Chair**

**V. Adjournment**

The next meeting is September 9, 2021. The performance review for the President/CEO will take place at this meeting. There being no further business, Chair Troyer adjourned the meeting at 8:52 a.m.

**Respectfully submitted,**

A handwritten signature in black ink, appearing to read 'Ted Ehrlichman', with a long horizontal line extending to the right.

Ted Ehrlichman  
President & CEO