

**CAREERSOURCE SUNCOAST
BOARD MEETING MINUTES**

Virtual TEAMS Meeting and In-person
3660 N. Washington Blvd., Sarasota, FL 34234
Thursday June 22, 2023
8:00 A.M.

Call to Order

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

Action Items – Eric Troyer, Chair

• **Approval of Consent Agenda - Eric Troyer**

Eric Troyer asked for a motion to approve the Consent Agenda Items

- Approval of May 25, 2023, Board Meeting Minutes
- Approval of PY2023-2024 Schedule of Operations
- Approval of PY2023-2024 Local Targeted Occupations List

Motion: Lisa Eding **Second:** Jim Bos

Motion passed unanimously

• **Approval of PY2023-2024 Eligible Training Providers List (ETPL)**

The item was pulled from the consent agenda to allow parties with a conflict-of-interest to abstain.

Eric Troyer asked for a motion to approve the PY2023-2024 ETPL.

Motion: David Kraft **Second:** Roscelyn Guenther

Abstain: Ron DiPillo, Ron Serpliss

Motion passed unanimously

• **Approval of VI-PER Resolution for Agreement Renewal**

The item was pulled from the consent agenda to allow parties with a conflict-of-interest to abstain.

Eric Troyer asked for a motion to approve the VI-PER Resolution for agreement renewal.

Motion: David Kraft **Second:** Dr. Deborah Hawkes

Abstain: Ron DiPillo

Motion passed unanimously

• **Approval of PY2023-2024 Budget – Robin Dawson**

Joshua Matlock introduced the Budget.

Robin Dawson presented the PY2023-2024 Budget for approval. The budget was provided in the meeting agenda materials located on the CSS website at [Agendas and Minutes - CareerSource Suncoast](#).

Kathy Bouchard provided an overview of salaries range adjustments and fringe benefits offered for PY2023-2024.

Eric Troyer asked for a motion to approve the PY2023-2024 Budget.

Motion: Tim Novak **Second:** David Kraft

The motion passed unanimously

• **Approval of Related Party Agreements - Christina Witt**

Christina Witt presented the following four (4) related party expenditure approvals.

- 1. A motion for the Board of Directors to approve the Related Party maximum expenditures of \$5,000 for PY2023-2024 to Manatee Chamber of Commerce for membership dues, sponsorships and outreach.

Motion: Jim Bos **Second:** David Kraft
Abstain: Dr. Tim Novak

Motion passed unanimously.

- 2. A motion for the Board of Directors to approve the Related Party maximum expenditures of \$5,000 for PY2023-2024 to Bradenton Area Economic Development Corporation for membership dues, sponsorships and outreach

Motion: Dr. Deborah Hawkes **Second:** Ron DiPillo
Abstain: Dr. Tim Novak, Allison Imre

Motion passed unanimously.

- 3. A motion for the Board of Directors to approve the Related Party maximum expenditures of \$5,000 for PY2023-2024 to the Sarasota Chamber of Commerce for membership dues, sponsorships and outreach.

Motion: Lisa Eding **Second:** Roscelyn Guenther
Abstain: Dr. Tim Novak, Heather Kasten

Motion passed unanimously.

- 4. A motion for the Board of Directors to approve the Related Party expenditures of \$7,500 for the Bradenton Area Economic Development Corporation user license to the Lightcast labor market database.

Motion: William Holland **Second:** Lisa Eding
Abstain: Dr. Tim Novak, Allison Imre

Motion passed unanimously.

CEO Report:

CSS will begin developing the scope of work for the strategic planning process in the first quarter of the new year. The planning process is projected to begin in September 2023.

A discussion on regional planning was conducted. Regional planning options include CSS planning with CareerSource Heartland and CareerSource Southwest Florida or with CareerSource Tampa, Pinellas, and Pasco. Continued discussion will be held with the full Board of Directors. CSS will include the regional planning in the upcoming strategic planning.

Other Board Business:

• **One-Stop Operator Annual Report**

CSS One-Stop Operator, Dr. Ron Natale of Educational Management & Services FI. LLC, provided the semi-annual One-Stop Operator report to the Board. Dr. Natale highlighted the quarterly mandated partner meeting's agenda, the meeting satisfaction survey, the infrastructure funding quarterly report process, the Crosswalk agency-to-agency referral system and recommendations to CSS.

Staff Reports:

Kathy Bouchard – CTO

Ticket to Work (TTW) has one hundred and ten (110) tickets assigned to CSS, with fifty (5-) clients working. The TTW program has generated \$183,000 this fiscal year. Total received since inception of the program is \$384,000.

Additional funding was received for the Non-Custodial Parent Employment Program, with a total of \$689,000 in funding. There are currently ten (10) clients enrolled in the program. The goal is to place clients into employment to assist them with paying their child support payments.

The Fostering Opioid Recovery Grant is in the final year of the grant. The goal of the grant was to serve ninety (90) clients. Forty-nine (49) clients have received scholarships to date

Robin Dawson - CFAO

A reminder to the Board to complete the annual Form1 financial disclosure by June 30, 2023.

Anthony Gagliano- COO

The Summer Youth Employment Program (SYEP) video from State College of Florida (SCF), Power of You program, was played, <https://youtu.be/SYEP>. Alicia Cruz-Otero, the Youth Development manager, running the SYEP had ninety-three (93) students attend the job skills training program held at State College of Florida's (SCF) 26 West Center. Seventy-three (73) students attended the job fair with more than twenty (20) employers hiring for summer employment. An invitation was extended to the Board members to attend the graduation held at SCF on July 27th at 5:30 pm.

SCF hosted the [Apprenticeship Accelerator event](#) at the SCF Lakewood Ranch campus. The event had the highest attendance of the events held across the state. Thanks to Diane Seavers, there were seventy-five (75) registrations for the event. The event hosted several apprenticeship programs and employers in the region, and highlighted apprentice of the year winner from PGT.

Public Comments: There were no public comments.

Next Meeting and Adjournment:

Eric Troyer, Chair, informed the Board that the next Board meeting on September 28, 2023.

The meeting was adjourned at 9:10 a.m.

Respectfully submitted,

Joshua Matlock

Joshua Matlock (Jun 22, 2023 11:57 EDT)

Josh Matlock
President, CEO

CAREERSOURCE SUNCOAST - BOARD MEETING ATTENDANCE

Absent Present	Board Member
P	Jim Bos, MBJ Group
P*	Ashley Brown, Women’s Resource Center
A	Christy Cardillo
A	Jackie Dezelski, Manatee Chamber of Commerce
P	Dr. Ron DiPillo, Sarasota County Schools
P*	Lisa Eding, Teak Decking Systems
P*	Luis Font, LIUNA, Laborers International Union
P*	Brian Gurucharri, Manatee Memorial Hospital
P*	Roscelyn Guenther, Boys & Girls Club of Sarasota County
P	Dr. Deborah Hawkes, CAN Community Health
P*	Peter Hayes, Tandem Construction
A	Sharon Hillstrom, Bradenton Area Economic Development Corporation
P*	William Zack Holland, Local 123 Plumbers and Pipefitters Union
P*	Allison Imre, Grapevine Communications
P*	Heather Kasten, Sarasota Chamber of Commerce
P	David Kraft, Vision Consulting Group
P*	Dr. Tim Novak, LECOM
P	Shaun Polasky, Helios Technologies
P*	Ericka Randall, Vocational Rehabilitation
P*	Ronald Serpliss, State College of Florida
A	Walter Spikes, Coldwell Banker Realty
P	Eric Troyer, Kerkering Barberio & Company
A	Doug Wagner, Manatee County School Board
P*	Craig Warzecha, Bradenton Marauders/Pittsburgh Pirates
A	Ken Waters, Sarasota Housing Authority
	Staff Present: Josh Matlock, Robin Dawson, Kathy Bouchard, Anthony Gagliano, Karima Habity, Linda Benedict, Michael Meerman, Christina Witt, Michelle Snyder, James Disbro
P*	Commissioner George Kruse - Manatee County
P	Commissioner Joe Neunder – Sarasota County

25 Board Members – 18 present, 7 absent