

**CAREERSOURCE SUNCOAST
BOARD MEETING MINUTES**

Virtual TEAMS Meeting and In-person
3660 N. Washington Blvd., Sarasota, FL 34234
Thursday, October 3, 2024
8:00 A.M.

Call to Order

Eric Troyer, Chair, called the meeting to order at 8:01 a.m.

Installation of Officers – Eric Troyer, Outgoing Chair

Eric Troyer announced the installation of Officers and handed the meeting off to David Kraft.

- Chair, David Kraft - Vision Consulting Group
- Chair-Elect, Lisa Eding - Teakdecking Systems
- Treasurer, Jim Bos – MBJ Group, Inc.

Board Member Updates – David Kraft, Chair

David Kraft provided the following updates -

Retirement from the Board of Directors:

- Peter Hayes
- Walter Spikes
- Christy Cardillo

Board Chair Executive Committee Appointment

- Shaun Polasky, Member At-large - Helios Technologies

Welcome New Board Members

- Jane Roseboro, Centerstone Florida
- Lorri Kidder – Carr, Riggs, Ingram
- Will Cromie- Synovus Bank

Roll Call was performed and a quorum was established.

Action Items – David Kraft, Chair

• Approval of Consent Agenda - David Kraft

David Kraft requested for a motion to approve the Consent Agenda items.

- Approval of June 13, 2024, Board Meeting Minutes
- Approval of Policy #18-22, Eligible Training Provider List
- Approval of Local Targeted Occupations List

Motion: Lisa Eding Second: Ron DiPillo

Motion passed unanimously

- **Approval of Four-Year Local Plan - Christina Witt**

Christina Witt provided an overview of the 4-Year Local Plan for approval. A motion was requested to approve the 4-Year Local Plan effective January 1, 2025 – December 31, 2028.

Motion: Lisa Eding Second: Luis Font
Motion passed unanimously

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

Christina Witt presented the following related party agreement/expenditure approval of \$175,000 for PY2024-2025 to Galen College of Nursing for training agreements.

A motion was requested for the Board of Directors to approve the related party agreement expenditures with Galen College of Nursing for a maximum of \$175,000 for PY2024-25.

Motion: Eric Troyer Second: Allison Imre
Motion passed unanimously

CEO Report:

Joshua Matlock provided an update on attending the annual Workforce Professionals Development Summit. During the summit, the State held CareerSource Florida Board meetings. This was a good opportunity to connect with the CareerSource Florida and Florida Commerce teams. Adrienne Johnson, CSF, and Secretary of Commerce, Alex Kelly were in attendance speaking with the Boards strengthening relationships and fostering better communication.

Coordination on Hurricane response with the state and local boards has improved with the last two storms, Debby and Helene. Disaster unemployment insurance and business recovery assistance is now available at CareerSource Suncoast. CSS is pending notification from the state on approval of National Emergency Dislocated Worker Grant funds for both Debby and Helene to assist with recovery efforts.

CSS has signed a letter of intent to conduct regional planning with CareerSource Hillsborough Pinellas, CareerSource Pasco Hernando, and CareerSource Polk.

Other Board Business:

Finance and Performance Committee Report

Lisa Eding provided an overview of the Finance & Performance Committee meeting from August 8, 2024.

Finance Report:

Robin Dawson, VP/CFAO, reviewed the following reports.

1. Review of Budget to Expenditure Report as of June 30, 2024
 - Overall burn rate of 82%
 - YTD Federal and State requirements:
 - Admin: 7.86%; max allowed 10%
 - ITAs: 54.46%; min requirement 35%
 - Youth Paid Internships/Work Experience: PY22 – 32.02%; PY23 - 11.06%; min requirement 20%
 - Youth Out of School: PY22 – 98.74%; PY23 - 94.92%; min requirement 50%
2. Budget to Expenditure Report by Fundsource as of June 30, 2024
3. Summary of Non-Federal Funds Revenue & Expenditures as of June 30, 2024

Performance Report:

Anthony Gagliano reviewed the CSS WIOA Performance Indicators as for Quarter #3 of PY2023-24. A copy of the performance results was provided in the agenda packet.

CSS PY23-24 Quarter #3 letter grade was an “B+” with a score of 89.35%. A copy of the current letter grade was provided in the agenda packet. CareerSource Florida Letter Grades are updated on a quarterly basis, being available approximately 45 days from the end of the quarter.

Staff Reports:

Anthony Gagliano- COO

October is [National Disability Awareness Month](#). The Ticket-to-Work (TTW) program recently highlighted a success story on [CareerSource Suncoast LinkedIn](#) page. The TTW client was working with Kim Gonzalez for several months. When Jesse first began receiving services from Kim, she was only working part time in retail, after working with Kim she was able to obtain full time employment with the Department of Revenue and has been in her position for more than nine months. She is now able to decrease her dependency on Social Security benefits and improve her economic self-sufficiency.

The First Lady Casey DeSantis, [HOPE Florida](#) initiative continues to be a strong resource for individuals on public assistance. CSS HOPE Florida client, Heidi, success story was shared. Heidi came to CSS as a single mother of four children in need of assistance. HOPE Navigator, Jill Hyatt assisted Heidi through the grant to obtain employment as a zoo educator at Sarasota Jungle Gardens, earning \$27 hourly.

Diane Seavers was introduced to the Board as the new Special Grants Manager.

The [Pathways to Success](#) small business series is partnering with Sarasota Chambers' [CareerEdge](#) for the next upcoming event on October 10, 2024. Secretary Alex J. Kelly of Florida Commerce will be our introductory keynote speaker at this event. Other speakers include Blair Bloomston – Leaders Uplifted, Kristi Hoskinson – USF, Rob Harris- SAMA, Dr. Kevin McCree- Laser Focus Leadership Solutions.

The E-Rising conference will be held on November 20, 2024.

Public Comments: None

Next Meeting and Adjournment:

Next Board of Directors Meeting is November 14, 2024

This meeting will be a combined full Board of Directors and Executive Committee Meeting.

Location: 3660 N. Washington Blvd, Sarasota, FL

The meeting was adjourned at 9:02 a.m.

Respectfully submitted,



[Joshua Matlock \(Oct 3, 2024 14:59 EDT\)](#)

Josh Matlock
President, CEO

*The remainder of this page intentionally left blank**

CAREERSOURCE SUNCOAST - BOARD MEETING ATTENDANCE

Absent Present	Board Member
A	Jim Bos, MBJ Group
A	Ashley Brown, Women’s Resource Center
P*	Christy Cardillo, Carr Riggs, & Ingram, LLC.
A	Will Cromie, Synovus Bank
P*	Jackie Dezelski, Manatee Chamber of Commerce
P	Dr. Ron DiPillo, Sarasota County Schools
A	Kathy Dwyer, Galen College of Nursing
P	Lisa Eding, Teak Decking Systems
P*	Luis Font, LIUNA, Laborers International Union
A	Geoffry Gilot, Boys & Girls Clubs
A	Vaughn Alexander Hendriex, State College of Florida
A	Sharon Hillstrom, Bradenton Area Economic Development Corporation
P*	Allison Imre, Grapevine Communications
P*	Heather Kasten, Sarasota Chamber of Commerce
P	Lori Kidder, Carr Riggs, & Ingram, LLC.
P	David Kraft, Vision Consulting Group
P*	Anne LeBaron, Take Stock in Children Manatee
A	Shaun Polasky, Helios Technologies
P*	Ericka Randall, Vocational Rehabilitation
P*	Jane Roseboro, Centerstone Florida
A	Sarah Tar, Truist
P	Eric Troyer, Kerkering Barberio & Company
P	Mark Viggiano, Local 123 Plumbers, and Pipefitters Union
A	Doug Wagner, Manatee County School Board
A	Craig Warzecha, Bradenton Marauders/Pittsburgh Pirates
P*	Ken Waters, Sarasota Housing Authority
	Staff Present: Josh Matlock, Robin Dawson, Kathy Bouchard*, Anthony Gagliano, Karima Habity*, Linda Benedict, Christina Witt, Michelle Snyder*, James Disbro*, Chet Filanowski*, Michael Meerman, Diane Seavers, Curt Preisser*
P*	Commissioner George Kruse - Manatee County
A	Commissioner Ron Cutsinger – Sarasota County

26 Board Members – 15 present, 11 absent

*Virtual