



Executive Committee Meeting

Thursday, April 17, 2025 - 8:00 a.m. to 8:30 a.m.

Location: Microsoft Teams

This is a virtual or call-in meeting only

[Join Microsoft Teams Meeting](#)

Phone in# 1-786-600-3104

Conference ID: 930 171 107#

AGENDA

Call to Order – David Kraft, Chair

Action Items

- Approval of March 13, 2025 Executive Committee a Meeting Minutes – David Kraft
- Approval of Manatee County Opioid Impact Grant Application – David Kraft

Public Comments/Closing Remarks – David Kraft

Adjournment – David Kraft, Chair

Next Executive Committee Meeting is on May 8, 2025

This meeting is Combined with the Finance & Performance Committee

Location: Virtual Teams Meeting



ACTION ITEM

**CareerSource Suncoast
Executive Committee
Meeting Minutes**
Teams Virtual Meeting
Thursday, March 13, 2025
8:00 a.m.

| Absent Present | <u>Executive Committee Members</u> |
|-----------------------|---|
| P | David Kraft, Vision Consulting Group |
| P | Shaun Polasky, Helios Technologies |
| P | Eric Troyer, Kerkering, Barberio & Company |
| P | Lisa Eding, Teakdecking Systems |
| P | Jim Bos, MBJ Consulting Group |
| | Staff Present: Joshua Matlock, Anthony Gagliano, Kathy Bouchard, Robin Dawson, Christina Witt, Michelle Snyder, Karima Habity, James Disbro |

I. Call to Order

David Kraft, Chair, called the meeting to order at 8:00 a.m. Attendance was recorded, and a quorum was established.

II. Action Items

Approval of January 9, 2025 Combined Executive Committee and Finance & Performance Committee Meeting Minutes

David Kraft requested a motion to approve the January 9, 2025 Combined Executive Committee and Finance & Performance Committee Meeting Minutes

Motion: Eric Troyer **Second:** Shaun Polasky

The motion passed unanimously.

Approval of Budget Modification #2 for PY 2024/2025 – Jim Bos

Jim Bos introduced budget modification. Robin Dawson provided an overview of the modification. Materials were provided in the agenda packet.

David Kraft requested a motion to approve Budget Modification #2 for PY 2024/2025

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

The motion passed unanimously.

III. CEO Report – Joshua Matlock

Joshua Matlock provided an update on a local speaking engagement with the Patterson Foundation, Digital Access for All event.

Updates on trips to Tallahassee were provided, including a presentation by Anthony Gagliano to the [workforce subcommittee](#) for the Florida House of Representatives about the apprenticeship work CSS is doing. Both Anthony and Josh attended the [CareerSource](#)

[Florida Board meeting](#), where Josh participated on a panel sharing best practices on the Summer Youth Employment Program. In addition to the CareerSource Florida meetings, Josh and FWDA had the opportunity to meet the incoming Speaker of the House and several legislators during their meeting, while the CareerSource COOs met and toured the CareerSource Florida offices.

Josh and David Kraft will be attending the [Advocacy Days](#) in Washington, D.C. during the NAWB Conference.

IV. Other Business

One-Stop Housing Initiative

Mark Vengroff presented an investment opportunity for CareerSource Suncoast for the One-Stop Housing initiative. Information was provided in the agenda packet.

The Executive Committee raised a motion to bring the investment opportunity to the full Board of Directors for approval.

David Kraft requested a motion to present the investment opportunity to the full Board of Directors.

Motion: Lisa Eding **Second:** Jim Boss

Finance and Performance Committee Meeting

Jim Bos provided an overview of the Finance and Performance Committee.

Robin Dawson reviewed the following report covering the period July 1, 2024 – December 31, 2024 for PY 24-25. Copies of the reports were included in the agenda packet.

Budget to Expenditure Report PY 24-25 as of December 31, 2024.

State and federal expenditure requirements reported as of December 31, 2024:

- Admin expenditure rate – 9.29%; max allowed 10%
- Individual training accounts (ITAs) – 37.41%; min requirement 50%
- Youth paid internships PY23 – 22.26% ; PY24 – 0%; min requirement 20%
- Youth out of school expenditures PY23 – 97.57%; PY24 – 0%; min requirement 50%

The overall burn rate as of December 31, 2024 was 43%.

A Budget to Expenditure Report by fundsource was also shared with the committee to report burn rates by grant.

Review of Non-Federal Funds Revenue & Expenditures as of December 31, 2024:

Balance of Non-Federal Funds: \$1,039,145

V. Staff Reports

Anthony Gagliano

Anthony provided a detailed overview of his presentation with CareerSource Florida President Adrienne Johnson at the workforce subcommittee for the Florida House of Representatives discussing the apprenticeship work being conducted by CSS. CSS is hosting an event on March 13th, 2025 in the evening for several of the local Human Resource Association chapters.

CSS hosted an Apprenticeship Navigator event at the Sarasota office on February 26th, 2025. Another [Apprenticeship Accelerator](#) will be held on April 10, 2025 at PGT.

The State of Talent Conference is scheduled for June 10th, 2025.

CSS has applied for several grants to include: the Selby Foundation – capital improvements; Manatee County Children Services – Summer Youth Employment; Spectrum – Digital Access work.

Summer Youth Program is actively [recruiting for youth and employers](#).

VI. Public Comment/Closing Remarks – David Kraft

VII. Adjournment – David Kraft

Next Executive Committee meeting is scheduled for May 8th, 2025

Location: Virtual Teams Meeting

David Kraft adjourned the meeting at 9:27 a.m.

Respectfully submitted,



Joshua Matlock (Mar 24, 2025 10:41 EDT)

Joshua Matlock
President/CEO



ACTION ITEM

NOTICE OF FUNDING OPPORTUNITY

MANATEE COUNTY OPIOID IMPACT GRANT PROGRAM – FY 2025

OVERVIEW

Manatee County is announcing the release of its first Opioid Impact Grant funded by proceeds from the Florida Opioid Settlement. The County seeks proposals from qualified agencies delivering substance use and behavioral health services that align with community-identified priorities and the Florida Opioid Allocation and Statewide Response Agreement.

The goal is to fund programs that address the opioid crisis through prevention, response, recovery, and evaluation initiatives. Projects that enhance existing efforts, expand access, or introduce innovative solutions are encouraged.

ELIGIBILITY

Applicants must be one of the following:

- A division of Manatee County Government
- Municipal/local government within Manatee County
- A nonprofit organization incorporated in Florida as a 501(c)(3) or 501(c)(6), operating for at least two years or with demonstrated measurable outcomes

Applicants must:

- Align with Florida Opioid Allocation and Statewide Response priorities
- Comply with ADA, state, and federal regulations
- Attend all required information sessions
- Be in good standing and not listed on Sam.gov's excluded partners list

FUNDING PRIORITIES

The Addiction Crisis Taskforce (ACT) has identified the following priority areas:

1. Prevention: Public prevention and education programs; Cross-agency data sharing and best practice identification
 2. Response: Access to peer support; Expansion of care options and diversion strategies
 3. Recovery: Comprehensive continuum of care including care coordination, case management, MAT education, and housing support
 4. Evaluation: Data collection to assess program impact and guide future funding
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RESOLUTION OF THE BOARD OF DIRECTORS

Suncoast Workforce Board, Inc. dba, CareerSource Suncoast is a non-profit corporation organized, in good standing, and existing under and by virtue of the laws of the State of Florida and having its principal office located at 3660 N. Washington Blvd. Sarasota, Fl. 34234.

BE IT RESOLVED THAT the Executive Committee of Suncoast Workforce Board, Inc. dba, CareerSource Suncoast has determined that it is in the best interest of the corporation to apply for the Manatee County Opioid Impact Grant Program.

BE IT FURTHER RESOLVED THAT for the purpose of entering into an agreement in the event of a grant award, the following corporate officers are authorized, directed, and empowered to issue, sign, and deliver as the act and deed of this corporation, any and all documents necessary to complete the application and contractual agreement with the Manatee County Government.

| NAME (please type or print) | TITLE |
|-----------------------------|--|
| <u>Anthony Gagliano</u> | <u>VP/Chief Operating Officer</u> |
| <u>Joshua Matlock</u> | <u>President/Chief Executive Officer</u> |

BE IT FURTHER RESOLVED, by the Executive Committee of Suncoast Workforce Board, Inc. dba, CareerSource Suncoast, to the best of its knowledge and belief, the information in the application are true and correct, and that the document has been duly authorized for submission to Manatee County Government by a majority vote of the Executive Committee of Suncoast Workforce Board, Inc. dba, CareerSource Suncoast the fact of which has been documented in the governing body's meeting minutes. The corporate officers identified above are authorized to assure that the corporation will comply with the stipulations contained in the application and contract, including any assurances and certifications as are referenced in the application or contract.

I, David Kraft, Board Chairman, do hereby certify that the foregoing is a valid resolution duly adopted by the Executive Committee of the Board of Directors of said corporation at a meeting held on the 17th day of April, 2025.

Signature of Board Chairman

Typed Name: **David Kraft, Chairman of the Board**

Date: _____