

**CareerSource Suncoast  
Combined Executive Committee  
And  
Finance & Performance Committee  
Meeting Minutes**  
Teams Virtual Meeting  
Thursday, May 8, 2025  
8:00 a.m.

| <b>Absent</b>  |  |
|----------------|--|
| <b>Present</b> |  |
| P              | David Kraft, Vision Consulting Group   |
| P              | Shaun Polasky, Helios Technologies   |
| P              | Eric Troyer, Kerkering, Barberio & Company   |
| P              | Lisa Eding, Teakdecking Systems  |
|                | <b><u>Finance &amp; Performance Committee Members</u></b>  |
| P              | Jim Bos, MBJ Group, LLC.   |
| P              | Lorri Kidder, Carr, Riggs & Ingram CPAs and Advisors   |
| A              | Ericka Randall, Vocational Rehabilitation  |
|                | Staff Present: Joshua Matlock, Anthony Gagliano, Kathy Bouchard, Robin Dawson, Christina Witt, Michelle Snyder, Karima Habity, James Disbro, Chet Filanowski |

**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- Executive Committee**

Approval of April 17, 2025 Executive Committee Meeting Minutes

David Kraft requested a motion to approve the April 17, 2025 Executive Committee meeting minutes.

**Motion:** Eric Troyer      **Second:** Jim Bos

The motion passed unanimously.

Approval of Revisions to the Accounting Procedures Manual

David Kraft requested a motion to approve the Revisions to the Accounting Procedures Manual with a contingency to move to full Board of Directors approval upon review and approval of financial auditors.

**Motion:** Shaun Polasky      **Second:** Lisa Eding

The motion passed unanimously.

### **III. Action Items- Finance & Performance Committee**

#### Approval of February 18, 2025 Finance & Performance Committee Meeting Minutes

Jim Bos requested a motion to approve the February 18, 2025 Finance & Performance Committee meeting minutes.

**Motion:** Lorri Kidder      **Second:** Jim Bos

The motion passed unanimously.

### **IV. Finance and Performance Committee Meeting**

Robin Dawson reviewed Budget to Expenditure Reports as of March 30, 2025 and PY2025-2026 budget planning allocations. Copies of the reports were provided in the agenda packet.

Anthony Gagliano reviewed the Letter Grade and CSS WIOA Performance Indicators for Quarter two (2) of PY 2024-2025, ending 12/31/2024. A copy of the performance results was provided in the agenda packet.

### **V. CEO Report – Joshua Matlock**

Joshua Matlock provided updates on the following:

*State Legislative Update:* The legislative session has been intense, but the workforce boards have remained unaffected. Joshua highlighted the positive progress made with local delegations and the proactive stance of the workforce boards.

*Hope Florida Program:* Joshua explained the controversy surrounding the Hope Florida Foundation and its alleged financial mismanagement, emphasizing the importance of staying out of the political fray while continuing to support the program's mission.

*Future Legislative Goals:* Joshua mentioned potential legislative goals for the next session, including revisiting the 50% ITA expenditure mandate and seeking general revenue funding.

*Federal Level Update:* The WIOA reauthorization did not pass, which was positive due to its problematic provisions. New chairs in the House and Senate committees may offer better prospects for future reauthorization.

*Executive Order:* A recent executive order calls for consolidation, apprenticeship expansion, and budget cuts. Workforce associations are preparing recommendations to influence these changes positively.

*Impact of DOGE:* The DOGE has led to increased scrutiny resulting in delays of fund requests, impacting the state's operations.

*Workforce Housing Project:* Joshua provided an update on the workforce housing project, noting that due diligence is ongoing with auditors and attorneys reviewing the agreement.

## VI. Staff Reports

### Kathy Bouchard

Kathy Bouchard reported on benefits: Preparing for the new fiscal year, they received a 6.1% increase in medical costs, with ancillary benefits remaining flat. This keeps the benefit rate just under 32%, allowing them to maintain free plans and flat contribution levels for staff.

### Anthony Gagliano

Anthony provided updates on the following:

#### *Special Projects:*

- CSS celebrated the third straight apprentice of the year at PGT, with notable attendees including Senator Rick Scott's aide and PGT executives.
- There is an upcoming lunch and learn focusing on apprenticeship at Manatee Technical College and an open house event on June 14th to showcase various projects.
- Shared a success story of Terrance, a non-custodial parent program participant who overcame personal tragedy to complete his CDL training and secure employment.

#### *Economic Development:*

- This is business development week, Anthony is presenting at City of Sarasota, Newtown CRA about CRA grant entrepreneurial progress.
- CEO platform to success program had 16 graduates, with 57 enrolled in the current class.
- Received funding from Selby Foundation for conference room improvements, aiming to complete upgrades by the State of Talent conference on June 10th.

#### *Workforce Services:*

- Summer Youth program is progressing well with 44 employers and 125 kids participating in the job fair. Florida lottery increased their investment from \$1,000 to \$10,000 this year.

#### *IT Initiatives:*

- Chet and team transitioned the eligible training provider list to a jot form database, improving efficiency.
- Exploring opportunities with Copilot and Microsoft training to enhance SNAP program services.

## VII. Public Comment/Closing Remarks – David Kraft

None

**VIII. Adjournment – David Kraft**

Next Combined Executive and Finance & Performance Committee meeting is scheduled for June 12, 2025

Location: Virtual Teams Meeting

David Kraft adjourned the meeting at 9:08 a.m.

**Respectfully submitted,**

Joshua Matlock

[Joshua Matlock \(May 27, 2025 08:13 EDT\)](#)

Joshua Matlock  
President/CEO