

**CareerSource Suncoast  
Executive Committee  
Meeting Minutes**  
Teams Virtual Meeting  
Thursday October 9, 2025  
8:00 a.m.

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

**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 September 25, 2025, Combined Executive Committee and Board Meeting Minutes

David Kraft requested a motion to approve September 25, 2025, Executive Committee and Board meeting minutes.

**Motion:** Eric Troyer                      **Second:** Lisa Eding  
The motion passed unanimously.

**III. CEO Report – Joshua Matlock**

*Impacts of the Government Shutdown:* FloridaCommerce has confirmed that TANF and SNAP funds are currently inaccessible to local workforce boards during the shutdown. WIOA funds are still accessible.

*State-Level Meetings:* Joshua Matlock will be meeting with several senators and representatives in Tallahassee to discuss local workforce board operations, braided funding strategies, and apprenticeship expansion opportunities.

*Local Apprenticeship Opportunities:* Joshua Matlock and Anthony Gagliano met with Commissioner Tal Saddique at the Manatee County Seaport to discuss developing apprenticeship programs for highly skilled positions. Conversations will continue with the county and CareerSource Suncoast.

#### **IV. Staff Reports**

##### Robin Dawson

*Financial Monitoring Report:* Robin presented the financial monitoring report from Florida Commerce, which reviewed financial operations from July 1st, 2023, to June 30th, 2024. The report had no findings or non-compliance issues but included three observations and technical assistance on three items.

*Annual Audit and IRS Filing:* The annual financial audit with James Moore is nearing completion. Following the audit, James Moore will complete the IRS 990 filing.

##### Kathy Bouchard

Joshua Matlock's annual evaluation is due. The process will be coordinated with the Executive Committee to be completed at the next scheduled Executive Committee meeting.

##### Anthony Gagliano

*Veterans Financial Wellness:* Scheduled for October 15th at 10:00 AM in partnership with Fifth Third Bank. Targeting veterans and their families, open to the public, and offered in hybrid format.

*Hurricane Recovery Grants:* Nearly 10,000 work hours and \$335,000 in wages provided. Fifty-nine (59) individuals employed under Hurricane Ian grant, eighteen trained, and thirty-two currently employed under Hurricane Helene grant. Over \$2.3 million has been invested in recovery over three years.

*National Disability Employment Awareness Month:* October is National Disability Employment Awareness Month. Kim Gonzalez continues to lead the efforts in expanding the Ticket to Work program.

*Community Engagement:* Collaboration with Education Foundation of Sarasota and participation in Vision Council with a focus on summer employment and young adult services.

*Performance Metrics:* CSS anticipates a letter grade of 94.43 for PY 2024-2025. It is an increase from 93.52 in Q3. The official release of letter grades are expected Wednesday October 15<sup>th</sup>.

#### **V. Public Comment/Closing Remarks – David Kraft**

#### **VI. Adjournment – David Kraft**

Next Executive Committee meeting is scheduled for November 13, 2025, combined with full Board of Directors meeting. Location: 3660 N. Washington Blvd., Sarasota

David Kraft adjourned the meeting at 8:43 a.m.

**Respectfully submitted,**

Joshua Matlock

Joshua Matlock (Nov 3, 2025 13:32:37 EST)

Joshua Matlock  
President/CEO