

**CAREERSOURCE SUNCOAST**  
**Combined Executive Committee and Board of Directors Meeting Minutes**  
Virtual TEAMS Meeting and In-person  
3660 N. Washington Blvd., Sarasota, FL 34234  
Thursday, March 12, 2026

**Call to Order**

David Kraft, Chair, called the meeting to order at 8:01 a.m. Roll call was performed, and a quorum was established.

**Board Member Updates – David Kraft**

- Jacki Dezelski-Resignation effective February 25, 2026

**Executive Committee Action Items – David Kraft**

- **Approval of January 8, 2026, Executive Committee Meeting Minutes – David Kraft**  
David Kraft requested a motion to approve the January 8, 2026, Executive Committee meeting minutes.

**Motion: Eric Troyer**

**Second: Jim Bos**

**Motion passed unanimously**

**Board of Directors Action Items**

- **Approval of Consent Agenda– David Kraft**  
David Kraft requested a motion to approve consent agenda items.
  - Approval of January 29, 2026, Board of Directors meeting minutes
  - Approval of Revised Policy #2-21 Purchasing and Procurement.

**Motion: Shaun Polasky**

**Second: Michael Endee**

**Motion passed unanimously**

- **Approval of Audit & Tax Services Contract Negotiations– Jim Bos**

Jim Bos, Committee Chair introduced the action item. Robin Dawson provided an overview of the Audit and Tax Services Proposals and committee recommendation to negotiate with James Moore & Company.

David Kraft requested a motion to approve the Audit and Tax Services contract negotiations with James Moore & Company.

**Motion: Jim Bos**

**Second: Michael Endee**

**Motion passed unanimously**

- **Approval of Transfer of Funds from Dislocated Worker to Adult – Robin Dawson**  
Robin Dawson provided an overview of the Transfer of Funds report. Materials were provided in the agenda packet.

David Kraft requested a motion to approve the Transfer of Funds from Dislocated Worker to Adult.

**Motion: Eric Troyer**

**Second: Shaun Polasky**

**Motion passed unanimously**

- **Approval of Budget Modification #2 for PY 2025-2026**  
Robin Dawson provided an overview of the Budget Modification #2 for PY2025-2026. Materials were provided in the agenda packet.

David Kraft requested a motion to approve the Budget Modification #2 for PY2025-2026.

**Motion: Shaun Polasky**

**Second: Jim Bos**

**Motion passed unanimously**

- **Approval of Revised CareerSource Suncoast Bylaws – Lisa Eding**  
Lisa Eding, Committee Chair, introduced the Bylaws revisions action item. Christina Witt provided an overview of the Bylaw revisions. Copies of the revised bylaws with track changes and no mark-up were provided in the agenda packet.

David Kraft requested a motion to approve the revised CSS Bylaws.

**Motion: Will Cromie**

**Second: Shaun Polasky**

**Motion passed unanimously**

### **Other Business:**

#### Mandatory Annual Refresher Training for Board Members

The CSS Leadership Team provided the Annual Board Refresher Training, to include Sunshine Law & Ethics Training by George Levesque, of the law firm of the GrayRobinson. The training PowerPoint was provided in the meeting materials.

#### Finance and Performance Committee Meeting

Jim Bos provided an overview and introduced the Finance and Performance Committee meeting report from March 5, 2026. Reports were provided in the agenda packet.

#### Finance Reports:

Robin Dawson reviewed the following reports covering the period July 1, 2025 – December 31, 2025, for PY 25-26.

- Budget to Expenditure to Budget report for PY2025-2026 as of December 31, 2025.
- Budget to Expenditure Report by Fundsource
- Non-Federal Funds Revenue & Expenditures as of December 31, 2025.

#### Performance Reports:

Anthony Gagliano reviewed the WIOA Performance Indicators for the second quarter of PY2025-2026. CSS is exceeding performance in thirteen metrics, meeting performance in four metrics, and not meeting in one metric. CareerSource Florida Letter grades were released for the first quarter of PY 2025-2026, CSS is currently at a 91.22% A- grade.

Anthony Gagliano reviewed the FloridaCommerce Preliminary Monitoring Report for PY2025-2026. The review period for the monitoring was January 1, 2025, through December 31, 2025. The preliminary report shows seven findings and fourteen observations of non-compliance issues. This is a significant decrease from previous year. PY 2024-2025 had fourteen findings and twelve observations.

#### **CEO Report: Joshua Matlock**

*Federal Level Update:* Workforce Pell proposed bill is currently out for public comment. Workforce Pell supports short-term programs between 150 and 600 clock hours that lead to recognized, in-demand credentials.

Department of Labor Employment & Training Administration released new guidance for registered apprenticeships focusing on both expansion and accountability. This includes faster approvals, standardized completion metrics, public performance data, and a thirty-day registration timeline.

*State Level Update:* FWDA developed and submitted a proposed modernization of the d of CareerSource Florida proposed ITA policy. Proposed modernizations includes boards counting up to 25% toward the ITA/training expenditure requirement when a participant's tuition is paid by another state/federal grant. This supports case management/support services while meeting the expenditure requirement.

Senate Bill 1758 (Medicaid work requirement) is on track to pass. The bill will impose mandatory work requirements on Medicaid recipients. The work requirements would potentially be tracked by local Boards.

**Staff Reports:**

Robin Dawson, CFAO

CareerSource Capital Region released a Request for Proposal (RFP) for accounting services. CareerSource Suncoast proposed and was awarded the contract. Jessica Grise is staying on with CSS and will be working on the contract award.

CareerSource Suncoast has publicly posted our intent to apply for Direct Services. The application is due to CareerSource Florida on March 23, 2026.

Florida Commerce programmatic monitoring is complete; financial monitoring has not yet begun and is running behind schedule.

Anthony Gagliano, COO

National Apprenticeship Week: CareerSource Suncoast is hosting a regional celebration of National Apprenticeship Week on Thursday, April 30 at the Bradenton Area Convention Center, and coordination with our regional planning areas workforce Board. Adrienne Johnson, President/CEO of Career Force Florida will be a featured speaker.

Job Fair: CSS is hosting a job fair in North Port on May 5, 2026.

Summer Youth Employment Program: Youth applications are full and there is currently waiting list of youth interested in participating. CSS is still accepting applications for employers to be a worksite host. City of Palmetto, Community Redevelopment Area, has approved a grant for the SYEP.

NAWB Annual conference: James Disbro will be presenting at the National Association of Workforce Boards annual conference in Las Vegas this month.

Rural Initiatives Grant: CSS is working on a partnership with Avenue941 to provide services to eligible youth and their parents living in Myakka City for tutoring and English Language Learning classes.

**Public Comments:** None

**Next Meeting:**

Next Executive Committee Meeting - May 13, 2026

Location: Virtual Teams and Call-in Meeting Only

Next Board of Directors Meeting is May 28, 2026

Location: 3660 N. Washington Blvd, Sarasota, FL

**Full Board Meeting Adjournment:** The meeting was adjourned at 9:55 a.m.

Respectfully submitted,

*Joshua Matlock*  
Joshua Matlock (May 4, 2026 15:32:56 EDT)

Josh Matlock  
 President, CEO

**CAREERSOURCE SUNCOAST - BOARD MEETING ATTENDANCE**

Absent Present	Board Member
P	Jim Bos, MJB Group
A	Ashley Brown, Women's Resource Center
P	Will Cromie, Synovus Bank
A	Nick Choat, Sport Clips Haircuts
P*	Kathy Dwyer, Galen College of Nursing
P*	Lisa Eding, Teak Decking Systems
P	Michael Endee, Sarasota County School – Suncoast Technical College
P*	Geoffry Gilot, Boys & Girls Clubs
P	Paul Gansemer, Manatee Technical College
P*	Sherod Haliburton, Credit Union1
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
A	Anne LeBaron, Take Stock in Children Manatee
P	Shaun Polasky, Helios Technologies
A	Patrica Rand, State College of Florida
P*	Ericka Randall, Vocational Rehabilitation
A	Jane Roseboro, Centerstone Florida
P*	Sarah Tar, PNC Bank
P	Eric Troyer, Kerkering Barberio & Company
A	Mark Viggiano, Local 123 Plumbers, and Pipefitters Union
P*	Craig Warzecha, Bradenton Marauders/Pittsburgh Pirates
A	Ken Waters, Sarasota Housing Authority
	Staff Present: Josh Matlock, Robin Dawson, Anthony Gagliano, Christina Witt, Kathy Bouchard, Lori Sardinas*, Michelle Snyder*, James Disbro, Jessica Grise*, Karima Habity*, Nicolas Quinn*, Chet Filanowski*, Shanard Letang, Curt Preisser*
P*	Commissioner Tal Siddique - Manatee County
P*	Commissioner Teresa Mast – Sarasota County

24 Board Members – 17 present, 7 absent  
 \*Virtual