



Board of Directors Meeting

Thursday, May 28, 2026 - 8:00 a.m. to 9:30 a.m.

Location: 3660 N. Washington Blvd, Sarasota, FL

This is an in-person meeting with virtual or call-in capabilities

[Join the Microsoft Teams Meeting](#)

Phone 1-786-600-3104

Conference ID: 504 377 410#

AGENDA

Call to Order / Introductions – David Kraft, Chair

Board Member Updates – David Kraft

- Resignations
 - Paul Gansemer – Effective May 12, 2026
 - Jane Roseboro – Effective March 15, 2026
- New Board Members
 - Kim Dalglish- Vice President of Membership, Manatee Chamber of Commerce
 - Justin Bellante- CEO/Co-Founder, Titan Placement Group

Action Items – David Kraft

- Consent Agenda – David Kraft
 - Approval of March 12, 2026, Combined Executive Committee and Board of Directors Meeting Minutes
 - Approval of Schedule of Operations for PY2026-2027
 - Approval of Budget Modification #2 Correction
 - Approval of PY2026-2027 Newtown Community Redevelopment Agency Advisory Board Mini-grant Program.
- Approval of Slate of Officers 2026-2028 – Christina Witt
- Approval of Related Party Agreements – Christina Witt

CEO Report – Joshua Matlock

Finance Reports

- Budget to Expenditure Reports as of March 31, 2026 – Robin Dawson

Performance Reports

- Performance Reports as of March 31, 2026 – Anthony Gagliano

Staff Reports

- Robin Dawson
- Kathy Bouchard
- Anthony Gagliano



Public Comments/Closing Remarks – David Kraft

Next Board of Directors Meeting is June 25, 2026 – David Kraft

Location: 3660 N. Washington Blvd, Sarasota, FL

Adjournment – David Kraft



ACTION ITEMS



Consent
Agenda

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, MBJ 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



PY 2026-2027 Schedule of Operations by Location

Locations:

Palmetto Career Center

600 8th Ave. West, Suite 100
 Palmetto, FL 34221
 Phone: (941) 358-4200
 Fax: (941) 315-2675

Hours of Operation

Monday – Thursday
 8:30 a.m. - 5:00 p.m.

Sarasota Career Center

3660 North Washington Boulevard
 Sarasota, FL 34234
 Phone: (941) 358-4200
 Fax: (941) 315-2675

Hours of Operation

Monday - Friday
 8:30 a.m. - 5:00 p.m.

Career Center Holiday Closure Schedule July 1, 2026 – June 30, 2027

<u>Date</u>	<u>Day of Week</u>	<u>Holiday</u>
July 3	Friday	Independence Day (Observed)
September 7	Monday	Labor Day
November 11	Wednesday	Veteran's Day
November 26	Thursday	Thanksgiving Day
November 27	Friday	Day After Thanksgiving
December 24	Thursday	Christmas Eve
December 25	Friday	Christmas Day
January 1	Friday	New Year's Day
January 18	Monday	Martin Luther King, Jr Day
February 15	Monday	President's Day
May 31	Monday	Memorial Day
June 18	Friday	Juneteenth (Observed)

Career Center Closure - Staff Development Training for July 1, 2026 – June 30, 2027:

August 28, 2026 and December 18, 2026.

Governors Discretionary Holidays

All additional holiday and State office closures authorized by the Governor.

CareerSource Suncoast
Budget Mod #2 - Correction
Program Year 2025-2026

	Mod #1 Funding Budgeted PY 25-26	Increase or (Decrease)	Mod #2 Funding Budgeted PY 25-26	Notes
Funding Available Less Reserves	\$8,621,316	\$50,000	\$8,671,316	For details of increase see Summary of Funds Available Mod #2 worksheet
Personnel Costs:				
Salaries & Fringe Benefits	\$4,510,508	\$2,350	\$4,512,858	Indirect for Opioid & transfer to ER & Client Svcs
Staff Training & Education	38,919		38,919	This line item was keyed incorrectly on Mod #2 - submitted as \$28,919 sh/been \$38,919
Total Personnel Costs	\$4,549,427	\$2,350	\$4,551,777	
Facility Costs	\$512,000	\$0	\$512,000	
Office Furniture & Equipment	\$35,947	\$0	\$35,947	
Operating Costs-Career Ctrs & Adm:				
Accounting & Audit	\$87,032	\$0	\$87,032	
Consultants & Legal	53,500		53,500	
General Insurance	58,836		58,836	
Office Supplies & Expense	31,609		31,609	
Travel & Meetings	73,000		73,000	
Total Operating Costs	\$303,977	\$0	\$303,977	
Program Services:				
Client Training & Support	\$3,043,759	\$44,650	\$3,088,409	Increase to client trng & support for opioid grant
Employer & Client Services	41,800	3,000	44,800	Transfer fr Salaries/FB
Outreach	134,406		134,406	
Total Program Services	\$3,219,965	\$47,650	\$3,267,615	
Totals	\$8,621,316	\$50,000	\$8,671,316	
	\$8,611,316		\$8,661,316	original Mod #2 numbers - incorrect totals

**CareerSource Suncoast
NCRAAB Non-Profit Matching Grant
Board of Directors Approval Summary
May 28, 2025**

SUMMARY:

The Newtown Community Redevelopment Agency Advisory Board (NCRAAB) Non-Profit Matching Grant Program serves to provide assistance to organizations and agencies whose projects directly serve the citizens of the Newtown Community Redevelopment Agency (NCRA) district and support the strategies that improve the quality of life as identified in the NCRA Redevelopment Plan. The program is intended to provide an opportunity for organizations to make unsolicited requests for NCRAAB funding and does not include those projects or initiatives directly implemented by the NCRAAB.

Redevelopment is the undertaking of activities in a community redevelopment district for the elimination and prevention of slum and blighted conditions. The NCRAAB recognizes that community redevelopment has many facets and that all aspects cannot, and should not, be undertaken solely by one agency. It should be a collaboration of many agencies working together in the implementation of the NCRA Plan.

The mini grant will be used to fund the Community Entrepreneur Opportunity (CEO) program. The CEO program is a free 10-week long series of classes educating individuals on the essentials of starting and running a small business.

REQUESTED ACTION:

A motion to approve the attached resolution that allows CSS to apply for the The Newtown Community Redevelopment Agency Advisory Board (NCRAAB) Non-Profit Matching Grant Program beginning October 1, 2026.

Respectfully submitted,

Christina Witt
Senior Director of Economic Development

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 Board of Directors of Suncoast Workforce Board, Inc. dba, CareerSource Suncoast has determined that it is in the best interest of the corporation to apply for The Newtown Community Redevelopment Agency Advisory Board Non-Profit Matching 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 Newtown Community Redevelopment Agency Advisory Board .

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 Board of Directors 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 The Newtown Community Redevelopment Agency Advisory Board Non-Profit Matching Grant Program 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 Board of Directors of said corporation at a meeting held on the 28th day of May, 2026.

Signature of Board Chairman
Typed Name: **David Kraft, Chairman of the Board**
Date: _____



ACTION ITEMS

CAREERSOURCE SUNCOAST
Approval of Slate of Officers
Board of Directors Action Item Request
May 28, 2026

Background Information:

The CareerSource Suncoast bylaws outline the process in which Board officers are nominated, appointed, and installed.

Section 5.3 – *Officer Nominating Committee* states: The Nominating Committee shall be appointed by the Chair, in consultation with the President/CEO. The Nominating Committee shall accept recommendations from the Board in assembling a slate of officers. The Nominating Committee will recommend to the full Board a slate of officers to serve on the Executive Committee. At the discretion of the Executive Committee, an At-Large Member may also be proposed to serve as an Officer.

Section 5.4 - *Elections* states: The Chair, Chair-Elect and Treasurer of the Executive Committee shall provide the confirmed slate to be confirmed annually by the Board, at which the recommended and confirmed officers will be installed effective in September.

Summary Nominations:

The Ad-hoc Nominating Committee met on April, 1 2026. Ad-hoc Nominating Committee members included: Ashley Brown - Chair, Allison Imre, Eric Troyer. The committee discussed the slate of officers and unanimously agreed to present the following nominations to the Board of Directors for approval.

- Program Year's 2026 - 2028 slate of officers to be installed at during September 2026 Board of Directors Meeting for a two-year term.
 - Chair – Shaun Polasky, Helios Technology
 - Chair Elect – Sarah Tar, PNC Bank
 - Treasurer – Lorri Kidder, Carr, Riggs & Ingram

Nominations can be taken from the floor. If there are no nominations from the floor, a motion to approve the Nominating Committee's recommended Slate of Officers for a two-year term for PY's 2026-2028 shall follow.

Requested Action:

A motion for the Board of Directors to approve the slate of officers for a two-year term for PY's 2026-2028 installed at the September 2026 Board of Directors Meeting.

- Chair – Shaun Polasky, Helios Technology
- Chair Elect – Sarah Tar, PNC Bank
- Treasurer – Lorri Kidder, Carr, Riggs & Ingram

Respectfully submitted,

Ashley Brown
Officer Nominating Committee Chair

CAREERSOURCE SUNCOAST
Related Party Agreements
Board of Directors Summary Report
May 28, 2026

Background Information:

CareerSource Suncoast and FloridaCommerce grantee-sub-grantee agreement provides clear guidance and rules in regard to related party contracts. These rules ensure transparency and accountability, prevent impropriety or the appearance of impropriety in public business, and limit the possibility of the improper expenditure of state or federal funds. "Related Party" includes any: Board member; Board employee or staff; relative of any Board member, employee, or staff; any organization represented by or employing a Board member, employee or staff; any organization, the board of directors of which a Board member or employee or staff holds a board position; or any vendor with which a Board member has a relationship.

Any member of the Board of Directors must abstain from discussion and voting if they meet the definition outlined above.

Conflict of Interest Requiring Approval:

- Galen College of Nursing- Kathy Dwyer
- Suncoast Technical College/ Sarasota County School Board – Michael Endee
- State College of Florida – Patricia Rand
- Tampa Bay Pipe Trades – Mark Viggiano
- Community Coalition on Homelessness, dba, Turning Points - David Kraft
- Sun Hydraulics – Shaun Polasky
- TeakDecking Systems- Lisa Eding
- Grapevine Communications – Allison Imre
- Manatee Chamber Foundation – Kim Daghish and Joshua Matlock
- Bradenton Area EDC – Joshua Matlock and Craig Warzecha

Related Party Agreements/Amounts:

The following presented for approval are for training provider agreements. The training provider agreements allow CSS to pay for eligible CSS clients to receive funding for occupational skills training approved on our Local Eligible Training Provider List.

- Galen College of Nursing Training Provider Agreements (2-Year) with maximum expenditures of \$175,000 for PY 2026-2027 and \$175,000 for PY2027-2028.
- Suncoast Technical College - Training Provider Agreements (2-Year) with maximum expenditures of \$175,000 for PY 2026-2027 and \$175,000 for PY2027-2028.
- State College of Florida - Training Provider Agreements (2-Year) with maximum expenditures of \$175,000 for PY 2026-2027 and \$175,000 for PY2027-2028
- Tampa Bay Pipe Trades, JATC - Training Provider Agreements (2-Year) with maximum expenditures of \$175,000 for PY 2026-2027 and \$175,000 for PY2027-2028.

CAREERSOURCE SUNCOAST
Related Party Agreements
Board of Directors Summary Report
May 28, 2026

The following presented for approval are for employer work-based training provider agreements. The training provider agreements allow CSS to reimburse employers for providing eligible clients work-based training opportunities to gain or retain employment.

- Community Coalition on Homelessness, dba, Turning Points - On-the-job training/Customized Training work-based training agreements with maximum expenditures of \$30,000 for PY 2026-2027.
- Sun Hydraulics - On-the-job training/Customized Training work-based training agreements with maximum expenditures of \$30,000 for PY 2026-2027.
- TeakDecking Systems - On-the-job Training/Customized Training worked-based training agreements with maximum expenditures of \$30,000 for PY 2026-2027.
- Grapevine Communications - On-the-job training/Customized Training work-based agreements with maximum expenditures of \$30,000 for PY 2026-2027.

The following approvals are for outreach and workforce services provided to assist with recruitment, retention, and enhancement of the current workforce to benefit the employers CareerSource Suncoast serves in Manatee County.

- Manatee Chamber Foundation – Outreach and workforce services agreements for \$20,000 for PY 2026-2027
- Bradenton Area EDC - Outreach and workforce services agreements for \$20,000 for PY 2026-2027

Requested Action:

A motion for the Board of Directors to approve the Galen College of Nursing Related Party Training Provider Agreements (2-Year) with maximum expenditures of \$175,000 for PY 2026-2027 and \$175,000 for PY2027-2028.

A motion for the Board of Directors to approve the Suncoast Technical College Related Party Training Provider Agreements (2-Year) with maximum expenditures of \$175,000 for PY 2026-2027 and \$175,000 for PY2027-2028.

A motion for the Board of Directors to approve the State College of Florida Related Party Training Provider Agreements (2-Year) with maximum expenditures of \$175,000 for PY 2026-2027 and \$175,000 for PY2027-2028.

A motion for the Board of Directors to approve the Tampa Bay Pipe Trades/JATC Related Party Training Provider Agreements (2-Year) with maximum expenditures of \$175,000 for PY 2026-2027 and \$175,000 for PY2027-2028.

CAREERSOURCE SUNCOAST
Related Party Agreements
Board of Directors Summary Report
May 28, 2026

A motion for the Board of Directors to approve the Community Coalition on Homelessness, dba, Turning Points Related Party On-the-job Training/Customized Training worked-based training agreements with maximum expenditures of \$30,000 for PY 2026-2027.

A motion for the Board of Directors to approve the Sun Hydraulics Related Party On-the-job Training/Customized Training Work-based training agreements with maximum expenditures of \$30,000 for PY 2026-2027.

A motion for the Board of Directors to approve the TeakDecking Systems Related Party On-the-job Training/Customized Training worked-based training agreements with maximum expenditures of \$30,000 for PY 2026-2027.

A motion for the Board of Directors to approve the Grapevine Communications Related Party On-the-job Training/Customized Training worked-based training agreements with maximum expenditures of \$30,000 for PY 2026-2027.

A motion for the Board of Directors to approve the Manatee Chamber Foundation Related Party agreement for outreach and workforce services for \$20,000 for PY2026-2027.

A motion for the Board of Directors to approve the Bradenton Area EDC Related Party agreement for outreach and workforce services for \$20,000 for PY2026-2027.

Respectfully submitted,

Christina Witt
Senior Director of Economic Development



CEO REPORT

Joshua Matlock



FINANCE REPORTS

CareerSource Suncoast
Expenditure To Budget Report - Summary
Program Year July 1, 2025 thru June 30, 2026
As Of 3/31/2026 (with accruals)

	PY TOTAL BUDGET MOD #2	RESTRICTED EXPENSES YTD	BUDGET BALANCE	% OF BUDGET EXPENDED	NOTES
PERSONNEL COSTS					
SALARIESFRINGE BENEFITS	\$4,512,858	\$3,128,723	\$1,384,135	69%	
STAFF TRAINING & EDU	\$38,919	\$37,608	\$1,311	97%	
TOTAL PERSONNEL COSTS	\$4,551,777	\$3,166,331	\$1,385,446	70%	
FACILITY COSTS	\$512,000	\$336,970	\$175,030	66%	
EQUIP & FURNITURE	\$35,947	\$24,420	\$11,527	68%	Obligations \$11,075
OPERATING COSTS:					
ACCOUNTING/AUDIT	\$87,032	\$60,001	\$27,031	69%	
CONSULTANTS/LEGAL	\$53,500	\$35,505	\$17,995	66%	OSO Contract Oblig \$11,667
GENERAL INSURANCE	\$58,836	\$51,005	\$7,831	87%	Policies begin July 1
OFFICE SUPP & EXP	\$31,609	\$17,775	\$13,834	56%	
TRAVEL & MEETINGS	\$73,000	\$60,816	\$12,184	83%	
TOTAL OPERATING COSTS	\$303,977	\$225,103	\$78,874	74%	
PROGRAM SERVICES:					
CLIENT TRAINING/SUPPORT	\$3,088,409	\$1,689,757	\$1,398,652	55%	Oblig \$380,316, / actual exp & oblig 67%
EMPLOYER & CLIENT SERVICES	\$44,800	\$42,308	\$2,492	94%	
OUTREACH	\$134,406	\$58,384	\$76,022	43%	EDCs & LCAN Oblig \$46,667
TOTAL PROGRAM SERVICES	\$3,267,615	\$1,790,450	\$1,477,165	55%	
TOTALS	\$8,671,316	\$5,543,274	\$3,128,042	64%	Rates below as of 3/2026: Overall Admin 8.91% - Max 10% Fiscal Year: ITA 48.58%. Min Req 40% LTD: Paid Internships Exp: PY24 34.07% - PY25 37.69%, Min Req 20% Yth Out of Sch Exp: PY24 97.75% - PY25 100.00% Min Req 50%.

Expected burn rate as of 3/31/26 75%

Actual burn rate as of 3/31/26 64%



Budget to Expenditure Report
By Fundsource
PY25-26
7/01/2025-3/31/2026

Revenue:	Annual Budget Mod #2	NEG																		Sector Strat	Network Nav	State Rural Init	Vet
		TANF	WIOA AD/Dis Wrk	WIOA Youth	WIOA Rap Resp	WIOA Hope FL PW	SBTI	NEG Opioid Foster Rec	NEG Hurricane IAN	WP	SNAP	RESEA	NCEP	Rap Cred	Helene/Milton								
Carry Forward Funds from PY 24-25	\$2,994,973	\$100,056	\$372,086	\$242,487	\$0	\$0	\$0	\$166,069	\$241,000	\$161,595	\$0	\$0	\$101,062	\$0	\$1,504,670	\$0	\$0	\$0	\$105,948				
Allocation Awards PY 25-26	\$6,166,132	\$1,089,534	\$1,875,199	\$719,270	\$90,000	\$8,694	\$8,122	\$50,000	\$0	\$612,020	\$80,617	\$194,793	\$940,609	\$38,703	\$0	\$145,000	\$163,571	\$150,000	\$0				
Total Available Funding	\$9,161,105	\$1,189,590	\$2,247,285	\$961,757	\$90,000	\$8,694	\$8,122	\$216,069	\$241,000	\$773,615	\$80,617	\$194,793	\$1,041,671	\$38,703	\$1,504,670	\$145,000	\$163,571	\$150,000	\$105,948				
LESS: Planned Carry Fwd (Reserve) PY 26-27	(\$489,789)	\$0	(\$158,880)	(\$156,000)	\$0	\$0	\$0	(\$25,708)	\$0	(\$40,000)	(\$15,750)	(\$31,042)	\$0	\$0	(\$62,409)	\$0	\$0	\$0	\$0				
Total Revenue Budgeted PY 25-26	\$8,671,316	\$1,189,590	\$2,088,405	\$805,757	\$90,000	\$8,694	\$8,122	\$190,361	\$241,000	\$733,615	\$64,867	\$163,751	\$1,041,671	\$38,703	\$1,442,261	\$145,000	\$163,571	\$150,000	\$105,948				
Budgeted Mod #2 Expenditures:		Expenditures To Date:																		Total Expenditures	% of Budget		
Salaries & Benefits	\$4,512,858	\$711,275	\$932,706	\$402,282	\$52,002	\$8,481	\$209	\$34,759	\$61,226	\$179,725	\$45,955	\$140,699	\$241,472	\$2,978	\$126,168	\$18,428	\$116,525	\$374	\$53,460	\$3,128,723	69.3%		
Staff Training & Education	\$38,919	\$12,145	\$12,752	\$5,026	\$125	\$0	\$0	\$209	\$284	\$2,876	\$157	\$561	\$2,540	\$5	\$247	\$3	\$18	\$0	\$660	\$37,608	96.6%		
Facility Costs	\$512,000	\$47,537	\$39,741	-\$13,350	\$94	\$59	\$10	\$170	\$6,672	\$209,428	\$1,134	\$11,448	\$20,805	\$92	\$3,356	\$29	\$174	\$3	\$9,569	\$336,970	65.8%		
Furniture & Equipment	\$35,947	\$1,011	\$1,350	\$577	\$9	\$0	\$0	\$18	\$0	\$20,259	\$39	\$196	\$440	\$0	\$201	\$13	\$21	\$3	\$282	\$24,420	67.9%		
Operating Costs	\$303,977	\$42,103	\$63,145	\$22,268	\$1,299	\$154	\$71	\$2,197	\$5,117	\$40,211	\$2,794	\$6,377	\$15,361	\$807	\$11,523	\$512	\$2,163	\$69	\$8,932	\$225,103	74.1%		
Program Services	\$3,267,615	\$12,603	\$393,382	\$220,987	\$0	\$0	\$6,995	\$69,631	\$167,696	\$34,828	\$0	\$1,209	\$126,310	\$33,295	\$643,154	\$59,871	\$0	\$18,400	\$2,090	\$1,790,450	54.8%		
Total Expenditures	\$8,671,316	\$826,675	\$1,443,077	\$637,790	\$53,528	\$8,694	\$7,286	\$106,983	\$240,996	\$487,327	\$50,079	\$160,490	\$406,928	\$37,176	\$784,649	\$78,855	\$118,901	\$18,848	\$74,994	\$5,543,274	63.9%		
Remaining Available Funds		x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x				
% of Funds Expended by Grant		\$362,915	\$645,328	\$167,967	\$36,472	\$0	\$836	\$83,379	\$4	\$246,288	\$14,788	\$3,261	\$634,743	\$1,527	\$657,612	\$66,145	\$44,670	\$131,152	\$30,954	\$3,128,042			
Expiration Dates		69.5%	69.1%	79.2%	59.5%	100.0%	89.7%	56.2%	100.0%	66.4%	77.2%	98.0%	39.1%	96.1%	54.4%	54.4%	72.7%	12.6%	70.8%	63.9%			
		8/31/2026	6/30/2027	6/30/2027	6/30/2026	8/31/2025	9/30/2025	12/31/2026	9/30/2025	9/30/2026	9/30/2026	9/30/2026	8/31/2026	10/31/2025	9/30/2026	6/30/2026	6/30/2026	6/30/2026	9/30/2026				

CareerSource Suncoast
Non-Federal Funds Cash Bal & Exp Summary
From 7/1/2025 Through 3/31/2026

Account Code	Account Title	Debit Balance	Credit Balance
10001	Operating Account	\$501,317	
10002	Money Market	\$19,121	
10003	Edward Jones - Savings	\$874	
10004	ComData - Reloadable Card	\$1,445	
10006	CD	\$415,000	
Total Cash & CDs		\$937,757	
16008	One Stop Housing	\$156,562	
40801	Rev - Other Revenue		\$197,481
50001	Accounting & Audit	\$11,091	
50005	Client Support Svcs	\$5,056	
50015	IT Maint & Communication	\$2,702	
50016	Travel & Meetings	\$5,323	
50017	Staff Training	\$6,633	
50020	Office Expense	\$5,319	
50022	Outreach & PR	\$3,825	
50025	Rent - Office & Bldg Exp	\$6,849	
50026	Staff Salaries	\$37,032	
50027	Equip & Furn under \$5k/Unit	\$5,291	
50033	401k Employer Contributions	\$1,763	
50034	Payroll Tax	\$2,834	
50035	Employee Benefits	\$4,985	
50052	Client & Employer Services	\$13,435	
50057	Client Support - reloadable	\$383	
Total Expenses		\$112,520	



PERFORMANCE REPORT

Local Board Performance
 CareerSource Suncoast
 Program Year 2025, Quarter 2

Letter grades are assigned to local workforce development boards on an annual basis once the program year has ended and all program year data is finalized. The information displayed on this page is preliminary until all program data is complete and deemed final for the program year.

CareerSource Florida, in collaboration with the REACH Office and the Florida Department of Commerce, updates this website on a quarterly basis as the data is made available.

Metrics Data

The table below shows the preliminary data on a rolling four-quarter basis. Visit the [Methodology](#) page of this website for more information on each metric including numerator and denominator definitions. Visit the [Resources](#) page to view or download methodology desk reference documents, a metric cohort timeline spreadsheet and lists of the Employ Florida service codes included in the metrics.

Data as of: 12/31/2025

Metric	Metric Category	Weight	Numerator	Denominator	Rate (%)	YOY Rate Difference	Target (%)	Target Met (%)	Weighted Performance (%)
1. Participants with Increased Earnings	Employment and Training Services, Self-Sufficiency	0.25	546	1,288	42.39	-	50.00	84.78	21.1950
2. Reduction in Public Assistance	Employment and Training Services, Self-Sufficiency	0.25	532	1,134	46.91	-	50.00	93.82	23.4550
3. Employment and Training Outcomes	Employment and Training Services	0.20	17	18	94.44	-	100.00	94.44	18.8880
4. Participants in Work-Related Training	Training Services	0.10	553	2,261	24.46	-	25.00	97.84	9.7840
5. Continued Repeat Business	Business Services	0.05	2,315	4,056	57.08	-	35.00	100.00	5.0000
6. Year-Over-Year Business Penetration ¹	Business Services	0.05	-	-	-	24.13	100.00	100.00	5.0000
PY 2024-2025 Business Penetration		-	2,469	14,400	17.15	-	-	-	-
PY 2025-2026 Business Penetration		-	6,037	14,624	41.28	-	-	-	-
7. Completion-to-Funding Ratio	Employment and Training Services	0.05	2.02	3.09	65.37	-	100.00	65.37	3.2700
Exiters: Local Board (N) / Statewide (D)		-	1,459	72,394	2.02	-	-	-	-
Budget: Local Board (N) / Statewide (D)		-	\$4,007,823	\$129,718,302	3.09	-	-	-	-
8. Serving Individuals on Public Assistance ²	Employment and Training Services, Self-Sufficiency	0.05	1,366	2,504	54.55	-	-	-	4
TOTAL									90.59



STAFF REPORTS

- Robin Dawson, VP/CFAO
- Kathy Bouchard, VP/CTO
- Anthony Gagliano, VP/COO