Commission Coordinating Council
Meeting Agenda
Monday, November 16, 2026
9:00 a.m.
Join Microsoft Teams Meeting
Call-In Option: +1 786-600-3104
Phone Conference ID: 500 424 990#

I. Call to order – Christina Witt, Vice President, Workforce Integration

II. Motion to approve the following Board Member Appointments – Christina Witt

- Dan Sidler – Sarasota Chamber of Commerce, Vice President, CareerEdge & Economic Development representing an economic and community development entity.
  - Appointment Term 11/16/2026 – 11/15/2030

III. Motion to Approve the WIOA Regional and Local Plan Two-Year Modification –Christina Witt

IV. Information Item- President/CEO Performance Evaluation

V. Board Member Resignation– Christina Witt
- Heather Kasten – Effective September 30, 2026
- Sherod Haliburton - Effective September 30, 2026

VI. Board Vacancies – Christina Witt
- Representative of Business Sector (Two Openings)
- Representative of a Labor organization in the local area/ Joint labor-management organization.

VII. Public Comment

VIII. Next Meeting Scheduled: TBD

IX. Meeting Adjournment

*Members shall disclose any voting conflict as required under Florida Statute 112.2143 and abstain from discussion or voting on any business that would inure to his or her special private gain or loss.

CareerSource Suncoast is an equal opportunity employer/program. Auxiliary aids and services are available upon request to individuals with disabilities. All voice telephone numbers on this website may be reached by persons using TTY/TDD equipment via the Florida Relay Service at 711. U.S. military veterans receive priority of service at each CareerSource Suncoast career center.

CAREERSOURCE SUNCOAST
Local Plan Two- Year Modification
Commission Coordinating Council Summary Report
November 16, 2026

Background Information:
WIOA requires each local workforce development board (LWDB) to develop and deliver tothe state a comprehensive four-year plan.Regulations require states and LWDBs to regularly revisit and recalibrate state plan strategies in response to changing economic conditions and workforce needs of the state (20 CFR, Unified and Combined Plans Under Title Iof the Workforce Innovation and Opportunity Act, §676.135). On July 23, 2026 FloridaCommerce & CareerSource Florida released the "Streamlined Instructions for WIOA Two-Year Modification: Workforce Services Plan Guidelines" with two-options for submission: A Local Plan with Regional Plan Addendum (Due October 6, 2026) or the CareerSource Florida's preferred submission method, Regional Plan with Local Plan addendum (Due January 19, 2027).

Summary of Local Plan Changes:
The Two-Year Modification updates CareerSource Suncoast's 2024–2028 WIOA Local Plan for the January 1, 2027–December 31, 2028 period. The revised plan follows the streamlined guidance issued by FloridaCommerce and CareerSource Florida on July 23, 2026.

Significant updates include the addition of the Tampa Bay Regional Planning Area sections, developed in coordination with CareerSource Tampa Bay, CareerSource Polk, and CareerSource Pasco Hernando. The regional plan establishes shared strategies for coordinated service delivery, customer referrals, supportive services, administrative efficiencies, performance improvement, apprenticeship and work-based learning, credential alignment, and coordinated business services.

The modification was developed to be in alignment with the Florida WIOA Combined State Plan Two-year modification and the five pillars of the America's Talent Strategy, focusing on: Industry-Driven Strategies, Worker Mobility, Integrated Systems, Accountability, Flexibility and Innovation

The Local Plan Two-Year Modification was publicly posted for comment on the Public Notices - CareerSource Suncoast, October 12, 2026 – October 26, 2026. No public comments were received. The notification was sent to the CLEOs, Board of Directors, partner networks and local EDCs for an opportunity to provide comment.

Requested Action:
A motion that the Commission Coordinating Council to approve the CareerSource Suncoast Local Plan Two-Year modification for the January 1, 2027–December 31, 2028 period.

Respectfully submitted,

Christina Witt
Vice President, Workforce Integration



INFORMATION ITEM - President/CEO Performance Evaluation

CAREERSOURCE SUNCOAST
President/CEO Performance Evaluation -
President/CEO Compensation
Commission Coordinating Council Information Item Summary
November 16, 2026

Background Information: The Executive Committee of the CareerSource Suncoast Board of Directors reviews the performance of the President/CEO on an annual basis and recommends the President/CEO's compensation to the full Board of Directors. For Program Year 2025-2026, the President/CEO performance evaluation was completed the Executive Committee during the period of performance. The Executive Committee met on November 5, 2026 to review the results and determine the recommended salary increase and performance bonus. The Executive Committee's presented their recommendation to the Board of Directors on November, 12 2026. Below is a summary of the Performance Evaluation results and the Approved Executive Compensation.

Summary of Executive Compensation Review:

Joshua Matlock's Performance Evaluation

The PY 2025-2026 President/CEO performance evaluation reviewed five areas using a 1–4 rating scale. Based on the ratings of five raters, Joshua Matlock, President/CEO, received an overall rating of 3.44, which falls within the Exceeds Expectations range (2.50–3.49). Average ratings by area were:

Raters		Strategic Development	Board Relations	Serves as a Change agent	Risk-Taking and Problem Solving	Community Leadership	Overall
1		3	2	3	3	3	**2.8**
2		3	3	3	3	4	**3.2**
3		4	4	4	3	4	**3.8**
4		4	3	4	4	4	**3.8**
5		3	4	4	3	4	**3.6**
Average		**3.40**	**3.20**	**3.60**	**3.20**	**3.80**	**3.44**

Performance Bonus

Under the CSS Executive Performance/Bonus Rubric, the annual performance incentive is a percentage of base salary tied to the CareerSource Florida letter grade. The CSS PY 2025-2026 letter grade of 89.75% (B+) corresponds to a 3% bonus. Based on the current base salary of $163,228, a 3% bonus equals $4,897. Below is the Executive Bonus Rubric:

LETTER GRADE	BONUS %
A+: ≥ 97	**6**
A : 93 to < 97	**5**
A-: 90 to < 93	**4**
B+: 87 to < 90	**3**
B : 83 to < 87	**2**
B-: 80 to < 83	**1**
C OR BELOW	**0**

CAREERSOURCE SUNCOAST
President/CEO Performance Evaluation -
Executive Compensation Approval
Commission Coordinating Council Information Item Summary
November 16, 2026

Compensation Approval

On November 5, 2026 the Executive Committee Approved a recommendation to the Board of Directors to approve Joshua Matlock, President/CEO compensation as recommended by the Executive Committee: a 5% base salary increase for an annual base salary of $171,389.40, effective pay period beginning November 23, 2026, and a 3% performance bonus totaling $4,897, consistent with the CSS PY 2025-2026 CareerSource Florida letter grade of 89.75% (B+) and the CSS Executive Performance/Bonus Rubric.

CEO Evaluation Summary Py 2025-2026

Raters		Strategic Development	Board Relations	Serves as a Change agent	Risk-Taking and Problem Solving	Community Leadership	Overall
1		3	2	3	3	3	2.8
2		3	3	3	3	4	3.2
3		4	4	4	3	4	3.8
4		4	3	4	4	4	3.8
5		3	4	4	3	4	3.6
Average		3.40	3.20	3.60	3.20	3.80	3.44

Rater Comments:

Rater	Strategic development:
1	I appreciate Josh's focus on connecting CareerSource Suncoast's strategic direction to the needs of employers and the communities we serve. His emphasis on expanding apprenticeships, increasing access to training, and developing customized employer solutions reflects a practical approach to workforce development. These priorities address meaningful business needs while creating opportunities for individuals. His efforts to diversify funding also demonstrate an understanding of what is needed to sustain that work. This combination of strategic alignment and forward thinking supports my rating of Exceeds Expectations.
2	Josh has done a nice job in this area - having a 2 year review is important
3	Josh consistently provides detailed information TO the board and actively engages the board for strategic direction. He constantly monitors Federal, State and Local trends through direct communication with stakeholders at all of those levels. All of this feeds strong strategic development and alignment.
4	While the nature of the Organization tends to limit creativity and out of the box thinking, Josh excels as a visionary leader. His work with moving the strategic plan to every other year was relevant and thoughtful.
5	The Board regularly meets to develop strategy for direction and goals of CSSC. Josh has developed a great team of professionals who not only care about providing services to our community but have developed systems to create efficiency for the CSSC team to deliver services effectively.

Board Relations

1	Josh maintains consistent communication with the Board and provides regular opportunities to stay informed about organizational priorities, developments, and challenges. I value his engagement with Board leadership and the availability of training and educational opportunities that support our governance responsibilities. These practices meet my expectations for a strong working relationship between the CEO and Board. Continuing to connect updates to measurable progress, emerging risks, and specific decisions requiring Board input would further strengthen his effectiveness in this area.
2	He is always looking for new ways to help individuals and business.
3	Some overlap with the last point - so I'll point to those remarks as well. Additionally, Josh maintains very strong training to educate board members on their duties and responsibilities,as well as the issues and topics necessary to ensure aligned and informed leadership. Josh's attention to policy details and alignment with the CSS mission are second to none.
4	His reports are insightful and appreciated.
5	Josh keeps the Board updated and informed on current issues developing in State / Federal agencies which assist us in understanding the environment we must navigate to operate as an effective Board.

Change Agent

1	I value Josh’s willingness to explore new approaches that improve how CareerSource Suncoast operates and serves its stakeholders. The development of AI tools to support staff and improve efficiency is a practical example of that mindset. Providing financial services to another workforce board, while exploring additional shared services, also demonstrates initiative beyond the organization’s day-to-day responsibilities. His willingness to pursue innovation and share those approaches with others supports my rating of Exceeds Expectations.
2	With all of Josh's involvement in local and state organizations, he is constantly looking for opportunities to improve the organization and to develop staff
3	Literally cannot underscore Josh's outstanding performance in this category enough. He is ALWAYS looking for ways to innovate and CSS as a result has been responsible for numerous State best practices and tools. He doesn't just seek information and perspective OUTSIDE the org - he actively pursues and listens INTERNALLY as well. Team members consistently label him as innovative.
4	The transparency that the entire leadership team operates under is commendable.
5	

Risk Taking and Problem Solving

1	Josh demonstrates a forward-looking approach to workforce challenges and a willingness to pursue opportunities that advance the organization's mission. I particularly value his emphasis on apprenticeship expansion, which addresses employers' need for skilled talent while providing individuals with meaningful career pathways. His engagement at the local, state, and national levels helps inform that work and positions CareerSource Suncoast to respond to changing needs. His ability to move from identifying challenges to influencing broader solutions supports my rating of Exceeds Expectations
2	He is very good in this area
3	Keeping a constant pulse on things I've already mentioned. The org has been very agile and adaptable and Josh is at the forefront of that. Josh is exactly what you would want in the risk-taking area - he's a calculated risk-taker. Focusing on the mission is a strong suit.
4	Josh does a great job in understanding what is going on with the workforce system and being engaged at at the state levels (chair position at state level, etc).
5	I am unaware of any specific employee issues or concerns. There was a drop in this year's employee survey. I am not sure if that is connected to environmental, political or economic uncertainties that are occurring that are out of Josh's control. Encouraging employees during uncertain times is a way to assist them in their job satisfaction.

Community Leader

1	Josh represents CareerSource Suncoast well and extends its reach through his involvement at the state and national levels. His leadership within the state association and participation in national workforce discussions provide opportunities to strengthen relationships, share the local perspective, and influence the broader workforce system. I value the visibility and credibility this brings to our organization and it was evident when I attended the NLWB in Vegas earlier this year and how well CareerSource Suncoast is perceived on a national level. His willingness to take on leadership responsibilities beyond our region, while advancing issues relevant to our mission, supports my rating of Exceeds Expectations.
2	He is constantly out and about and well known in the community and respected
3	Josh's community leadership is spectacular. Fantastic relationship building, involved on other Boards of Directors, well liked and well respected by everyone I've ever spoken with.
4	Josh has impressed the community and I hear a lot of great comments about the job he is doing. Just a few weeks ago, the President and CEO of the Florida Chamber of Commerce (Mark Wilson) specifically mentioned Josh and the great job he was doing as part of a presentation to the board of directors of the Sarasota Chamber of Commerce.
5	

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2	Josh has done a nice job in this area - having a 2 year review is important
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CareerSource Suncoast Annual Performance Review

Name:
Position Title: President / CEO
Evaluation Period: to

Directions: This evaluation reviews 5 different areas. These areas include Strategic Development, Board Relations, Serves as Change Agent, Risk Taking/Problem Solving, and Community Leadership. Please use the rating key below and check the rating that reflects your evaluation of the President & CEO in each area. There is a general comments section at the end of each section which will allow you additional comments should you so desire.

RATING KEY

4 = Outstanding 3 = Exceeds Expectations 2 = Meets Expectations 1 = Needs Improvement

Strategic Development

- Collaborates with the board to set the strategic direction for the organization
- Develops, communicates, and leads the implementation of the strategic plan in a manner consistent with the organization's mission, vision, and values
- Engages internal and external stakeholders to develop strategies and plans to move the organization in the desired direction
- Considers evolving internal and external trends and factors, and adjusts plans as necessary

Performance Expectation Rating:

Performance Expectation Rating Comments:

Board Relations

- Keeps the Board well-informed of important developments and issues
- Ensures a positive working relationship with the Board founded on honesty, trust, and collaboration
- Recommends appropriate actions and policies for Board consideration, providing clear and timely information to inform deliberation and decision-making when appropriate
- Directs the functions of the organization in accordance with the mission, vision and direction established by the Board
- Ensures continuous education for the Board on issues/topics important to ensure effective, evidence-based governing leadership

Performance Expectation Rating:

Performance Expectation Rating Comments:

Serves as a Change Agent

- Thinks innovatively
- Exhibits a high level of emotional stability
- Seeks and values the opinions of others
- Continually seeks new information and perspectives

Performance Expectation Rating:

Performance Expectation Rating Comments:

Risk-Taking and Problem-Solving

- Keeps a constant pulse on shifts and trends in workforce
- Leads the organization to be agile and adaptable
- Handles ambiguous situations well, bringing focus to pursuing the organization’s mission and vision

Performance Expectation Rating:

Performance Expectation Rating Comments:

Community Leadership

- Serves as an effective spokesperson. Represents the organization well to its constituencies, including clients, partners, government agencies, elected officials, funders, and the general public.

- Seeks partnerships that help achieve the organization’s mission and vision and improve regional workforce development
- Considers non-traditional partnerships that improve regional workforce development

Performance Expectation Rating:

Performance Expectation Rating Comments:

Overall Rating is determined by adding the individual ratings and dividing the sum by the total number of performance expectations evaluated.

OVERALL RATING: 0.00

Overall Rating Scale: Overall Numeric Range	**Overall Rating Title**
3.50 - 4.00	Outstanding
2.50 - 3.49	Exceeds Expectations
1.50 - 2.49	Meets Expectations
1.49 and below	Needs Improvement

Completed by:

_____ _____ _____

Printed Name Signature Date

Employee Signature:

_____ _____ _____

Printed Name Signature Date