

CareerSource Suncoast
Combined Executive Committee and Finance & Performance Committee
Meeting Minutes
 Teams Virtual Meeting
 Monday, June 10, 2024
 8:00 a.m.

| Absent Present | <u>Committee Members</u> |
|-----------------------|---|
| P | Eric Troyer, Kerkering, Barberio & Company |
| A | Christy Cardillo, Carr, Riggs & Ingram, LLC |
| P | David Kraft, Vision Consulting Group |
| P | Sharon Hillstrom, Bradenton Area Economic Development Corporation |
| P | Lisa Eding, Teakdecking Systems |
| P | Peter Hayes, Tandem Construction |
| P | Jim Bos, MJB Group |
| | Staff Present: Joshua Matlock, Anthony Gagliano, Robin Dawson, Kathy Bouchard, Christina Witt, James Disbro, Michelle Snyder, Michael Meerman, Linda Benedict, and Karima Habity. |

I. Call to Order

Eric Troyer, Chair, called the meeting to order at 8:01 a.m. Attendance was recorded, and a quorum was established.

II. Action Items

Approval of April 11 2024, Executive Committee Meeting Minutes

Eric Troyer asked for a motion to approve the April 11, 2024 Executive Committee meeting minutes.

Motion: Sharon Hillstrom Second: David Kraft

The motion passed unanimously.

Approval of May 9, 2024, Executive Committee Meeting Minutes

Eric Troyer asked for a motion to approve the May 9, 2024 Executive Committee meeting minutes.

Motion: David Kraft Second: Peter Hayes

The motion passed unanimously.

Approval of April 25, 2024 Finance and Performance Committee Meeting Minutes

Eric Troyer asked for a motion to approve the April 25, 2024 Finance and Performance Committee meeting minutes.

Motion: Jim Bos Second: Peter Hayes

The motion passed unanimously.

Approval of PY2024-2025 Budget

Robin Dawson presented the PY2024-2025 Budget for approval. The budget was provided in the meeting agenda materials located on the CSS website at [Agendas and Minutes - CareerSource Suncoast](#).

Eric Troyer asked for a motion to approve the PY2024-2025 budget.

Motion: Lisa Eding Second: Peter Hayes

The motion passed unanimously.

III. CEO Report – Joshua Matlock

Josh Matlock shared that he is optimistic about partnering more closely with other local boards through the Florida Workforce Development Association to work together to strengthen the relationship between the state and local boards. Next week is the CareerSource Florida [board of directors and committee meetings in Tampa](#). The board meetings are a great opportunity to engage and build relationships with the state.

Locally, CSS will continue to make progress on building a communitywide workforce system to deliver a high skill and responsive workforce for a thriving economy. CSS will continue to focus on apprenticeships, entrepreneurship, youth programming and skill building to strengthen the engagement and partnerships between our employers, our training providers and our community-based organizations.

CSS will begin regional planning discussions once CareerSource Tampa Bay and CareerSource Pinellas complete their merger into a new workforce board and have appointed a CEO.

IV. Staff Reports

Kathy Bouchard

Kathy shared that her primary focus has been working on the budget with Robin regarding the fringe benefits. CSS will switch from United Healthcare to Florida Blue to continue providing a no-cost upfront option to staff.

Anthony Gagliano

The Summer Youth Employment program has 159 youth still participating after the first week of their employment. On Thursday June 13th after the Board meeting, CSS will be featured on ABC 7 at 10:00 and 10:30. There will be live shots at LECOM Park with one of the participating youth and CSS Board member Craig Warzecha of the Bradenton Marauders. There were several organizations supporting the summer youth program with grant funds, including the Suncoast Credit Union, The Florida Lottery and City of Sarasota's downtown improvement district.

The CSS Business Services Team will be collaborating with the Department of Corrections and hosting a job fair at the Sarasota Career Center on Tuesday, June 18th.

Last week, CSS hosted its third apprenticeship accelerator event in collaboration with the Manhattan Strategy Group (MSG). MSG is a Department of Labor contractor who works as an [intermediary for apprenticeship programs](#). The event was also an opportunity to introduce our [new partnership](#) with Credit Union 1.

CSS will be participating in an apprenticeship panel discussion at the [HR Florida Conference in August](#).

The Newtown CRA is staying engaged with the CEO program and at their last meeting, they made a commitment [to fund almost the entire \\$30,000 request](#) submitted to continue to support CEO.

IT Director Chet Filanowski has created a document queue system internally that is in the testing stage with CSS staff. The internal document queue will replace the current system that we are having to pay for. This will eliminate recurring costs annually.

V. Public Comment/Closing Remarks – Eric Troyer, Chair

None

VI. Adjournment – Eric Troyer, Chair

Next Executive Committee meeting is scheduled for August 8, 2024.

Eric Troyer adjourned the meeting at 9:00 a.m.

Respectfully submitted,

Joshua Matlock

[Joshua Matlock \(Jul 18, 2024 09:56 EDT\)](#)

Joshua Matlock
President/CEO