



CareerSource Hillsborough Pinellas Special CEO Selection Meeting Minutes

CareerSource Hillsborough Pinellas
9/18/2024 8:30 AM EDT
Location: Zoom Meeting

Attendance

Committee Members Present:

Members: Michael Jalazo, Michael Jalazo, Esther Matthews, Gary Hartfield, John Howell, April Neumann (remote), Mercedes Young

Committee Members Absent:

Members: Ken Williams

Other In Attendance

CSHP Board Members: Barclay Harless (remote), Robert Blount III, Scott Thomas (remote)

Hillsborough County Government: Ken Jones (remote), Jonathan Wolf (remote)

Pinellas County Government: Dr. Cynthia Johnson (remote), Cody Ward (remote)

Legal Counsel: Stephanie Marchman (remote)

Newland and Associates Inc.: Vanessa Abreu (remote), Michelle Epstein (remote), Robert Newland (remote)

CSHP Staff: Jay Burkey (remote), Sheila Doyle, Leah Geis (remote), Barry Martin (remote), Steve Meier, Michelle Moeller (remote), Lysandra Montijo (remote), Anna Munro, Tammy Stahlgren, Doug Tobin, Michelle Zieziula

I. Call to Order, Roll Call, and Welcome (Presenters: Gary Hartfield)

Gary Hartfield, Chair, called the meeting to order at 10:00 a.m. There was a quorum present.

II. Public Comments (Presenters: Gary Hartfield)

There were none.

III. Legal Counsel

Presenter: Stephanie Marchman

Summary:

IV. The CEO Selection Committee met to discuss the candidacy of Sean Butler for the CEO position, with legal counsel Stephanie Marchman providing an update on his application.

Stephanie Marchman confirmed that there was no legal conflict of interest stemming from Sean Butler's resignation from the board. Chair's Update

Presenter: Gary Hartfield

The Chair's update highlighted the progress and pride in the process, moving past a tumultuous history under a previous CEO. The importance of preparing individuals for employment and serving the community was stressed. The Committee's directive is to find the best CEO candidate for CareerSource HP, with final approval by the board and consortium. The Committee has the democratic authority to approve or reject any candidate.

V. Liaison's Update

Presenter: Anna Munro

The liaison provided an update on the CEO planning document noting the Selection Committee is on target with their review of the slated candidates and determining who of those candidates will move forward with the initial interviews.

VI. Discussion / Action Items

A. Approval of Minutes (Presenters: Gary Hartfield)

1. August 29, 2024, Special CEO Selection Committee Meeting
2. August 21, 2024, CEO Selection Committee Meeting

Motion:

To approve the minutes of August 21, 2024 CEO Selection Committee meeting and August 29, 2024 Special CEO Selection Committee Meeting.

Motion moved by Esther Matthews and motion seconded by Michael Jalazo. Motion carried

B. Selection of Candidates for Initial Interviews

Robert Newland outlined the process for selection with each committee member providing a "yay" or "nay" response for each candidate.

Motion:

To proceed with a slate of five candidates.

Motion moved by Mercedes Young and motion seconded by Esther Matthews. Motion carried.

C. Interview Scheduling - Initial and 2nd Round

The meeting concluded with a focus on scheduling interviews and ensuring member availability for upcoming discussions. The committee members agreed on potential dates for future meetings. The session ended with expressions of gratitude for the contributions of all participants, marking a collaborative effort towards selecting the best candidate for the CEO position.

VII. Adjournment

The meeting adjourned at 11:51 a.m. Minutes submitted by Tammy Stahlgren, Executive Administrative Assistant.