



CareerSource Hillsborough Pinellas Nominating Committee Meeting

Date: November 8, 2024

Time: 1:30PM-2:30PM

Location:Hyrbid: 4350 W. Cypress Street, Suite 875, Tampa FL 33607

Zoom Information: [Zoom Link](#)

Dial in Number:1 305 224 1968

Meeting ID: 861 4430 5337

Passcode: 053276

I. Call to Order, Roll Call, and Welcome

II. Public Comments

III. Action Items/Discussion Items

A. Approval of Minutes - June 11, 2024, Nominating Committee Meeting.....2

B. PY 2024-2025 Slate of Board Officers Nominees.....5

IV. Information Items

A. PY 2024 -2025 Board of Directors.....7

B. Duties of Board Officers.....8

C. CSHP Board of Directors Attendance PY 2024-2025.....10

V. Next Steps

VI. Adjournment



CareerSource Hillsborough Pinellas Nominating Committee Meeting Minutes

CareerSource Hillsborough Pinellas

Tuesday, June 11, 2024 at 2:00 PM EDT

@ 4350 W. Cypress Street, Suite 875, Tampa FL 33607

Attendance

Present:

Members: Dr. Rebecca Sarlo (remote), Kenneth Williams, Mercedes Young, John Howell, Robert Blount, III

Others in Attendance

Present:

Members: Vanessa Abrue (remote), Sheila Doyle, Vanessa Epstein (remote), Corey McCaster (remote), Steve Meier, Lysandra Montijol (remote), Ken Jones (remote), Tammy Stahlgren, Jonathan Wolf (remote)

I. Call to Order, Roll Call, and Welcome (Presenters: Dr. Rebecca Sarlo)

Madam Chair, Dr. Rebecca Sarlo called the meeting to order at 2:17 p.m. There was a quorum present.

II. Public Comments (Presenters: Dr. Rebecca Sarlo)

There were none.

III. Action Items/Discussion Items

A. PY 2024-2025 Slate of Board Officers Nominees (Presenters: Dr.Rebecca Sarlo)

The Committee met to discuss and select the slate of Board Officers who possess the experience and leadership to guide CareerSource Hillsborough Pinellas through the merger/consolidation. The Committee reviewed eligibility, term requirements, and PY 2023-2024 attendance records of the board members.

After much discussion, and taking into consideration specific board member's experience and expertise, the recommended slate of officers are as follows:

Motion:

to approve Sean Butler as Chair.

Motion moved by John Howell and motion seconded by Mercedes Young. Motion Carried. Robert Blount III was a nay vote.

Motion:

to approve Barclay Harless as Vice-Chair.

Motion moved by Dr. Rebecca Sarlo and motion seconded by John Howell.
Motion Carried.

Motion:

to approve Gary Hartfield as Treasurer.

Motion moved by John Howell and motion seconded by Robert Blount, III.
Motion carried.

Motion:

to approve Dr. Rebecca Sarlo as Secretary.

Motion moved by John Howell and motion seconded by Ken Williams. Motion
carried. Dr. Rebecca Sarlo abstained.

Motion:

to approve Ben Hom as Chair Alternate.

Motion moved by Robert Blount, III and motion seconded by John Howell.
Motion carried.

Motion:

to approve Elizabeth Siplin at Vice-Chair Alternate.

Motion moved by Robert Blount, III and motion seconded by John Howell.
Motion carried.

Motion:

to approve Ben Freidman Treasurer Alternate.

Motion moved by Dr. Rebecca Sarlo and motion seconded by John Howell.
Motion carried.

IV. Information Items

The following information items were used as a reference during the meeting.

- A. PY 2024 -2025 Board of Directors
- B. Duties of Board Officers
- C. CSTB Board of Directors Attendance PY 2023-2024

D. CSPIN Board of Directors Attendance PY 2023-2024

V. Next Steps

Sheila Doyle and Steve Meier were asked to contact the nominees, asking if they are willing to serve if elected by the Board. The recommended slate of officers will be presented at the next Special Board of Directors meeting scheduled for June 17, 2024, where nominations will also be accepted from the floor.

VI. Adjournment

The meeting adjourned at 2:58 p.m. Minutes prepared by Tammy Stahlgren, CareerSource Tampa Bay, Executive Administrative Assistant,



Action Item

PY 2024 – 2025 Board Officers Recommendation

Background:

Per the *Amended and Restated By-Laws of Tampa Bay Workforce Alliance, Inc. d/b/a CareerSource Hillsborough/Pinellas* (By-Laws), Board Officers shall be nominated and elected in accordance with Article IV, Section 6.1 (excerpt below).

Section 6.1 - Board Officer Positions, Nominations and Elections

The Board Officers of Corporation shall consist of a Chair, a Vice-Chair, a 2nd Vice-Chair, a Secretary, and a Treasurer. The Chair and Vice-Chair shall not be from the same County of representation during the same program year. The 2nd Vice-Chair shall be chosen from the Hillsborough CEO and Pinellas CEO and shall alternate between the County of representation every one (1) year term. The 2nd Vice-Chair shall not be from the same County as the Consortium Chair during the same program year.

The Chair, Vice-Chair, Treasurer, and Secretary of Corporation shall be nominated and elected as follows:

A. A slate of nominees for Officers shall be presented to the Board by the Nominating Committee and selected based upon a majority vote of the quorum present at Corporation annual meeting, except as otherwise directed by the full Board. Prior to voting on the slate of nominees, nominations shall be accepted from the floor.

B. The annual meeting at which the slate of Officers shall be elected shall take place in May, or on a date as otherwise set by the Board, and the Officers shall take office in July, or on a date as otherwise set by the Board.

C. The Chair and Vice-Chair shall be selected from among the representatives of the business sector Board members. The Treasurer and Secretary shall be selected from among any category of Board membership.

Barclay Harless previous Vice-Chair was moved to the Chair's position on September 13, 2024, after the resignation of the prior chair, causing the Vice-Chair position to be vacant.

WORKSHEET

Officers	PY 2024 – 2025
Chair	Barclay Harless
Vice-Chair	Vacant
2 nd Vice-Chair	Commissioner Latvala
Treasurer	Gary Hartfield
Secretary	Dr. Rebecca Sarlo

Recommendation:

Approval of the Vice-Chair Nominee from the Business Sector of Hillsborough County.



Information Item Board of Directors

PY 2024-2025 CSHP Board of Directors		
Business Sector		
	Hillsborough	Pinellas
	Mitch Allen	David Fetkenher
	Gary Hartfield	Benjamin Friedman
	April Neumann	Barclay Harless
	Don Noble	Nikisha Lezama
	Roy Sweatman	Esther Matthews
	Thayne Swenson	Jeremy Robinson
	Sophia West	Elizabeth Siplin
	Mercedes Young	Scott Thomas
		Russell Williams
Workforce Sector		
	Hillsborough	Pinellas
	Robert Blount	Michael Jalazo
	Joe Eletto	Shawn McDonnell
	Elizabeth Gutierrez	Kenneth Williams
Education Sector		
	Hillsborough	Pinellas
	Warren” Scott” Brooks	Belinthia Berry
	Dr. Brian Mann	Mark Hunt
		Dr. Rebecca Sarlo
Government Economic/Community Development Sector		
	Hillsborough	Pinellas
	John Howell	John Howell
	Ocea Wynn	Christopher Latvala
	Joshua Wostal	



Information Item Duties of Board Officers

This document comes from the Tampa Bay Workforce Alliance, Inc. d/b/a CareerSource Hillsborough Pinellas By Laws and is shared as reference for the CareerSource Hillsborough Pinellas Nominating Committee.

ARTICLE VI BOARD OFFICERS

Section 6.2 – Duties of Board Officers

A. Duties of the Chair shall include:

- Leading the Board to develop a guiding vision that aligns with the state's priorities;
- Acting as the lead strategic convener to promote and broker effective relationships between the Consortium and economic development, education, and workforce partners in the Local Area;
- Reviewing Board directives with the Director of Corporation to ensure compliance and implementation;
- Presiding at all meetings of the Board;
- Calling special meetings of the Board;
- Serving as a signatory for Corporation financial and legal documents;
- Serving as a member of the Audit Committee;
- Appointing members to the Education and Industry Consortium;
- Providing the annual performance review of the Director to the Board and Consortium;
- Appearing before the state workforce development board (State Board) to discuss the performance of the Board, upon the request of the State Board; and
- Performing all duties incident to the office of Chair.

B. Duties of the Vice-Chair shall include:

- Presiding over meetings of the Board in the absence of the Chair; and
- Performing all duties incident to the office of Chair in the absence of the Chair.

C. Duties of the 2nd Vice Chair shall include:

- Presiding over meetings of the Board in the absence of the Chair and Vice-Chair;
- Serving as a member of the Audit Committee; and

- Performing all duties incident to the offices of Chair and Vice-Chair in the absence of the Chair and Vice-Chair.

D. Duties of the Treasurer shall include:

- Serving as Chair of the Audit Committee;
- Serving as a signatory for Corporation financial and legal documents;
- Making a report on the financial status at each regular meeting of the Board; and
- Performing all duties incident to the office of Treasurer.

E. Duties of the Secretary shall include:

- Signing all bank resolutions;
- Serving as a signatory for Corporation financial and legal documents;
- Reviewing all Board minutes prior to official adoption by the Board of Directors; and
- Performing all duties incident to the office of Secretary.



Information Item

CSHP Board of Directors Attendance PY 2024-2025

	Term	Regular	Special	Regular	Regular	Special	Total	All
Member Name	End	5/30/24	6/17/24	7/18/04	9/19/04	10/30/24	Attendance	%
Mitchell Allen	06/30/25	x		x	x	x	4	57.14%
Belinthia Berry	06/30/25	x		x	x	x	4	57.14%
Robert Blount III.	06/30/26	x	x	x	x	x	5	71.43%
Warren Brooks	06/30/25	x	x	x		x	4	57.14%
Joe Eletto	06/30/25	x	x	x	x		4	57.14%
David Fetkener	06/30/26	x		x		x	3	42.86%
Ben Friedman	06/30/25	x		x	x	x	4	57.14%
Elizabeth Gutierrez	06/30/25	x	x		x	x	4	57.14%
Barclay Harless	06/30/25	x	x	x	x	x	5	71.43%
Gary Hartfield	06/30/26	x	x	x	x	x	5	71.43%
John Howell	06/30/25	x	x	x	x	x	5	71.43%
Mark Hunt	06/30/26	x	x	x	x		4	57.14%
Michael Jalazo	06/30/25	x	x	x	x	x	5	71.43%
Chris Latvala	06/30/26	x	x	x	x		4	57.14%
Nikisha Lezema	06/30/25	x	x	x	x	x	5	71.43%
Dr. Brian Mann	06/30/26	x	x		x	x	4	57.14%
Esther Matthews	06/30/26	x	x				2	28.57%
Shawn McDonnell	06/30/26	x	x	x	x		4	57.14%
April Neumann	06/30/25	x	x		x	x	4	57.14%
Don Noble	06/30/26					x	1	14.29%
Jeremy Robinson	06/30/25	x	x	x	x	x	5	71.43%
Dr. Rebecca Sarlo	06/30/26	x	x	x	x	x	5	71.43%
Elizabeth Siplin	06/30/26	x	x	x	x	x	5	71.43%
Roy Sweatman	06/30/26	x	x		x	x	4	57.14%
Thayne Swenson III	06/30/25	x					1	14.29%
Scott Thomas	06/30/25	x			x	x	3	42.86%
Sophia West	06/30/26	x		x	x		3	42.86%
Ken Williams	06/30/26	x	x	x		x	4	57.14%
Russell Williams	06/30/25	x	x	x			3	42.86%
Joshua Wostal	06/30/25	x				x	2	28.57%
Ocea Wynn	06/30/26	x	x			x	3	42.86%
Mercedes Young	06/30/26	x	x	x			3	42.86%



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