



# CSHP Nominating Committee Meeting

Hybrid: Meridian One 4350 W. Cypress Street, Suite 875 Tampa, FL 33607  
Date: May 2, 2025 at 1:00 PM

**Zoom Information [Zoom Link](#)**  
**Meeting ID: 898 6786 4627**  
**Passcode: 868541**  
**Dial in number: 1 305 224 1968**

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## Action Item

### PY 2025 – 2026 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 VI, 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.

#### Section 6.3 – Terms of Board Officers

The term of office for the Board Chair, Vice-Chair, Treasurer and Secretary shall be for one (1) full year, from July 1 through June 30.

Board Officers shall serve no more than two (2) consecutive terms of one (1) year each in the same office, if re-elected, provided that the time in office does not exceed the limits of their term of membership on the Board. After two (2) consecutive terms, the Officer shall then step down from

their position for a minimum of one (1) year, although he or she may continue to serve as a Board member, or in another office. A member of the Board shall not serve more than two (2) terms in the Board Chair position.

Section 6.4 – Vacancy in One of the Officer Positions

If a vacancy in any office other than the Chair occurs due to the illness, resignation, etc. of the Officer elected, a replacement shall be elected to serve the unexpired term of office at the next regularly scheduled Board meeting where a quorum is established. If the office of Chair becomes vacant, the Vice-Chair will assume the office of Chair for the remainder of the unexpired term. The office of Vice-Chair will then be filled at the Board’s discretion.

**WORKSHEET**

<b>Officers</b>	<b>PY 2024 – 2025</b>	<b>Proposed Slate</b>
Chair	Barclay Harless	
Vice-Chair	Gary Hartfield	
2 <sup>nd</sup> Vice-Chair	Commissioner Latvala	
Treasurer	Don Noble	
Secretary	Dr. Rebecca Sarlo	

**Recommendation:**

Approval of the 2025-2026 Slate of Board Officer Nominees.



## 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
	Bob Hyde	Russell Williams
	Mercedes Young	
Workforce Sector		
	Hillsborough	Pinellas
	Robert Blount	Michael Jalazo
	Joe Eletto	Shawn McDonnell
	Elizabeth Gutierrez	Kenneth Williams
	Brian Nathan	
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	Dr. Cynthia Johnson



## **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 2<sup>nd</sup> 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

FY24-25 CSHP Board of Directors Attendance

	Term	Regular	Special	Regular	Regular	Special	Regular	Regular	Special	Regular	Total	All
Member Name	End	5/30/24	6/17/24	7/18/24	9/19/24	10/30/24	11/21/24	1/16/25	2/14/25	3/20/25	Attendance	%
Mitchell Allen	06/30/25	x		x	x	x	x	x	x	x	8	80.00%
Belinthia Berry	06/30/25	x		x	x	x	x	x		x	7	70.00%
Robert Blount III.	06/30/26	x	x	x	x	x	x	x	x	x	9	90.00%
Warren Brooks	06/30/25	x	x	x		x	x		x		6	60.00%
Joe Eletto	06/30/25	x	x	x	x			x	x	x	7	70.00%
David Fetkener	06/30/26	x		x		x	x		x	x	6	60.00%
Ben Friedman	06/30/25	x		x	x	x			x	x	6	60.00%
Elizabeth Gutierrez	06/30/25	x	x		x	x	x	x	x	x	8	80.00%
Barclay Harless	06/30/25	x	x	x	x	x	x	x	x		8	80.00%
Gary Hartfield	06/30/26	x	x	x	x	x	x	x	x	x	9	90.00%
John Howell	06/30/25	x	x	x	x	x	x	x	x	x	9	90.00%
Mark Hunt	06/30/26	x	x	x	x			x	x		6	60.00%
* Bob Hyde	06/30/25										0	0.00%
Michael Jalazo	06/30/25	x	x	x	x	x	x	x	x	x	9	90.00%
* Dr. Cynthia Johnson	06/30/26										0	0.00%
Chris Latvala	06/30/26	x	x	x	x		x		x		6	60.00%
Nikisha Lezama	06/30/25	x	x	x	x	x	x		x	x	8	80.00%
Dr. Brian Mann	06/30/26	x	x		x	x	x	x	x		7	70.00%
Esther Matthews	06/30/26	x	x				x	x	x	x	6	60.00%
Shawn McDonnell	06/30/26	x	x	x	x			x	x		6	60.00%
Brian Nathan	06/30/25							x	x	x	3	100.00%
April Neumann	06/30/25	x	x		x	x		x	x	x	7	70.00%
Don Noble	06/30/26					x	x	x	x	x	5	100.00%
Jeremy Robinson	06/30/25	x	x	x	x	x		x	x		7	70.00%
Dr. Rebecca Sarlo	06/30/26	x	x	x	x	x	x	x		x	8	80.00%
Elizabeth Siplin	06/30/26	x	x	x	x	x		x	x	x	8	80.00%
Roy Sweatman	06/30/26	x	x		x	x	x	x	x	x	8	80.00%
Thayne Swenson III	06/30/25	x									1	10.00%
Sophia West	06/30/26	x		x	x				x		4	40.00%
Ken Williams	06/30/26	x	x	x		x	x	x		x	7	70.00%
Russell Williams	06/30/25	x	x	x			x			x	5	50.00%
Joshua Wostal	06/30/25	x				x					2	20.00%
Ocea Wynn	06/30/26	x	x			x	x	x		x	6	60.00%
Mercedes Young	06/30/26	x	x	x		x		x		x	6	60.00%
Averages:												
Actual Attendance		32	25	24	22	24	21	23	25	22		
Possible Total Attendees		34	34	33	31	32	33	33	33	33		
% Attendance		94.12%	73.53%	72.73%	70.97%	75.00%	63.64%	69.70%	75.76%	66.67%		
* New Board Member												