

Please be reminded pursuant to Section 3 of Article XIII of the Bylaws, no member of the Board shall cast a vote on any matter on which he or she has a conflict of interest as defined by federal or state law. Upon discovery of an actual or potential conflict of interest, the Board Member shall promptly disclose the actual or potential conflict of interest, promptly file a written statement of disqualification, shall withdraw from any further participation in the transaction involved, and shall abstain from voting on the matter. In the event of such disclosure or abstention, Article XII Section 3 shall govern the voting requirements on such matter.

Board Meeting Agenda

March 19, 2026 – 3:00 p.m.
Hampton Inn

11780 State Road 54, Odessa, FL 33556
or Join via Microsoft Teams

Call to order Charles Gibbons, Chair

Public Comments

No requests from the public were received during the allotted time period published in the Public Notice on the CareerSource Pasco Hernando website.

Consent Agenda

There are no items for the Consent Agenda.

Action Items

1. Minutes from December 04, 2025, Board Meeting (Charles Gibbons)Page 2
2. The Greater Hernando County Chamber of Commerce Sponsorship Agreement (Jerome Salatino) Page 5
3. Board Candidate (Jerome Salatino) Page 12
4. Subsequent Local Workforce Developmental Area Designation and Board Certification (Jerome Salatino) Page 25
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Information Items

1. Minutes from January 15, 2026, Executive Committee Meeting (Charles Gibbons)... Page 39
2. Financial Reports (Theresa Miner) Page 43
3. Summer Youth Employment Program (Jerome Salatino) Page 50
4. Letter Grade Report (Jerome Salatino) Page 51
5. Program Year 2024-2025 Annual Report (Jerome Salatino)..... Page 54
6. Education and Industry Consortium Report (Jerome Salatino) Page 69

Discussion Items

1. Meeting and Operations Schedule FY2026-27 (Jerome Salatino) Page 83

Board Chair Comments

CEO Comments

Adjournment

info@careersourcepascohernando.com

P.O. Box 6589 | Spring Hill, FL 34611

p: 352-593-2222 | f: 352-593-2200

ACTION ITEM 1
Approval of Minutes

In accordance with Article X, Section 1 of the approved bylaws, the Board is required to keep correct and complete minutes of the proceedings of any Board or Committee meeting.

Draft minutes of December 4, 2025, Board Meeting are presented for review. Any modifications should be requested prior to approval.

FOR CONSIDERATION

Approval of December 4, 2025, Board Meeting Minutes, to include any modifications or changes noted by the Board.

Pasco-Hernando Workforce Board, Inc.
Board Meeting Agenda - DRAFT
December 04, 2025 – 9:00AM

Meeting Location: *Virtually via Microsoft Teams*

Board Members Attending: Turner Arbour, Cindy Bray, Beth Galic, Charles Gibbons, John Howell, Nils Lenz, Paul Micklow, Tom Mudano, Stefanie Pontlitz

Board Members Absent: Keven Barber, Dana Cutlip, Mark Earl, Cami Leech Florio, Lindsey Hack, Timothy Hellmers, Hope Kennedy, Lee Middleton, Lori Romano, Gary Steele

Staff Attending: Nicole Beverley, Brenda Gause, Jose Infante, Theresa Miner, Jerome Salatino, and Kenneth Russ

Others Attending: The Hogan Law Firm - Jarrod Prater; Florida Commerce – Tameka Austin; Moss, Krusick & Associates, LLC – Michelle Barth

Quorum Present? No

Call to Order: The meeting was called to order at 9:01 a.m. by Chair, Charles Gibbons.

Public Comments

No public comments were received.

Consent Agenda

There were no items on the Consent Agenda.

Information Item 1 – Financial Audit Presentation

Theresa Miner introduced Ms. Michelle Barr of Moss, Krusick & Associates, LLC, who served as the lead auditor for CareerSource Pasco Hernando for the fiscal year ending June 30, 2025. Ms. Barr shared her screen and formally presented the draft audited financial statements, the Single Audit Report, and all required accompanying disclosures.

Ms. Barr reported that CareerSource Pasco Hernando received an unmodified (“clean”) audit opinion, which represents the highest level of assurance available. She further reported that the audit resulted in no findings, no questioned costs, and no issues of noncompliance, and that the Organization again qualified as a low-risk auditee under Uniform Guidance.

Ms. Barr also reviewed the internal control and compliance reports required under Government Auditing Standards and Uniform Guidance, confirming that no material weaknesses, significant deficiencies, or noncompliance issues were identified.



Members of the Board asked clarifying questions regarding cash flow, grant timing, and administrative cost ratios. All questions were addressed by Ms. Barr and Ms. Miner. Both Chair Gibbons and CEO Salatino expressed appreciation for the continuous high-quality work performed by the Finance Department and the audit team.

Information Item 2 – Financial Reports

Theresa Miner reviewed the Financial Reports for the period of 07/01/2025 through 10/31/2025.

Information Item 3 – Program Year 2024-2025 ROI

Jerome Salatino presented the Program Year 2024–2025 Return on Investment analysis. He explained that the methodology mirrors the model used by the Pasco County Office of Economic Growth when evaluating economic impact from workforce programs.

Mr. Salatino reported that CSPH generated an estimated \$4.50 in regional economic impact for every \$1.00 invested in its workforce programs. He emphasized that the ROI figure is conservative and does not include certain broader or long-term benefits that have been measured in prior years in partnership with the University of South Florida.

Mr. Salatino stated that this level of return demonstrates strong stewardship of public funds and a meaningful economic benefit to Pasco and Hernando counties.

Information Item 4 – PHWB Board Governance Refresher Training

This agenda item was postponed and will be rescheduled for a future meeting.

Board Chair Comments

Chair Gibbons thanked the Board members for their attendance and flexibility in joining a specially scheduled year-end meeting. He expressed deep appreciation for the Finance Department's continued excellence and noted the significance of receiving a clean audit with no findings for multiple consecutive years. He also thanked the audit firm for its professionalism and comprehensive review.

CEO Comments

CEO Salatino echoed the Chair's appreciation, commending staff for maintaining strong financial controls, program performance, and administrative compliance during a challenging and evolving funding environment. He reaffirmed CSPH's commitment to sound fiscal stewardship and high-quality service delivery. Mr. Salatino wished all members and staff a safe and enjoyable holiday season.

With no further business to discuss, the meeting adjourned.

ACTION ITEM 2
The Greater Hernando County Chamber of Commerce
Sponsorship Agreement

The Greater Hernando County Chamber of Commerce has submitted a sponsorship agreement request to formalize CareerSource Pasco Hernando's partnership in support of business outreach, workforce awareness, and economic development initiatives throughout Hernando County.

The Chamber offers programs, services, leadership forums, training events, and networking opportunities designed to support business growth and workforce alignment. Through this sponsorship, CareerSource Pasco Hernando will receive structured visibility, employer engagement opportunities, and strategic positioning within the Hernando County business community.

This partnership aligns with CareerSource Pasco Hernando's mission to strengthen employer engagement, expand awareness of workforce programs including On-the-Job Training (OJT), Incumbent Worker Training (IWT), Work Experience (WEX), and apprenticeship initiatives, and improve workforce outcomes through collaborative economic development efforts.

The proposed agreement provides for an annual sponsorship investment of up to \$5,000 per year, contingent upon the availability of funds and subject to annual renewal. Funds may not be used for food or beverage expenses and will be paid only upon written request for eligible activities conducted under the agreement.

The sponsorship is expected to include recognition and engagement opportunities such as Chamber membership, logo placement and promotional recognition, dedicated email outreach opportunities, sponsorship of Leadership Hernando SIMSOC Day, sponsorship of workforce-related trainings, speaking and tabletop opportunities at membership meetings, recognition at major Chamber events, and participation in leadership forums and roundtables. Specific activities and deliverables may be refined or modified in the final agreement to ensure alignment with program priorities and allowable use of funds.

CONSIDERATION

Staff recommends approval of a sponsorship agreement with the Greater Hernando County Chamber of Commerce for a three-year term, authorizing an annual sponsorship amount not to exceed \$5,000.00, contingent upon funding availability, with the agreement subject to annual renewal. The final agreement terms, activities, and deliverables may be refined or modified as necessary prior to execution to ensure alignment with program priorities and allowable use of funds.

Sponsorship Agreement

This sponsorship agreement (this “Agreement”) dated as provided below, is made by and between **THE GREATER HERNANDO COUNTY CHAMBER OF COMMERCE**, a Florida not-for-profit corporation (the “Chamber”), and **PASCO HERNANDO WORKFORCE BOARD, INC.**, a Florida not-for-profit corporation DBA CareerSource Pasco Hernando (“CareerSource Pasco Hernando”).

RECITALS

WHEREAS, the Chamber identifies the critical factors determining Hernando County business growth and future. The Chamber offers various programs, services, events, viewpoints and objectives to help identify potential marketing, networking, advocacy and training strategies (the “Chamber Event”). These events involve activities and resources that promote membership and create awareness, while providing networking and cost-effective training opportunities that make a positive impact on the business environment. *See Exhibit A for full scope.*

WHEREAS, CareerSource Pasco Hernando would like an opportunity to sponsor these events and opportunities in partnership with the Chamber to help facilitate the Chamber’s membership future growth opportunities,

WHEREAS, the Chamber and CareerSource Pasco Hernando desire to enter into this Agreement to outline the terms and conditions of that partnership;

NOW THEREFORE, in consideration of the mutual covenants and agreements herein set forth and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties agree as follows:

ARTICLE I: FUNDING

1.1 Recitals. The above recitals are agreed on as true and accurate by the Chamber and CareerSource Pasco Hernando and are incorporated herein as if stated.

1.2 Funding. CareerSource Pasco Hernando agrees to pay the Chamber upon availability of funding a total sum up to the amount of Five Thousand and No/100 Dollars (\$5,000.00) (the “Funding Project”) per year for a 3-year period to be used to help fund outreach (examples; career exploration programs, career preparation, activities, networking, training, marketing, etc...) for businesses. The Funding Project will be paid within (30) days of written notification by the Chamber, at the completion of or by another mutually agreed date for the Chamber Events as provided in Section 1.3. CareerSource Pasco Hernando will only pay the portion of the Funding Project specifically allotted for the Chamber Events and when requested in writing by the Chamber. CareerSource Pasco Hernando will not be obligated to pay a portion of the Funding Project specifically allotted to the Chamber Events, if the Chamber Events are not held by or requested by the Chamber. No funding paid by CareerSource Pasco Hernando to the Chamber will be utilized for food and/or beverage related items.

1.3 Chamber Events. The Funding Project as provided in Section 1.2 is paid in the following manner towards outreach (examples; career exploration programs, career preparation, activities, networking, training, marketing, etc...) for businesses. *See Exhibit A for full scope.*

1.4 Members/Businesses to be Served. The Funding Project will be used to serve Members of the Chamber and/or businesses with outreach (examples; career exploration programs, career preparation, activities, networking, training, marketing, etc...).

1.5 Funding Limitations. The Funding Project is limited, and upon availability of funds and is available on a first-come, first-serve basis. The Funding Project will include corporate and formula funds and will be used where permitted as required by the Chamber's policy and CareerSource Pasco Hernando's policy. No funding paid by CareerSource Pasco Hernando to the Chamber will be utilized for food and/or beverage related items.

1.6 CareerSource Pasco Hernando License of Intellectual Property. During the Chamber Events, the Chamber agrees to include CareerSource Pasco Hernando's logos, trademarks, and trade names on any publications or advertisement used to publish the Chamber Events. Such publication or advertisement will be subject to CareerSource Pasco Hernando's consent, with such consent shall not be unreasonably withheld. Additionally, the Chamber and CareerSource Pasco Hernando may enter into a separate written agreement or amendment to this Agreement detailing any advertising or publication specification. CareerSource Pasco Hernando is the sole owner of all right, title, and interest to all of CareerSource Pasco Hernando's information, including its logos, trademarks, trade names, and copyrighted information, unless otherwise provided, CareerSource Pasco Hernando grants to the Chamber a limited non-exclusive license to use certain of CareerSource Pasco Hernando's intellectual property, including CareerSource Pasco Hernando's name, acronym, and logos (collectively, the "Intellectual Property"), solely in connection with the promotion of any of the Chamber Events as provided in Section 1.3. Upon the termination or expiration of this Agreement, all rights and privileges for the use of the Intellectual Property shall expire and the Chamber shall cease the use of the Intellectual Property.

ARTICLE II: MISCELLANEOUS PROVISIONS

2.1 Relationship of Parties. The Chamber and CareerSource Pasco Hernando are independent contractors with respect to one another. Nothing in this Agreement will create or be construed as creating any association, joint venture, partnership, or agency relationship of any kind between them.

2.2 Termination. Thirty (30) days' written notice by either party and delivered to the other is required to terminate this Agreement. If terminated, the Intellectual Property used by the Chamber shall cease and any remaining Funding Project that has been paid by CareerSource Pasco Hernando to the Chamber shall be returned to CareerSource Pasco Hernando within ten (10) days after the expiration of the thirty (30) day period. If no such written notice is delivered by either party, this Agreement shall terminate by the end of December 31, 2028.

2.3 Interpretation. This Agreement may not be assigned, transferred, or sub-licensed by either party without the express written consent of the other party. This Agreement may not be modified or amended in any respect except by a writing executed and delivered by the parties. This Agreement shall not be construed against one party due to the party drafting the Agreement. This Agreement has been negotiated at arms-length, and both parties agree that they were given the opportunity to have counsel review this Agreement prior to its execution. Until this Agreement has been executed by a duly authorized representative of all parties, this Agreement will remain unenforceable against all parties hereto.

2.4 Litigation, Venue, and Attorney's Fees. This Agreement shall be governed and construed in accordance with the laws of the State of Florida. If any litigation arises under this Agreement, the parties agree to litigate only in the exclusive competent jurisdiction of the Florida state courts in Hernando County, Florida. Additionally, the prevailing party to any litigation shall be entitled to recover reasonable attorney's fees and court costs.

2.5 Severability. If any term or provision of this Agreement or its application to any extent is held invalid or unenforceable, such term or provision shall be severed and the remainder of this Agreement shall remain in full force and effect.

2.6 Non-Waiver. The failure by any party to complain of any action, non-action, or breach by any other party shall not constitute a waiver of any aggrieved party's rights under this Agreement. Waiver by any party of any right arising from any breach of any other party shall not constitute a waiver of any other right arising from a subsequent breach of the same obligation or for any other default, past, present or future.

2.7 Notice of Default. If any default occurs under this Agreement, the non-breaching party shall provide at least ten (10) days' notice to the breaching party of the default, prior to any litigation being initiated.

2.8 Counterparts. This Agreement may be executed in several counterparts, each of which shall be deemed an original, and all such counterparts together shall constitute one and the same Agreement. Furthermore, the Effective Date of this Agreement shall be construed as the date the last party to this Agreement has executed this Agreement.

BY HAND SUBSCRIBED, this Agreement has been executed by and between **THE GREATER HERNANDO COUNTY CHAMBER OF COMMERCE**, a non-political subdivision of the State of Florida, and **PASCO HERNANDO WORKFORCE BOARD, INC.**, a Florida not-for-profit corporation, DBA CareerSource Pasco Hernando.

THE HERNANDO COUNTY CHAMBER,
A Florida not-for-profit corporation,

Signature

Print

Title

Date

PASCO HERNANDO WORKFORCE BOARD, INC.,
a Florida not-for-profit corporation, DBA CareerSource
Pasco Hernando.

Signature

Print

Title

Date

DRAFT

EXHIBIT A

2. **Sponsorship Scope and Benefits.** CSPH agrees to provide a sponsorship investment of five thousand dollars and zero cents (\$5,000.00) to the Greater Hernando County Chamber of Commerce in exchange for recognition and partnership benefits as the [PARTNER LEVEL NAME TBD], including but not limited to:

A. Membership

- i. CSPH agrees to maintain active membership in the Greater Hernando County Chamber of Commerce during the partnership year.
- ii. Membership dues (\$225) are included in the sponsorship investment.

B. Visibility and Marketing

- i. Prominent logo placement on the Chamber's website with backlinks to CSPH website.
- ii. One (1) dedicated "Featured Member" (\$300) highlight on Chamber website, Chamber social media highlighting CSPH's role and community impact, and Chamber printable calendar.
- iii. One (1) dedicated "Member Mention" (\$250) highlights on Chamber website, Chamber social media highlighting CSPH's role and community impact, and Chamber printable calendar.

C. Communication and Outreach

- i. Two (2) dedicated email blasts to Chamber members and subscribers.
- ii. Premium placement in the Chamber's online directory with an enhanced organizational profile (\$50).

D. Events and Leadership

- i. Exclusive sponsorship (\$2,900) of Leadership Hernando SIMSOC Day with exclusive opportunity to speak to Leadership Hernando class.
- ii. Sponsor up to four trainings (\$250 each, not to exceed \$1,000) hosted by Chamber Training Committee in service to Chamber members and business community.
- iii. One (1) speaking opportunity (\$200) at a Chamber monthly membership meeting.
- iv. One (1) tabletop sponsorship (\$75) opportunity at a Chamber monthly membership meeting.
- v. Public recognition at all major Chamber events throughout the partnership year.
- vi. Invitations to exclusive roundtables, VIP receptions, and leadership forums.

ACTION ITEMS

Action Items to be presented to the Pasco Hernnado Workforce Development Consortium: The motion proposes recommending the items to the Consortium for approval. While these are recommendations, the final decision rests with the Consortium.

**ACTION ITEM 3
Board Candidate**

With three vacant seats on the Board, and to maintain compliance with CareerSource Florida Policy Number 91, the following nomination has been received to fill a vacancy under the Education sector:

Candidate: Prashanth Pilly, Ph. D.

Dr. Pilly represents Pasco-Hernando State College as the Vice President Academic Affairs/Chief Academic Officer and has been nominated by the Pasco-Hernando State College President, Eric Hall, Ed.D.. Information on Dr. Pilly is included and presented for review.

To ensure a turnover balance on the board, and to establish consistent terms of office, staff recommend adding Dr. Pilly to Class 2 of staggered terms. The proposed term end date for Dr. Pilly is April 11, 2030.

Dr. Pilly's nomination as a board candidate was presented to PHWB's Nominating Committee on February 19, 2025.

FOR CONSIDERATION

Staff requests approval to present to the Pasco-Hernando Workforce Development Consortium the appointment of Prashanth Pilly, Ph.D., to the Pasco-Hernando Workforce Board of Directors for consideration and final approval.

APPLICATION FOR MEMBERSHIP PASCO HERNANDO WORKFORCE BOARD

Please provide full and complete information. Send the completed form and attachments to Nicole Beverley at nbeverley@careersourcepascohernando.com.

Include a biography that includes pertinent employment and educational information, as well as information about other boards on which you serve.

Last Name: Pilly		First Name: Prashanth		M.I.:	
Street Address: 10282 Gentle Rain Dr					
City: Land O'Lakes			State: FL		Zip: 34638
County of Residence: Pasco			Home Phone:		
Personal Email: pprashanth7@aol.com			Cell Phone: (772) 332-1937		
Employer or Organization that will be represented: Pasco-Hernando State College					
Job Title or Position: Vice President Academic Affairs			Est. Annual Revenue:		
Street Address: 10230 Ridge Rd.					
City: New Port Richey			State: FL		Zip: 34654
County of Business: Pasco			Work Phone: (727) 816-3490		
Work Email: pillyp@phsc.edu			Other Phone:		
Assistant Name: Patricia Drake			Assistant Title: Exec. Admin		
Assistant Email: drakep@phsc.edu			Assistant Phone: (727) 816-3491		
Preferred Method of Contact: <input type="checkbox"/> Home Phone <input type="checkbox"/> Cell Phone <input type="checkbox"/> Personal Email <input checked="" type="checkbox"/> Work Phone <input checked="" type="checkbox"/> Work Email <input type="checkbox"/> Other: _____					
Please choose the industry sector that best fits your business/organization:					
<input type="checkbox"/> Accounting/Finance <input type="checkbox"/> Agriculture <input type="checkbox"/> Arts and Culture <input type="checkbox"/> Bio Tech <input type="checkbox"/> Communications <input type="checkbox"/> Construction <input checked="" type="checkbox"/> Education		<input type="checkbox"/> Government <input type="checkbox"/> Healthcare <input type="checkbox"/> Hospitality/Tourism <input type="checkbox"/> Insurance <input type="checkbox"/> Manufacturing <input type="checkbox"/> Social Services		<input type="checkbox"/> Real Estate <input type="checkbox"/> Retail <input type="checkbox"/> Utilities <input type="checkbox"/> Union <input type="checkbox"/> Wholesale <input type="checkbox"/> Other: _____	



DEMOGRAPHIC DETAILS

The following information is requested to assist CareerSource Pasco Hernando in complying with Board diversity and representation requirements as mandated by the Workforce Innovation and Opportunity Act, Florida Statute 445.007(1), and CareerSource Florida's Administrative Policy 091.

<p>Gender:</p> <p><input checked="" type="checkbox"/> Male</p> <p><input type="checkbox"/> Female</p>	<p>Race/Ethnicity:</p> <p><input type="checkbox"/> White (not Hispanic)</p> <p><input type="checkbox"/> Black/African American (not Hispanic)</p> <p><input type="checkbox"/> White and Hispanic</p> <p><input type="checkbox"/> Black and Hispanic</p> <p><input checked="" type="checkbox"/> Other</p>	<p>Other:</p> <p><input type="checkbox"/> Disabled Individual</p> <p><input type="checkbox"/> Older Individual</p> <p><input type="checkbox"/> Veteran</p>
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Collaborative and confident leader committed to contributing to organizational performance and development.

Academic Leader with several years of experience in higher education, including administration and faculty roles. Provide leadership, oversight, and direction to office staff, faculty, and adjunct faculty. Accustomed to working with diverse populations and building sustainable relationships with strategic partners, elected officials, and the community. Proven track record of improving enrollment and managing grants of more than \$10 mil. Demonstrate a high degree of enthusiasm, ingenuity, and dedication to exceeding goals.

Core Competencies

- Analytical & Reasoning Skills
- Problem-Solving
- Effective Communicator
- Dependable
- Initiative
- Good Judgment
- Organizational Skills
- Certified in Quality Matters
- Interpersonal Skills
- Change Management
- Creativity
- Reliable

Accomplishments

- Effective at increasing overall enrollment for the areas supervised.
- Proven ability to turn around failing grants and academic areas within the institution.
- Established working relationships with the League of City Mayors and IRSC.
- Developed a working relationship with 8 International Universities in the IBSEN Network.

Awards

- Recipient of the 2021 National Institution of Staff and Organizational Development (NISOD) Excellence Award.
- Recipient of the 2021 Leadership Saint Lucie County Class of 38 award.

Professional Experience

Pasco-Hernando State College, New Port Richey, FL
Vice President of Academic Affairs, CAO

2025 to Present

Manage personnel, including staff, faculty, adjunct faculty, and part-time staff. Manage Academic Affairs office's Fund 1 general budget. Implement policies and procedures to improve and enhance core objectives. Administer performance evaluations, budgets, and grants for Academic Affairs. Meet with critical stakeholders to create programming based on local needs.

- Provide leadership and oversight for the area of Academic Affairs including recruitment, selection, supervision, and management.
- Administration of the overall quality of academic programs.
- Oversee all academic policies and procedures adhering to state, federal and accrediting body policies.
- Implement curricula and instructional methods based on community needs assessment
- Aligning academic pathways to create a seamless transition for students in the 2 plus 2 pathways.
- Confer with Deans regarding course offerings, recruitment, retention, and completion strategies

Indian River State College, Fort Pierce, FL
Associate Vice-Provost of Academic Affairs

2023 to Present

Manage personnel, including staff, faculty, adjunct faculty, and part-time staff. Manage Provost's office's Fund 1 general budget. Implement policies and procedures to improve and enhance core objectives. Administer performance evaluations, budgets, and grants for Academic Affairs. Meet with critical stakeholders to create programming based on local needs.

- Provide strategic counsel to the Provost regarding Academic Affairs.
- Ensure program quality leading to student success and support.
- Establishing and executing Academic Affairs priorities in line with the Mission and Vision of IRSC.
- Functions as the primary point of contact for all Career Technical Education within Academic Affairs.
- Administration and budgetary support for areas such as Liberal Arts, School of Science, School of Education, Adult Education, Learning Resources, Institute for Academic Excellence, Curriculum Support, Articulation and Partnerships, Workforce Education and Development, Health Science, School of Nursing, Public Service Education, School of Business, Advance Technology, the Northwest Center and IRSC Online.
- Supports the Provost in establishing and communicating educational performance standards.
- Lead administrator for all grants under the purview of Academic Affairs.
- Confer with Deans regarding course offerings, recruitment, retention, and completion strategies.
- Review materials to be included in college catalog and Faculty Handbooks.

Indian River State College, Fort Pierce, FL
Dean of Business Division

2018 to 2023

Manage 100+ personnel, including full-time faculty, staff, adjunct faculty, and part-time staff. Manage the Florida Small Business Development Center (SBDC) at the college and oversee and manage over \$10 million in grant budgets for Perkins V, Adult Education, ESOL, IET, GEER, Cybersecurity, iConnect, EARN, CCAMPIS, SBDC, Open Door. Manage over \$5 million in Fund 1 general budget. Implement policies and procedures to improve and enhance core objectives. Hire and train faculty to prepare for teaching courses to a diverse population of students from varying demographics. Administer faculty performance evaluations, budgets, and grants for the Division. Meet with critical stakeholders to create programming based on local needs.

- Completed audits for a Perkins V grant, and Adults Education grant successfully.
- Secured \$480K loan assistance through the Cares Act, expanding the local community economy.
- Met community and industry needs by providing workforce-based education short-term certificates.
- Added value to student education by establishing the Bloomberg Finance Lab to issue BMC certifications, while working on establishing the Entrepreneurship Lab for Innovation at IRSC.
- Under my supervision, received award for being top online Business Administration and Information Systems Baccalaureate degrees in the nation.
- Collaborated meaningfully with all departments and stakeholders in the Institution to develop the Logistics Certificate to meet workforce needs.

Indian River State College, Fort Pierce, FL
Director of Business Technology Division

January 2018 to July 2018

Led curriculum, scheduling, and oversaw faculty and staff. Supervised 50+ faculty and staff, including full-time, adjunct, and other staff. Developed, administered, and adhered to established budget. Complied with state financial and performance program reporting requirements.

- Increased division enrollment.
- Assisted the Dean in strategic goals and program development.

Indian River State College, Fort Pierce, FL
Department Chair – School of Business

August 2017 to January 2018

Supervised and constructed schedules for 20 adjunct and full-time faculty members. Resolved student issues and complaints regarding course grades or adjunct faculty.

- Initiated and created curriculum for associate and baccalaureate courses in the School of Business.
- Met objectives by collaborating with the curriculum development team.
- Developed and implemented a new course in Softskills based on the recommendation of industry partners.
- Reviewed and updated Program Learning Outcomes (PLO's) and Course Learning Outcomes (CLO's)

Czech University of Life Sciences, Prague, Czech Republic
Visiting Professor

March 2015 to Present

Conducting annual lectures in Marketing Logistics for graduate students seeking a Master of Business Administration. Addressed a diverse graduate student population by developing a curriculum in Logistics incorporating American and European Marketing Strategies into the curriculum.

- Developed international cooperation with 8 International Universities and IRSC to develop Study abroad programs, International Internships, and Dual degrees.

Indian River State College, Fort Pierce, FL
Assistant Professor – School of Business

January 2015 to January 2018

Created curriculum and taught marketing and management courses at the associate and baccalaureate degree levels. Developed course curriculum following Quality Matters (Q.M.) standards for online, blended, and traditional classrooms. Co-Advisor to the DECA student club – Awarded First Year Advisor of the Year.

- Appointed Chair for the School of Business Advisory Board.
- Served as Co-Chair of a Student Completion Workgroup.
- Member of the Mission Statement Workgroup.

Additional Experience

Adjunct Faculty, Indian River State College, Fort Pierce, FL
Self-Employed, B.L. International LLC, Port St. Lucie, FL
Teacher/Curriculum Developer, Florida Conference of SDA, Orlando, FL
Business/Educational Consultant, Self-Employed, India
Marketing/Sales Executive, Century Lamination Co. Ltd, India
Marketing Manager, Safir Enterprises Pte Ltd, India/Australia

Education

Ph.D. in Business Administration, 2012 - 2016 | Northcentral University, Prescott Valley, AZ
Master in Management, 2005 - 2007 | University of Phoenix, Phoenix, AZ
Bachelor of Science (BS) in Science, 1992 - 1995 | Berhampur University, Berhampur, India

Professional Affiliations

American Marketing Association, Member
Association of Florida Colleges, Member
Sigma Beta Delta – IRSC Chapter, Member
Golden Key International Honors Society, Member
Delta Mu Delta Honors Society – Lambda Eta Chapter of NCU, Member
Families of the Treasure Coast, Board Member

WEHR 100.7 FM, Board Member
Florida Department of Education (FLDOE) - Council on Workforce Education (CWE), Co-Chair
International Business Student Exchange Network (IBSEN), Contributing Member
Early Learning Coalition of Saint Lucie County – Executive Board Member
Youth Council of the Career Source Treasure Coast – Board Member
Career Source Research Coast – Board Member
Florida Chamber of Commerce, Future of Work – Board Member



Dr. Prashanth Pilly

Dr. Prashanth Pilly serves as the Vice President of Academic Affairs and Chief Academic Officer at Pasco-Hernando State College, where he provides leadership and oversight for all academic programs, policies, and faculty. An accomplished academic leader with extensive experience in higher education administration and instruction, he has a proven record of advancing student success, strengthening enrollment, and securing and managing grants exceeding \$10 million.

Throughout his career, Dr. Pilly has been recognized for his ability to build meaningful partnerships with community organizations, elected officials, and international institutions. He has led initiatives that align academic pathways with workforce needs, developed innovative programs to support regional economic growth, and received national recognition for excellence in teaching and leadership. His expertise in academic quality, program development, and strategic collaboration uniquely position him to contribute to the mission of the Pasco-Hernando Workforce Board.



September 17, 2025

Mr. Jerome Salatino
Pasco-Hernando Workforce Board Inc.
PO Box 6589
Spring Hill, FL 34611

Dear Mr. Salatino:

It is my privilege to nominate Dr. Prashanth Pilly to serve as a representative of Pasco-Hernando State College (PHSC) on the Pasco-Hernando Workforce Board. Dr. Pilly brings a wealth of experience, deep commitment to education and workforce alignment, and a clear motivation to advance the mission of the Board in serving the economic and employment needs of our region.

As Vice President of Academic Affairs/Chief Academic Officer, Dr. Pilly has consistently demonstrated leadership in building innovative pathways for students to transition from education to high-demand careers. His efforts have focused not only on equipping students with academic knowledge but also ensuring they acquire the technical and professional skills required by today's employers. His ability to forge strong partnerships with industry leaders, healthcare organizations, and community stakeholders exemplifies his dedication to bridging the gap between education and workforce readiness.

Dr. Pilly's motivation for serving on the Workforce Board stems from his passion for aligning educational programs with regional workforce priorities. He understands the critical role that collaboration plays in developing sustainable talent pipelines and is committed to supporting initiatives that enhance economic growth, strengthen employer partnerships, and expand opportunities for individuals in our community.

I am confident that Dr. Pilly's expertise, enthusiasm, and forward-thinking approach will make him an outstanding contributor to the Pasco-Hernando Workforce Board. His service will reflect PHSC's ongoing commitment to supporting workforce development across our region.

Thank you for considering this nomination. Please feel free to contact me directly should you require additional information.

Sincerely,

Eric S. Hall, Ed.D.
President

ESH/ab.

Excellence • Integrity • Success • Welcoming • Community

District Office • 10230 Ridge Road • New Port Richey, FL 34654 • 855.NOW.PHSC • phsc.edu

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PASCO COUNTY BOARD OF COUNTY COMMISSIONERS

West Pasco Government Center
 8731 Citizens Drive, Suite 340
 New Port Richey, FL 34654

Phone: (727) 847-8115
 Fax: (727) 815-7010

APPLICATION FOR ADVISORY BOARD/COMMITTEE/COMMISSION

Advisory Board/Committee/Commission you are applying for:

Career Source Pasco

Are you willing to be considered for an alternate Board/Committee/Commission Yes No

Are you a registered voter? (Need only answer if a requirement for the entity for which you are applying) Yes No

Name

Address

City State Zip

I reside in Commission District # (can be found on back of your Voter Registration Card)

Are you a Year Round Resident? Yes No

Do you reside in the unincorporated area? Yes No

If no, please indicate city:

Home Phone Work Phone Cell Phone

Email

Employer

Address

Occupation (if retired, please indicate)

Please list any governmental Advisory Boards/Committees/Commissions on which you currently serve

The Board of County Commissioners strives to ensure equal access for minorities and women to serve on advisory boards/committees/commissions. Completing this information will help the County Commissioners Office compile information needed to comply with Florida State Statutes 760.80.

African American Asian American American Woman
 Hispanic American Native American Other

For Office Use Only
 Received: _____ Entered: _____
 Meets Qualifications: Yes No Forwarded to Department: _____
 Acknowledgement Sent: _____ BOCC Mtg Date: _____ Action: _____
 Letter Sent: _____

APPLICATION FOR ADVISORY BOARD/COMMITTEE/COMMISSION

Complete the following. *Please describe those facets of your background/experience which you feel may be useful for membership on this Board/Committee/Commission.*

Academic - Degrees, Diplomas

Masters in Management and a Ph.D in Business Administration

Professional - Certification

NA

Knowledge - Training, interest or experience

Over 30 years of industry and higher education experience

Community Involvement - List organizations/positions

WEHR 100.7 FM, Board Member
Florida Department of Education (FLDOE) - Council on Workforce Education (CWE), Co-Chair
International Business Student Exchange Network (IBSEN), Contributing Member
Early Learning Coalition of Saint Lucie County – Executive Board Member

Organizations - Memberships

IMPORTANT INFORMATION

1. Eligibility for membership on certain advisory boards/committees/commissions requires a valid voter registration card.
2. Membership on certain advisory boards/committees/commissions requires financial disclosure or the submission of other information.
3. Florida State Statute 119.07 designates this application as a public document to be made available for anyone requesting to view it.
4. Pasco County Code of Ordinances Article V regulates Boards, Committees, Authorities, Councils, and Commissioners of the Board of County Commissioners.

The Board of County Commissioners of Pasco County, Florida does not discriminate upon the basis of any individual's disability status. This non discrimination policy involves every aspect of the Board's functions including one's access to, participation, employment, or treatment in its programs or activities. If you are a person with a disability who needs any accommodation in order to participate in this proceeding, you are entitled, at no cost to you, to the provision of certain assistant. Within two working days of your receipt of this notice, please contact Human Resources, West Pasco Government Center, 7536 State Street, New Port Richey, FL 34654; (727) 847-8030 and via 1-800-955-8771 if you are hearing impaired.

By typing my name and submitting this application, I acknowledge this constitutes my signature under the Florida Electronic Signature Act.

Electronic Signature **Type Name** **Date**

PLEASE NOTE: Application will remain active for one (1) year. Resumes may be included; however, the application MUST still be completed. **Read Important Information** section, then sign the application.

Revised 5/9/2018

Email Form

Prashanth Pilly

pillyp@phsc.edu

Submission Date Jan 12, 2026 12:34 PM

Full Name: Prashanth Pilly

Business/ Organization Name: Pasco-Hernando State College

Years in Operation: 53

Title/Role in Business: Vice President of Academic Affairs/CAO

Is your business primarily virtual (operating online or remotely)?:

No – Primarily in-person/on-site

Business Address: 10230 Ridge Road
New Port Richey, FL, 34654

Phone Number: (727) 816-3490

E-mail: pillyp@phsc.edu

Business Website: <https://phsc.edu/>

Number of Employees (local and total): 700

Briefly describe your business and the services/products you provide:

PHSC is the Public Higher Education Institution under the Florida College System

Why are you interested in becoming involved with the Pasco-Hernando Workforce Board:

PHSC offers many workforce programs and is an Eligible Training Provider

Are there specific areas of the workforce system you're passionate about (e.g., youth development, training programs, business services, policy)?:

Policy and training programs

Are you currently serving on any other boards, councils, or advisory groups? If so, please list them:

Pasco EDC Economic Policy Council

Is there anything else you'd like us to know about you or your business:

NA

ACTION ITEM 4

Local Workforce Development Area Subsequent Designation

Under the Workforce Innovation and Opportunity Act (WIOA) (Pub. L. 113-128), the Governor is required to designate local workforce development areas in consultation with the State Workforce Board (SWB), local chief elected officials (CEOs), and Local Workforce Development Boards (LWDBs).

Local workforce development areas that receive an initial designation are eligible for subsequent designation if, during the two most recent program years, the area has demonstrated successful performance, sustained fiscal integrity, and—if part of a planning region—compliance with regional planning requirements as outlined in WIOA Section 106(c)(1).

Performed Successfully

For purposes of subsequent designation, “performed successfully” means the local workforce development area met or exceeded the adjusted levels of performance for the primary indicators of performance for the last two consecutive years for which data are available and did not fail the same performance measure for two consecutive program years.

Sustained Fiscal Integrity

“Sustained fiscal integrity” means that, for all program years, the U.S. Secretary of Labor has not issued a formal determination that the grant recipient or administrative entity misspent funds due to willful disregard of requirements, gross negligence, or failure to comply with accepted standards of administration during the two-year period preceding the determination.

Having met the requirements outlined above, the application for subsequent designation is presented for review and approval by the Board Chair and the Hernando and Pasco Hernando Workforce Development Consortium (Chief Local Elected Official). Upon full execution, the application will be submitted to the State via email.

CONSIDERATION

Staff recommends approval of the application for subsequent local workforce development area designation for the specified designation period. Upon approval, the request will be presented to the Pasco Hernando Workforce Development Consortium, then submitted to Florida Commerce for final approval.

Request for Subsequent Local Workforce Development Area Designation

Name of Local Workforce Development Area: CareerSource Pasco Hernando

Name of Contact Person: Brenda Gause

Phone Number: 352 593-2226

Title: Chief Operations Officer

**Email Address:
bgause@careersourcepascohernando.com**

Date of Request: March 23, 2026

Local workforce development areas that receive an initial designation will be granted a subsequent designation if, for the two most recent program years, the local workforce development area performed successfully and sustained fiscal integrity.

Performed Successfully

The term “Performed Successfully” means the local workforce development area met or exceeded the identified levels of performance for primary indicators of performance for the last two consecutive years for which data are available, and the local area has not failed the same individual measure for the last two consecutive program years.

Sustained Fiscal Integrity

The term “Sustained Fiscal Integrity” means that the Secretary of Labor has not made a formal determination, during either of the last two consecutive years preceding the determination regarding such integrity, that either the grant recipient or the administrative entity of the local workforce development area has mis-expended funds provided.

LOCAL AREA LEVELS OF PERFORMANCE

For subsequent designation of local workforce development areas, the local area must include the local negotiated levels of performance and actual levels of performance for the two program years (PY) for which data are available prior to the program year for which designation is requested.

Name of Local Workforce Development Area:				
Measures	Negotiated	Actual	Negotiated	Actual
	PY: <u>23-24</u>	PY: <u>23-24</u>	PY: <u>24-25</u>	PY: <u>24-25</u>
Adult				
Employed 2 nd Quarter After Exit	92.50	93.70	87.20	92.20
Median Wages 2 nd Quarter After Exit	\$9,600	\$13,000	\$10,582	\$11,440
Employed 4 th Quarter After Exit	89.00	92.20	84.10	91.6
Credential Attainment Rate	85.40	96.20	84.8	92.2
Measurable Skill Gains	63.20	77.40	69.3	73.8
Dislocated Worker				
Employed 2 nd Quarter After Exit	86.00	88.50	85.3	76.1
Median Wages 2 nd Quarter After Exit	\$9,099	\$10,080	\$8,404	\$11,361
Employed 4 th Quarter After Exit	83.10	92.40	79.70	78.2
Credential Attainment Rate	92.90	94.40	90.2	91.7
Measurable Skill Gains	56.00	77.10	77	71.1
Youth				
Employed 2 nd Quarter After Exit	76.9	80.60	79	71.8
Median Wages 2 nd Quarter After Exit	\$5,314	\$5,351	\$3,012	\$4,094
Employed 4 th Quarter After Exit	88.1	82.90	75.3	79.7
Credential Attainment Rate	90.8	92.60	94.4	84.1
Measurable Skill Gains	73.9	70.50	85.7	94.4
Wagner-Peyser				
Employed 2 nd Quarter After Exit	58.50	66.20	60.9	64.5
Median Wages 2 nd Quarter After Exit	\$5,889	\$7,622	\$6,992	\$6,992
Employed 4 th Quarter After Exit	58.50	65.0	56.5	56.5

CERTIFICATION AND APPROVAL OF REQUEST

By signing below, the local workforce board chairperson and chief local elected official certify that the local area has performed successfully and sustained fiscal integrity for subsequent designation of the existing local area.

Local Workforce Development Board Chairperson	
Name: Charles Gibbons	
Signature:	
Date:	

Chief Local Elected Official	
Name: John Allocco, PHWD Consortium Chair	County: Pasco and Hernando
Signature:	
Date:	

Chief Local Elected Official	
Name:	County:
Signature:	
Date:	

Chief Local Elected Official	
Name:	County:
Signature:	
Date:	

Chief Local Elected Official	
Name:	County:
Signature:	
Date:	

Chief Local Elected Official	
Name:	County:
Signature:	
Date:	

Chief Local Elected Official	
Name:	County:
Signature:	
Date:	

The completed request and certification page(s) must be submitted to: LWDBGovernance@commerce.fl.gov.

LWDB Composition List Tool
Program Year (PY) - To be Completed by the LWDB

Date Completed:		2/24/2026		LWDB: 16- CareerSource Pasco Hernando			
Name of Board Memb	Position on Board	Term of Appointment	Appointment Date	Name of Member's Business, Company, or Employer and Title or Position	REPRESENTATION CATAGORY	REPRESENTATION Primary	REPRESENTATION Secondary (Optional)
<p>Complete the Board of Directors template below. Include current board members at the time this document is completed including vacant seats, if applicable. In the Representation columns, you must choose an option from the drop-down menu. If a board member has more than one affiliation, select the additional representation category from Column H. Reminder that at least 20% of members must be representatives from workforce and over 50% are required to be from businesses in the local area. Please note: <i>Providing a reference to website will not satisfy this request</i> .</p>							
Charles Gibbons	Board Chair	07/01/2021-06/30/2029	7/1/2021	Keiser University Campus President	BUSINESS	REQUIRED: Business	
Joelle Neri	Vice Chair	07/01/2021-06/30/2029	7/1/2021	The Angelus, Inc. CEO	BUSINESS	REQUIRED: Small Business	
Mark Earl	Treasurer/ Secretary	07/01/2021-06/30/2029	7/1/2021	Wal-Mart Digital Operations Lead	BUSINESS	REQUIRED: Business	
Turner Arbour	Member	07/01/2021-06/30/2029	7/1/2021	Pasco Economic Development Council Senior Economic Development Manager	ECONOMIC DEVEOPMENT	REQUIRED: A representative from an economic and community development entity	
Keven Barber	Member	07/01/2021-06/30/2029	7/1/2021	Iron Workers Local 397 President/Business Agent	WORKFORCE	REQUIRED: Joint labor-management, or union affiliated, registered apprenticeship program	
Cindy Bray	Member	04/03/2025-06/30/2029	4/3/2025	Hope Services, Inc. Founder & CEO	WORKFORCE	OPTIONAL: A representative of a community-based organization with expertise in addressing the employment, training or education needs of individuals with barriers to employment, including organizations that serve veterans or provide or support competitive integrated employment for individuals with disabilities	
Dana Cutlip	Member	07/01/2021-06/30/2029	7/1/2021	Cutlip Financial Insurance Services Owner, Insurance Agent	BUSINESS	REQUIRED: Small Business	
Cami Leech Florio	Member	10/07/2024-06/30/2030	10/7/2024	Main Spring Pilates and Wellness, Inc. President	BUSINESS	REQUIRED: Business	
Robert Fuerst	Member	10/07/2024-05/23/2030	10/7/2024	IAFF Local 4420 VP	WORKFORCE	REQUIRED: Labor Organization	
Beth Galic	Member	09/05/2023-06/30/2031	9/5/2023	Bay Area Manufacturers Association Executive Director	BUSINESS	REQUIRED: Business	
Lindsey Hack	Member	05/09/2023-05/08/2031	5/9/2023	Spherion Staffing & Recruiting Sr. Business Development & Local Partner	BUSINESS	REQUIRED: Business	
Timothy Hellmers	Member	08/26/2025-06/30/2031	8/26/2025	Department of Veteran's Affair- James A. Haley VA Health System Specialist	WORKFORCE	OPTIONAL: A representative of a community-based organization with expertise in addressing the employment, training or education needs of individuals with barriers to employment, including organizations that serve veterans or provide or support competitive integrated employment for individuals with disabilities	
John Howell	Member	07/01/2021-06/30/2029	7/1/2021	Division of Vocational Rehabilitation Area Director	ECONOMIC DEVEOPMENT	REQUIRED: A representative from Vocational Rehabilitation or Blind Services	
Hope Kennedy	Member	07/01/2021-06/30/2029	7/1/2021	North Tampa Bay Chamber President/CEO	BUSINESS	REQUIRED: Business	
Nils Lenz	Member	07/01/2021-06/30/2029	7/1/2021	B&N Lenz Enterprises Owner/ Enrolled Agent	BUSINESS	REQUIRED: Business	
Paul Micklow	Member	05/23/2023-05/22/2031	5/23/2023	Amerikay Locksmith Owner	BUSINESS	REQUIRED: Business	
Lee Middleton	Member	06/07/2022-06/06/2030	6/7/2022	Plumbers, Pipefitters, & HVAC Technicians LU 123 Training Director	WORKFORCE	REQUIRED: Labor Organization	
Tom Mudano	Member	08/08/2023-06/30/2031	8/8/2023	AmSkills, Inc. President and CEO	EDUCATION & TRAINING PROVIDER	REQUIRED: Representative from an institution of higher education providing workforce investment activities (PRIVATE)	
Stefanie Pontlitz	Member	08/26/2025-04/11/2030	8/26/2025	Pontlitz Asset Advisors Chief Operating Officer	BUSINESS	REQUIRED: Business	
Lori Romano	Member	02/07/2023-02/06/2031	2/7/2023	Pasco County Schools Chief Operations Officer	EDUCATION & TRAINING PROVIDER	REQUIRED: Eligible training provider administering adult education and literacy activities (PUBLIC)	
Gary Steele	Member	03/11/2024-06/30/2030	3/11/2024	Withlacoochee River Electric Cooperative, inc. Manager of Member Relations	BUSINESS	REQUIRED: Business	
Vacant	Member				EDUCATION & TRAINING PROVIDER	REQUIRED: Representative from an institution of higher education providing workforce investment activities (PUBLIC)	

ACTION ITEM 5

Extension to Remain a Direct Services Provider

In 2008, after the passage of Senate Bill 428, regional workforce boards were authorized to apply to serve as providers of direct services. CareerSource Pasco Hernando (CSPH) elected to apply, and its request was approved by the Board of Directors, Chief Elected Officials, the Florida Department of Economic Opportunity (now FloridaCommerce), CareerSource Florida, and the Governor.

CSPH first applied to be a Direct Services Provider in 2009, and the request was granted. Subsequent extensions have been requested and approved at the required intervals. By eliminating the external provider model, CSPH reduced administrative costs, improved service coordination, and enhanced customer service delivery.

Any Local Workforce Development Board wishing to operate as a direct provider of workforce services (other than training services) must formally request approval to do so and continue to indicate this designation in its local service delivery plan. This request is required every three years, unless otherwise instructed by the State. The formal process is initiated by submitting a request stating whether the region seeks to extend its designation as a direct provider of workforce services (other than training services).

CSPH is required to submit an extension request every three years to maintain its designation as a Direct Services Provider. CSPH seeks to continue operating under the same service delivery model that has demonstrated strong performance, fiscal integrity, and improved customer outcomes.

Key outcomes supporting continuation include:

- CSPH consistently maintains one of the lowest costs per placement in the State of Florida.
- CSPH has performed successfully and sustained fiscal integrity for the previous two program years.
- Operating Resource Rooms, Business Services, and Employment Support functions in-house for more than 15 years has improved service integration and responsiveness.
- CSPH continues to perform in the top quartile on Wagner-Peyser measures, including entered employment.
- Veteran entered employment outcomes remain among the top-performing regions.
- Reemployment Services and Eligibility Assessment (RESEA) outcomes continue to rank among the highest in the state.
- In-house management of OJT, IWT, and work-based learning programs has expanded opportunities for job seekers and employers while improving performance outcomes.

Maintaining direct service delivery ensures:

- Cost efficiency and reduced administrative overhead
- Improved coordination across programs and partners
- Enhanced customer experience and service continuity
- Strong internal controls and performance accountability

CONSIDERATION

Staff recommends approval to extend CareerSource Pasco Hernando's designation as a Direct Services Provider for the period July 1, 2026, through June 30, 2029. Upon approval, the request will be forwarded to the Pasco-Hernando Workforce Development Consortium and submitted to Florida Commerce for final approval.



Request to Extend Designation as a Direct Provider of Workforce Services

In 2008, with the passage of Senate Bill 428, which modified Chapter 445 of the Florida Statutes, regional workforce boards were authorized to request designation as direct providers of workforce services (other than training services). CareerSource Pasco Hernando (CSPH) requested and received authorization to be designated as a direct provider of workforce services in 2009. Subsequent three-year extensions were requested and approved in accordance with state requirements.

Currently, CSPH requests an extension for the period of July 1, 2026, through June 30, 2029. Upon approval, the following modifications will be incorporated into the Local Workforce Plan.

- 1. A review of how the provision of direct services during the prior period fit the business model that the Local Workforce Development Board (LWDB) proposed in its original request, and any proposed changes in the business model or the particular workforce services the LWDB intends to provide during the extension period.**

During the prior designation period, CareerSource Pasco Hernando served as the direct provider of workforce services for the Workforce Innovation and Opportunity Act (WIOA) Adult and Dislocated Worker programs; Wagner-Peyser Employment Services; Reemployment Services and Eligibility Assessment (RESEA); Temporary Assistance for Needy Families (TANF); Supplemental Nutrition Assistance Program Employment and Training (SNAP E&T); and employer services.

Effective July 1, 2025, CareerSource Pasco Hernando transitioned the Workforce Innovation and Opportunity Act Youth program to direct service delivery. Youth expenditures are not included in the historical cost comparison outlined in Section 7, as the transition occurred after the review period.

Services are delivered by staff located in CareerSource Pasco Hernando One-Stop centers throughout the Local Workforce Development Area (LWDA). This model allows for improved integration of services, streamlined customer flow, and coordinated service delivery to job seekers and employers.

CSPH's leadership structure includes the Chief Executive Officer, Chief Financial Officer, Chief Operations Officer, Director of Program Planning and Development, Business Services leadership, Center leadership, and program managers. Leadership meetings and cross-functional coordination provide oversight and guidance to ensure consistent service delivery and alignment with strategic priorities.

- 2. The effective date for when the extension would begin.**

The effective date for this extension will be July 1, 2026.

- 3. The period of time, not to exceed three years, for when the extension will be in effect.**

The extension is requested for the period of July 1, 2026, through June 30, 2029.

4. A review of the LWDB’s stated reasons in its previous request why the LWDB has decided to directly provide the workforce services, and an explanation of how it is in the best interest of the LWDB’s customers that the LWDB continue to provide these services.

In the previous request, CSPH noted that direct provision of workforce services reduces costs, improves service coordination, and ensures consistent staff training and performance standards. Continuing the direct service model allows CSPH to further enhance service delivery and improve outcomes for customers.

Direct delivery ensures:

- Improved coordination across programs
- Faster service delivery and reduced handoffs
- Expanded work-based learning opportunities
- Enhanced employer engagement
- Greater accountability and performance oversight

Maintaining direct service delivery is in the best interest of CSPH customers, partners, and the business community.

5. A review of the effectiveness of the firewall established by the LWDB to clearly separate existing roles as oversight body for the region’s workforce delivery system and its role as the operational services directly provided by the LWDB, and an explanation of changes to be made to the firewall.

The CareerSource Pasco Hernando (CSPH) Board of Directors establishes strategic priorities, policies, and performance expectations for the local workforce system. The Board and its committees provide oversight through regular review of performance reports, fiscal monitoring, and program outcomes to ensure the workforce system operates in compliance with federal and state requirements and aligns with regional workforce priorities.

To maintain a clear and effective firewall between oversight and operations, CSPH has implemented structural and procedural safeguards. Board members do not participate in daily service delivery activities, and staff responsible for policy development, monitoring, and oversight functions are not involved in the provision of direct services. This separation ensures that policy decisions, monitoring activities, and corrective actions remain objective and free from operational influence.

CSPH conducts routine internal monitoring to ensure compliance with Workforce Innovation and Opportunity Act (WIOA) requirements, Florida Commerce policies, and applicable federal and state regulations. Internal quality assurance processes include regular case file reviews, verification of eligibility determinations, documentation audits, and monitoring of performance indicators. Standardized quality assurance checklists are used to confirm that required documentation, case notes, and service activities meet established standards. Findings are reviewed by leadership, and corrective actions are implemented promptly to address deficiencies and strengthen service delivery.

In addition to internal monitoring, CSPH engages independent third-party monitoring and external oversight to ensure transparency and accountability. Programs are subject to periodic reviews by Florida Commerce, external auditors, and contracted monitoring entities, which evaluate fiscal integrity, program compliance, and performance outcomes. CSPH leadership reviews monitoring results, develops corrective action plans when necessary, and tracks resolutions to ensure continuous improvement and sustained compliance.

Center leadership and program managers provide direct supervision of staff and are responsible for daily operations and performance outcomes. Leadership meets regularly to review performance data, address



system improvements, and ensure service quality. This includes reviewing REACH Act performance indicators, cost efficiency metrics, and program outcomes to maintain alignment with state accountability measures.

This multilayered oversight structure, combining Board governance, internal quality assurance, and third-party monitoring, has proven effective in maintaining a clear separation between oversight and operational activities while promoting transparency, accountability, and continuous improvement across the CSPH workforce system.

6. An identification of the grant program(s) that fund the workforce service delivery model.

- Workforce Innovation and Opportunity Act (WIOA) Adult
- Workforce Innovation and Opportunity Act (WIOA) Dislocated Workers
- Temporary Assistance for Needy Families (TANF)
- Supplemental Nutrition Assistance Program (SNAP)

The Wagner-Peyser and Veterans program staff are a vital part of the team and are employed by Florida Commerce. Functional supervision of Florida Commerce staff is provided jointly by the Workforce Manager and the Florida Commerce Jobs and Benefits HR Administrator.

7. An analysis of the costs of the services that documents the actual reduction in costs with the LWDB providing the services rather than contracting that service to another provider, and an estimate of such costs and savings for the upcoming period.

CareerSource Pasco Hernando (CSPH) has analyzed the cost of direct workforce service delivery compared to a model in which these services are contracted to an external provider.

Contracted services are direct costs, meaning the direct administration of the funds are considered direct costs, and contracted service providers would be reimbursed under an approved Indirect Cost Rate (ICR). CSPH’s federally approved ICR has ranged between 12 percent and 14.72 percent in recent years. For the purposes of this analysis, a 12 percent average ICR was applied to estimated contracted expenditures to reflect the typical indirect cost burden that would be charged under a contracted model.

The analysis reflects historical expenditures for Adult and related workforce programs operated in-house by CSPH. WIOA Youth services were contracted during the historical review period; therefore, historical expenditure and savings data exclude Youth services from 2022–2023 through 2024–2025.

For the historical three-year period, total direct expenditures for included programs were \$23,466,914. Application of a 12 percent estimated indirect cost to projected contracted amounts results in estimated indirect costs of \$2,816,030. The in-house delivery model resulted in estimated cost savings of \$1,474,729 over this period, representing an approximate 17.00 percent reduction in costs compared to an externally contracted model.

		2024-	Local		Estimated		%
2022-2023	2023-2024	2025	Admin	TOTAL	Contracted	Savings	Savings
					Indirect		



	Total Expenditures					0.12			
WIOA Services	2,740,491	2,289,983	2,878,380	455,038	7,908,854	949,062	494,024	21.57%	
TANF	2,012,345	1,935,219	1,857,552	467,048	5,805,116	696,614	229,566	11.86%	
SNAP	167,659	164,859	87,303	38,408	419,821	50,379	11,971	7.26%	
Other (WP, RESEA, NEG, NCPEP)	3,192,109	2,706,014	3,435,001	380,806	9,333,124	1,119,975	739,169	27.32%	
WIOA Youth	Contracted Out	Contracted Out							
TOTALS	8,112,604	7,096,074	8,258,236	1,341,300	23,466,914	2,816,030	1,474,729	17.00%	

Estimated level expenditures for the next three-year period (Program Years 2025–2026 through 2027–2028), exclusive of Youth, total \$25,007,799. Applying a 12 percent estimated indirect cost to these projected contracted expenditures results in estimated indirect costs of \$3,000,936. The projected cost savings over the next three-year period for continued in-house delivery are \$1,590,019, representing approximately 15.73 percent savings compared to a contracted service cost model.

Potential Savings	2025-2026	2026-2027	2027-2028	Local Admin	TOTAL	Estimated Contracted Indirect	Savings	% Savings
WIOA Services	2,878,380	2,878,380	2,878,380	496,825.42	8,635,140	1,036,217	539,391	18.74%
TANF	1,857,552	1,857,552	1,857,552	448,345.55	5,572,656	668,719	220,373	11.86%
SNAP	165,000	165,000	165,000	45,285.89	495,000	59,400	14,114	8.55%
Other (WP, RESEA, NEG, NCPEP)	3,435,001	3,435,001	3,435,001	420,460.19	10,305,003	1,236,600	816,140	23.76%
TOTAL	8,335,933	8,335,933	8,335,933	1,410,917	25,007,799	3,000,936	1,590,019	15.73%

8. A review of any other realized improvement to service delivery and performance outcomes, and description of anticipated improvements.

As outlined above, providing direct services has enabled CareerSource Pasco Hernando (CSPH) to achieve measurable improvements in business services coordination, continuity of operations, professionalism, customer service delivery, communication, and overall system performance. A unified,



region-wide approach to business engagement, outreach, and community partnerships has strengthened coordination of services to employers and reduced duplication of outreach efforts. By delivering services directly rather than through multiple contracted providers, CSPH ensures that employers receive consistent messaging and streamlined access to workforce solutions, improving employer satisfaction and increasing regional business penetration.

The centralized structure of CSPH's Business Services team has enhanced relationships with employers and improved job referral processes, resulting in expanded work-based learning opportunities and stronger alignment with regional workforce needs. Close collaboration between Business Services staff and career center teams has increased the availability of On-the-Job Training (OJT), Incumbent Worker Training (IWT), work experience (WEX), and apprenticeship pathways. Direct service delivery enables CSPH to respond more rapidly to employer needs, align training investments with in-demand occupations, and support long-term employment outcomes for participants.

As the direct provider of services, CSPH has significantly improved the frequency, consistency, and quality of staff training. The transition to program-led training coordination has ensured that staff receive timely, role-specific instruction while maintaining consistent service standards across centers. This coordinated approach allows information to be distributed quickly and uniformly, resulting in greater continuity of services for both employers and job seekers. Staff benefit from ongoing professional development, including Workforce Professional Tier I certifications and continuing education opportunities, which strengthen service quality and compliance with state and federal requirements.

Direct service delivery also supports cross-program training that benefits multiple service areas, including case management practices, customer engagement, assessments, goal setting, and effective communication. Hands-on training in Employ Florida and related systems equips staff — including Florida Commerce partners — with the tools necessary to provide efficient, high-quality assistance to customers. This integrated training approach ensures that customers receive consistent guidance regardless of program entry point.

CSPH's investment in technology and integrated systems has further enhanced communication and operational efficiency. The use of SharePoint, Microsoft 365, and cloud-based document management systems enables staff to access policies, procedures, forms, reports, and schedules in real time, improving coordination across centers and reducing delays in service delivery. Electronic document management, e-signature capability, and digital case files have reduced paper usage, improved record accessibility, and strengthened compliance with documentation requirements. These systems also support remote service delivery and workload distribution across centers, ensuring timely case management and continuity of services.

Direct communication channels enabled by centralized systems allow CSPH leadership to disseminate information quickly during emergencies or operational changes, ensuring staff remain informed and services continue without disruption. This level of coordination would be significantly more complex under a subcontracted service model.

CSPH has expanded customer access through online tools and virtual service options. Online inquiry forms, digital intake processes, and appointment scheduling platforms allow job seekers, employers, schools, and community partners to connect directly with CSPH staff for eligibility screening, job search assistance, and training guidance. These tools improve accessibility and customer convenience while enabling staff to manage follow-up services more effectively.



Direct service delivery also strengthens CSPH's quality assurance and performance monitoring processes. CSPH conducts regular case reviews and utilizes Florida Commerce monitoring tools to identify trends, ensure compliance, and implement corrective actions when necessary. Standardized quality assurance checklists and internal monitoring procedures help ensure that required documentation, eligibility determinations, and case notes meet state and federal standards. This proactive approach supports continuous improvement and reinforces CSPH's sustained fiscal integrity and strong performance outcomes.

CSPH's direct service model contributes significantly to efficiency and return on investment under the State of Florida's REACH Act accountability framework. For Program Year 2024–2025, CSPH achieved an efficiency ratio of 159.07 percent, demonstrating that the region generated placements at a rate substantially exceeding its proportional share of statewide funding. During this period, CSPH managed 3.56 percent of statewide funding while producing 5.67 percent of statewide placements, reflecting a strong return on investment and effective stewardship of public funds. CSPH's cost-per-placement of \$2,434.63 further illustrates its cost efficiency relative to peer regions.

For Program Year 2025–2026 (Q1 baseline), CSPH maintained strong efficiency with an efficiency ratio of 134.61 percent, continuing to produce placements above its funding share while maintaining a competitive cost-per-placement of \$2,613.41. These metrics demonstrate CSPH's ability to sustain high performance despite funding fluctuations and evolving workforce demands, reinforcing alignment with REACH Act performance measures and letter-grade outcomes.

CSPH continues to exceed the Individual Training Account (ITA) expenditure requirement of 50 percent for WIOA Adult and Dislocated Worker programs, demonstrating a strong commitment to training investments that support long-term employment and wage gains. Direct service delivery enables CSPH to align training expenditures with regional demand occupations and employer needs, further strengthening return on investment and workforce system effectiveness.

Through these coordinated improvements in business services, staff training, technology integration, customer access, quality assurance, and cost efficiency, CSPH has strengthened service delivery and enhanced performance across programs. Maintaining its designation as a Direct Services Provider ensures continued operational efficiency, improved customer outcomes, strong return on investment, and sustained alignment with state performance expectations and REACH Act accountability standards.

9. Documentation that the public was provided a meaningful opportunity for review and comment on the proposed extension for a period not less than 10 days. Any submitted comments must be included.

A Notice for Public Comment, along with a draft of this request, will be made available for public review for a period of not less than ten (10) days on the CSPH website.

The draft will be distributed to:

- Pasco Hernando Workforce Development Consortium
- CSPH Board Members
- Community partners and stakeholders

Submitted comments will be reviewed and included with the final extension request.



10. Documentation that the Chief Elected Official has agreed to the planned extension.

Signature page follows.

Questions may be directed to Brenda Gause at (352) 593-2226 or bgause@careersourcepascohernando.com.

INFORMATION ITEM 1
Minutes from January 15, 2026, Executive Committee Meeting

Pursuant to Section 6 of Article VII of the Bylaws, all action by the Executive Committee shall be reported to the Board of Directors at its meeting next succeeding such action.

The following item is presented for the Board's information.

No action is required.

Executive Committee Meeting Minutes - DRAFT
January 15, 2026 – 10:00 a.m.

Committee Members

Present: Mark Earl, Charles Gibbons, Aaron Deberry

Absent: Paul Micklow, Joelle Neri

Quorum Present: Yes

Others Present:

PHWB Staff – Nicole Beverley, Brenda Gause, Theresa Miner, Kenneth Russ,
Jerome Salatino, Jessica Weightman, Ania Williams

Hogan Law Firm: Jarrod Prater

Proceedings:

Meeting called to order at 10:01 a.m. by Chair, Charles Gibbons

Public Comments

No public comments were received.

Action Item 1 – Minutes from August 14, 2025, Executive Committee Meeting

Charles Gibbons asked the Committee members to review the minutes from August 14, 2025, Executive Committee meeting for any corrections or comments. Hearing none, a motion was made to accept the minutes of the meeting.

MOTION was made by Mark Earl to approve the minutes.

MOTION was seconded by Aaron Deberry. MOTION carried 3-0.

Action Item 2 – Approval of Revised Financial Policies and Procedures Manual

Committee members reviewed the Pasco-Hernando Workforce Board, Inc. Financial and Procurement Policies and Procedures Manual was updated to ensure full alignment with current FloridaCommerce requirements and guidance.

MOTION was made by Mark Earl to approve the updated Pasco-Hernando Workforce Board Inc. Financial and Procurement Policies Manual with an effective date of July 1, 2025.

MOTION was seconded by Aaron Deberry. MOTION carried 3-0.

Action Item 3 – Approval of CSPH New Policies and Revisions

Committee members reviewed the new and revised policies, which aligns with newly issued administrative policies and strengthens oversight and compliance for local workforce development boards. As CareerSource Florida and FloridaCommerce continue to issue new or revised policies,

CareerSource Pasco Hernando (CSPH) is responsible for ensuring consistency and compliance at the local level. Staff presented updated and new CSPH administrative policies adapted directly from CareerSource Florida—approved versions with local branding and local information incorporated. New policies presented for approval included the Standardization of Tools and Services Policy, the Staff Training and Credentialing Policy, and the Public Records – Retention and Disposition Policy. Revised procedures included the Supportive Services, Participant Incentives, and Operational Skills Training Procedure; the WIOA Youth Eligibility, Suitability, Enrollment, and Vendor Setup Procedure; and the Veteran Intake and Priority of Service Procedure, all updated to reflect current state and federal guidance and to strengthen documentation, training, and compliance requirements.

MOTION was made by Aaron Deberry to approve the presented new policies and revised policies.

MOTION was seconded by Mark Earl. MOTION carried 3-0.

Action Item 4 – Authorization for Pasco-Hernando Workforce Board, Inc. To Engage In Fundraising Activities

Committee members reviewed the request to authorize staff to engage in complaint fundraising activities, consistent with federal and state law, to receive future potential grants and donations that can be utilized to offer additional programs services and supportive services.

MOTION was made by Mark Earl to approve the authorization for staff to engage in complaint fundraising activities, consistent with federal and state law.

MOTION was seconded by Aaron Deberry. MOTION carried 3-0.

Action Item 5 – Approval to Submit PY 2022026 Individual Training Account (ITA) Waiver Request

Committee members reviewed the the request to submit the Individual Training Account Waiver Request to CareerSource Florida and the Florida Department of Commerce and approve the recommended ITA expenditure percentage request to be 35%.

MOTION was made by Aaron Deberry to approve staff to move forward with submitting the Individual Training Account Waiver Request for program 2025-2026 and 2026-2027 to CareerSource Florida and the Florida Department of Commerce.

MOTION was seconded by Mark Earl. MOTION carried 3-0.

Action Item 6 – Training Provider Agreement – Center for Technology Training

Committee members reviewed the request to approve staff to complete a revised Training Provider Agreement or addendum, if necessary, for signature, by the Board, should due diligence confirm that CTT has reassigned or transferred its accounts receivable, allowing continued business under an approved structure.

MOTION was made by Mark Earl to approve staff to move forward with executing a new training



provider agreement or addendum with CTT, if due diligence confirms that CTT has reassigned or transferred its accounts.

MOTION was seconded by Joelle Neri. MOTION carried 3-0.

Information Item 1 – Financial Reports

Theresa Miner reviewed the Financial Reports for the period 07/01/2025 through 11/30/2025.

Discussion Item 1 – Officer Transitions

The Committee discussed the transitioning of committee officers.

With no further business to discuss, the meeting adjourned.



INFORMATION ITEM 2
Financial Reports

The following item is presented as information for the Board.

No action is required.

Pasco Hernando WFB 16
Statement of Activities -
Unposted Transactions Included
From 7/1/2025 Through 01/31/2026
(In Whole Numbers)

0

	Apprenticeship	Back to Work	Corporate	DVOP	HOPE-Navigator	WIOA - Sec Strategies & HOPE	LVER	NCPEP
Revenue								
Grant Revenue.	108,277	0	0	37,347	844	76,920	94,490	789,045
Other Revenue	0	206,104	0	0	0	0	0	0
Total Revenue	<u>108,277</u>	<u>206,104</u>	<u>0</u>	<u>37,347</u>	<u>844</u>	<u>76,920</u>	<u>94,490</u>	<u>789,045</u>
Expenditures								
Personnel	51,539	163,478	1,747	899	384	15,052	7,679	4,972
Staff Development / Training	0	0	0	0	0	0	0	0
Facilities	0	0	4,570	0	0	0	0	0
Equipment & Furniture	0	0	0	0	0	0	0	0
Accounting / Audit	178	947	963	7	16	61	60	24,827
Communications	63	243	0	840	0	3	914	0
Contracted Services	0	0	0	0	0	0	0	0
Insurance	0	0	251	0	0	0	0	0
Legal	0	0	0	0	0	0	0	0
Office Expenses	6	66	1,850	3	0	0	620	0
One Stop Operator	0	0	0	0	0	0	0	0
Software License renewals	62	1,213	2	3	0	32	56	7
Travel & Meeting	0	1,252	0	0	0	0	0	0
Program Expenses	0	25,038	5,282	0	0	40,899	0	803,637
Outreach	0	0	28,660	0	0	0	1,263	0
Indirect Costs	22,807	72,343	773	26,453	132	10,340	38,821	3,394
Program Costs Pool	23,774	75,411	806	9,247	150	10,778	27,826	1,742
Business Services Pool	0	0	0	0	0	8,661	2,686	1,574
One Stop Cost Pool	10,023	31,793	340	3,905	162	4,544	5,720	1,610
Total Expenditures	<u>108,452</u>	<u>371,784</u>	<u>45,243</u>	<u>41,357</u>	<u>844</u>	<u>90,370</u>	<u>85,645</u>	<u>841,764</u>

Pasco Hernando WFB 16
Statement of Activities -
Unposted Transactions Included
From 7/1/2025 Through 01/31/2026
(In Whole Numbers)

	Apprenticeship	Other	Pooled Costs	RESEA	Rapid Response	SNAP	WIOA Adult	WIOA DW
Revenue								
Grant Revenue.	108,277	0	0	270,689	55,705	33,374	526,861	245,445
Other Revenue	0	1	0	0	0	0	0	0
Total Revenue	<u>108,277</u>	<u>1</u>	<u>0</u>	<u>270,689</u>	<u>55,705</u>	<u>33,374</u>	<u>526,861</u>	<u>245,445</u>
Expenditures								
Personnel	51,539	0	1,592,413	78,338	31,977	13,193	156,692	45,673
Staff Development / Training	0	0	1,896	0	0	0	0	0
Facilities	0	0	214,360	0	0	0	0	0
Equipment & Furniture	0	0	0	0	0	0	0	0
Accounting / Audit	178	0	30,848	701	130	57	993	292
Communications	63	0	40,187	0	85	0	192	92
Contracted Services	0	0	126,016	0	0	0	0	0
Insurance	0	0	45,362	0	0	0	0	0
Legal	0	0	8,590	0	0	0	0	0
Office Expenses	6	0	19,663	152	31	0	53	0
One Stop Operator	0	0	18,728	0	0	0	0	0
Software License renewals	62	0	62,811	0	328	0	3,242	1,023
Travel & Meeting	0	0	9,610	0	0	0	0	0
Program Expenses	0	0	0	0	0	0	173,978	50,537
Outreach	0	0	3,198	0	0	0	0	0
Indirect Costs	22,807	0	-665,894	54,333	21,966	7,095	91,114	47,897
Program Costs Pool	23,774	0	-653,502	56,370	22,898	8,097	72,968	71,939
Business Services Pool	0	0	-378,300	46,010	17,905	3,870	75,077	41,863
One Stop Cost Pool	10,023	0	-475,985	21,859	9,654	1,062	40,043	21,050
Total Expenditures	<u>108,452</u>	<u>0</u>	<u>0</u>	<u>257,763</u>	<u>104,974</u>	<u>33,374</u>	<u>614,353</u>	<u>280,366</u>

Pasco Hernando WFB 16
Statement of Activities -
Unposted Transactions Included
From 7/1/2025 Through 01/31/2026
(In Whole Numbers)

	Apprenticeship	WIOA Youth	Wagner Peysner	WTP
Revenue				
Grant Revenue.	108,277	244,907	308,586	764,097
Other Revenue	0	0	0	0
Total Revenue	<u>108,277</u>	<u>244,907</u>	<u>308,586</u>	<u>764,097</u>
Expenditures				
Personnel	51,539	97,341	0	225,715
Staff Development / Training	0	179	0	0
Facilities	0	0	0	0
Equipment & Furniture	0	0	0	0
Accounting / Audit	178	14,514	61	633
Communications	63	637	0	0
Contracted Services	0	0	0	0
Insurance	0	451	0	351
Legal	0	0	0	0
Office Expenses	6	240	0	103
One Stop Operator	0	0	0	0
Software License renewals	62	222	0	2,726
Travel & Meeting	0	0	0	0
Program Expenses	0	-26,848	0	84,679
Outreach	0	0	0	0
Indirect Costs	22,807	66,867	58,850	142,710
Program Costs Pool	23,774	69,703	67,162	134,629
Business Services Pool	0	56,012	0	124,642
One Stop Cost Pool	10,023	29,387	227,235	67,599
Total Expenditures	<u>108,452</u>	<u>308,706</u>	<u>353,309</u>	<u>783,787</u>

Pasco Hernando WFB 16
Statement of Revenues and Expenditures - Unposted Transactions included In
Report
From 7/1/2025 Through 01/31/2026
(In Whole Numbers)

Burn Rate 58%

	Current Period Budget - Revised	Current Year Actual	
Operating Revenue			
Grant Revenue	9,595,471.00	3,556,586	
Pasco County BCC	590,005.00	203,000	
Ticket to Work	35,000.00	0 **	
Interest Income	0.00	3,105	
Total Operating Revenue	10,220,476.00	<u>3,762,691</u>	
Total Revenue	10,220,476.00	3,762,691.00	
Expenditures			
Allocation Costs		0	
Personnel Expenses	5,134,800.00	2,487,092	48%
Staff Training & Education	8,500.00	5,373	63%
Facilities	351,320.00	218,930	62%
Office Furniture & Equipment	52,512.00	0	0%
Accounting / Audit	111,932.00	75,290	67%
Communications	73,166.00	43,255	59%
Contracted Services	236,550.00	126,016	53%
General Insurance	66,000.00	46,415	70%
Legal	30,000.00	8,590	29%
Mobile One Stop	10,000.00	0	0%
Office Expenses and Supplies	75,130.00	22,788	30%
Software & Licenses	148,950.00	71,730	48%
Travel & Meetings	54,960.00	7,563	14%
Program Expenses	3,897,040.00	1,157,202	30%
One Stop Operator	45,000.00	18,728	42%
Outreach	70,000.00	33,120	47%
Total Expenditures	10,365,860.00	4,322,092.00	42%
Net Revenue Over Expenditures	(145,384.00)	(559,401.00)	

Pasco Hernando WFB 16

Statement of Financial Position - Unposted Transactions Included In Report
As of 01/31/20226
(In Whole Numbers)

58.33%

	Beginning Year Balance	Current Year Balance	YTD Change
Assets			
Current Assets			
Cash - Operating	256,336	186,650	-69,686
Global Cash Card	564	5,860	5,296
Cash - Corporate Unrestricted	9,469	9,277	-193
Cash - Money Market	50,691	50,694	3
Cash - Payroll	3,244	3,027	-217
Truist Banking Solutions	1,030,360	827,464	-202,896
Prepaid Expenses	6,515	2,336	-4,179
Deposits	44,321	44,321	0
Accounts Receivable	4,749	8,610	3,861
Grants Receivable	1,037,283	0	-1,037,283
Employee Benefit Receivables	201	389	188
Right to Use Asset	914,369	914,369	0
Total Current Assets	<u>3,358,103</u>	<u>2,052,997</u>	<u>-1,305,106</u>
Long-term Assets			
Fixed Assets - Computer Equipment	106,067	106,067	0
Fixed Assets - Furniture & Fixtures	7,742	7,742	0
Fixed Assets - Office Equipment	67,012	67,012	0
Fixed Assets - Vehicles	317,082	317,082	0
Fixed Assets - Software	62,900	62,900	0
Accumulated Depreciation	-550,328	-550,328	0
Total Long-term Assets	<u>10,475</u>	<u>10,475</u>	<u>0</u>
Total Assets	<u>3,368,578</u>	<u>2,063,472</u>	<u>-1,305,106</u>
Liabilities			
Short-term Liabilities			
Sales Tax Payable	0	0	0
Accounts Payable - Vendors	171,233	35	-171,198
Accrued Expenses	45,662	0	-45,662
Contracts Payable	309,101	213,286	-95,815
Benefits Payable	-59	-2,083	-2,024
401K Traditional	0	0	0
Payroll Taxes Payable	0	0	0
Workers Comp Liability	26,161	12,374	-13,786
ST Lease Liability	240,071	240,071	0
Accrued Wages	83,821	0	-83,821
Accrued Leave	61,168	0	-61,168
Accrued Payroll Taxes	43,255	25,869	-17,386
Accrued Pension	18,047	9,277	-8,770
Deferred Grant Revenue	162,003	0	-162,003
Total Short-term Liabilities	<u>1,160,463</u>	<u>498,829</u>	<u>-661,634</u>
Long-term Liabilities			
Non -Current Accrued Compensated Balances	345,208	261,135	-84,073
LT Lease Liability	691,657	691,657	0
Total Long-term Liabilities	<u>1,036,865</u>	<u>952,792</u>	<u>-84,073</u>
Total Liabilities	<u>2,197,328</u>	<u>1,451,621</u>	<u>-745,706</u>
Net Assets			
Total Net Assets	1,171,250	611,850	-559,400
Total Liabilities & Net Assets	<u>3,368,578</u>	<u>2,063,471</u>	<u>-1,305,106</u>

CASH BY FUNDING SOURCE
As of 01/31/20226

Fund Code	Fund Title	Debit Balance	Credit Balance
43779	WIOA Youth NFA 43779		62,174.29
43947	WIOA Dislocated Worker -43947		33,710.42
44074	WIOA Adult NFA 44074	675.01	
44470	RESEA NFA 44470	12,925.46	
44725	SNAP NFA 44725	0.01	
44771	WTP 44771		15,006.00
44831	LVER NFA # 44831	1.62	
44858	DVOP NFA # 44858	1.64	
45243	Youth NFA 45243	925.00	
45467	WIOA AD NFA #45467		86,491.40
45479	NCPEP NFA 45479, 45507		0.01
45490	WTP NFA 45490		12,212.20
45507	WTP - NCPEP	17,812.08	
45539	Rapid Response NFA 45539	537.66	
45582	Wagner Peyser NFA		44,722.69
45608	WIOA HOPE/Sector Strategies -		13,449.62
45629	WP Navigators NFA		175.04
45700	LVER	897.57	
45784	RESEA		49,807.07
46020	SNAP	11,001.23	
46071	LVER NFA # 46071		4,011.51
46085	DVOP NFA # 46085		3,056.13
46122	WTP		17,715.10
46134	WTP - NCPEP	142,761.50	
70000	Corporate/Unrestricted	966,949.50	
71200	NCPEP NFA #'s 43855, 44761,44738		0.02
84500	Back to Work		126,848.10
85000	Accrued Leave	296,282.80	
90000	Board Governance/Admin Indirect Cost Pool	25,723.81	
90100	Program Cost Pool	9,896.04	
90200	Business Services Cost Pool		0.01
90300	One Stop Cost Pool	65,960.67	
Report Total		1,552,351.60	469,379.61
Report Difference		1,082,971.99	

GL Code	GL Title	Debit Balance	Credit Balance
1000	Cash - Operating	186,650.40	
1001	Global Cash Card	5,860.00	
1005	Cash - Corporate Unrestricted	9,276.57	
1010	Cash - Money Market	50,693.63	
1015	Cash - Payroll	3,026.90	
1020	Truist Banking Solutions	827,464.49	
Report Total		1,082,971.99	

INFORMATION ITEM 3

Summer Youth Employment Program

The following item is presented as information for the Board.

No action is required.

June 2026

In 2019, CareerSource Pasco Hernando (CSPH), in partnership with the School Board of Pasco County, held the first Summer Trades Program. Classroom training was provided June 10-13, 2019, with another three weeks of onsite training following. Students who successfully completed week one received an OSHA 10 certification. Transportation was provided to and from designated schools for both classroom and onsite training for the full four weeks.

In past programs, CSPH provided student incentives, instructor salaries, and drivers' salaries, and paid for the gas used to transport the youth. Those programs were beneficial to youth and in many instances, they received job offers after training ended. Last year, BayCare donated space and an instructor for summer youth. This year BayCare will once again provide in-kind donations of instructors and space. In addition, the Ironworker Union will also host a group of youth. They will provide in-kind donations of an instructor and space. Pasco County School Board has also agreed to provide transportation to the Local Union as an in-kind donation.

The purpose of this hands-on training is to allow youth to gain real life work experience while earning stipends and incentives. We anticipate using Welfare Transition (WT) and WIOA Youth funds this program year. A small amount of corporate funding may be used to assist ineligible youth. Youth are determined to be eligible prior to enrolling in the Summer Trades Program. The estimated budget for this program year is \$48,500.

The Ironworkers Bootcamp will run from June 1-11, 2016. This is an eight-day Intro to Welding and Construction Skills Bootcamp. Staff anticipate enrolling 25 youth. Youth will be paid a stipend of \$15 per hour totaling \$480. In addition, youth are given up to \$400 in incentives for certification and program completion. Additional costs incurred by CSPH will include \$60 per OSHA Certification. Pasco County School Board will provide transportation at no cost to CSPH. The total cost per student is under \$1000 per student.

The Medical partnership with BayCare will run from June 1-11, 2016. This is an eight-day Intro to Nursing. Staff anticipate enrolling 25 youth. Youth will be paid a stipend of \$15 per hour totaling \$480. In addition, youth are given up to \$400 in incentives for certification and program completion. Students are provided with the opportunity to earn a certificate in Heart Saver CPR. BayCare is also covering the cost of the certification. Staff are reaching out to Hernando County School Board for no cost transportation to BayCare. To date, we have not been successful. The total cost per student is under \$1000 per student.

INFORMATION ITEM 4
Letter Grades Report Q1

The following item is presented as information for the Board.

No action is required.

Local Workforce Development Board Letter Grades

PY 2025-2026 Baseline Letter Grades

Letter grades are assigned to local workforce development boards annually by Oct. 15, following the close of the program year. Below are the letter grades by local workforce development board for program year 2025-2026. Visit the Letter Grades website to learn more about the metrics and methodology for letter grades.

Local Workforce Development Board	Annual Score	Letter Grade	Funding Amount	Local-to-State Funding Ratio	Number of Placements	Local-to-State Placement Ratio	Cost-Per-Placement	Efficiency Ratio
01 - CareerSource Escarosa	73.34	C	\$3,345,390	2.57%	913	2.47%	\$3,664.17	96.01%
02 - CareerSource Okaloosa Walton	85.20	B	\$1,718,795	1.32%	468	1.26%	\$3,672.64	95.79%
03 - CareerSource Chipola	82.86	B-	\$858,553	0.66%	249	0.67%	\$3,448.00	102.03%
04 - CareerSource Gulf Coast	74.83	C	\$1,374,816	1.06%	909	2.45%	\$1,512.45	232.59%
05 - CareerSource Capital Region	79.68	C+	\$3,797,558	2.91%	1,180	3.19%	\$3,218.27	109.31%
06 - CareerSource North Florida	78.28	C+	\$1,052,930	0.81%	708	1.91%	\$1,487.19	236.55%
08 - CareerSource Northeast Florida	88.86	B+	\$11,014,130	8.45%	2,030	5.48%	\$5,425.68	64.84%
10 - CareerSource Citrus Levy Marion	84.00	B	\$3,757,569	2.88%	516	1.39%	\$7,282.11	48.31%
12 - CareerSource Central Florida	85.49	B	\$16,795,318	12.89%	4,271	11.53%	\$3,932.41	89.46%
16 - CareerSource Pasco Hernando	82.11	B-	\$5,493,393	4.22%	2,102	5.68%	\$2,613.41	134.61%
17 - CareerSource Polk	78.38	C+	\$5,331,083	4.09%	1,663	4.49%	\$3,205.70	109.74%
18 - CareerSource Suncoast	91.22	A-	\$3,965,345	3.04%	584	1.58%	\$6,789.97	51.81%
19 - CareerSource Heartland	85.27	B	\$1,624,468	1.25%	1,061	2.87%	\$1,531.07	229.77%
20 - CareerSource Research Coast	86.30	B	\$4,068,369	3.12%	1,348	3.64%	\$3,018.08	116.56%
21 - CareerSource Palm Beach County	80.46	B-	\$8,241,614	6.33%	1,953	5.27%	\$4,219.98	83.36%
22 - CareerSource Broward	92.91	A-	\$10,427,263	8.00%	1,367	3.69%	\$7,627.84	46.12%
23 - CareerSource South Florida	97.34	A+	\$16,020,803	12.30%	6,383	17.24%	\$2,509.92	140.16%
24 - CareerSource Southwest Florida	93.15	A	\$7,783,539	5.97%	1,021	2.76%	\$7,623.45	46.15%
26 - CareerSource North Central Florida	84.77	B	\$3,381,478	2.60%	434	1.17%	\$7,791.42	45.15%
27 - CareerSource Brevard Flager Volusia	84.34	B	\$6,895,965	5.29%	2,868	7.74%	\$2,404.45	146.31%
28 - CareerSource Tampa Bay	87.43	B+	\$13,328,992	10.23%	5,005	13.51%	\$2,663.14	132.10%
Total:			\$130,277,371	100.00%	37,033	100.00%		

Letter Grades Scale:

A+: ≥ 97	
A : 93 to < 97	C+: 77 to < 80
A-: 90 to < 93	C : 73 to < 77
B+: 87 to < 90	C-: 70 to < 73
B : 83 to < 87	D : 60 to < 70
B-: 80 to < 83	F : < 60

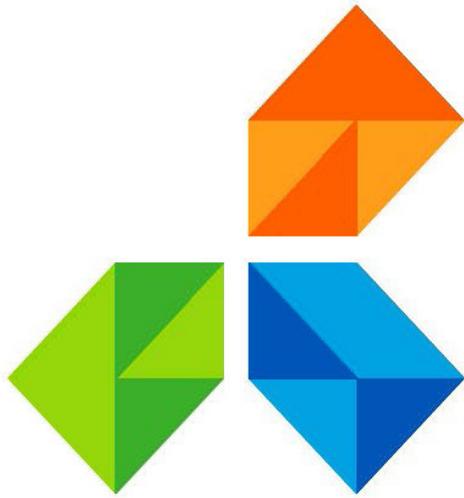
Metric	Metric Category	Weight	Numerator	Denominator	Rate (%)	YOY Rate (%)	Target (%)	Target Met 1 (%)	Weighted Performance 2 (%)
1. Participants with Increased Earnings	Employment and Training Services, Self-Sufficiency	0.25	2,102	5,852	35.92	-	50.00	71.84	17.9600
2. Reduction in Public Assistance	Employment and Training Services, Self-Sufficiency	0.25	1,548	3,188	48.56	-	50.00	97.12	24.2800
3. Employment and Training Outcomes	Employment and Training Services	0.20	16	18	88.89	-	100.00	88.89	17.7780
4. Participants in Work-Related Training	Training Services	0.10	1,031	6,768	15.23	-	25.00	60.92	6.0920
5. Continued Repeat Business	Business Services	0.05	1,355	3,850	35.19	-	35.00	100.00	5.0000
6. Year-Over-Year Business Penetration	Business Services	0.05	-	-	-	1.27	100.00	80.00	4.0000
PY 2022-2023 Business Penetration		-	1,803	16,983	10.62	-	-	-	-
PY 2023-2024 Business Penetration		-	2,043	17,182	11.89	-	-	-	-
7. Completion-to-Funding Ratio	Employment and Training Services	0.05	5.34	4.22	100.00	-	100.00	100.00	5.0000
Exiters: Local Board (N) / Statewide (D)		-	3,924	73,421	5.34	-	-	-	-
Budget: Local Board (N) / Statewide (D)		-	\$5,493,393	\$130,277,371	4.22	-	-	-	-
Serving Individuals on Public Assistance	Employment and Training Services, Self-Sufficiency	0.05	3292.00	6,908	47.65	-	-	-	2
								FINAL SCORE	82.11

INFORMATION ITEM 5
Program Year 2024-2025 Annual Report

The following item is presented as information for the Board.

The Program Year 2024–2025 Annual Report includes a budget summary page in which all financial figures are rounded for presentation purposes. Rounded figures are intended to provide a clear, high-level overview and may not reflect exact totals due to standard rounding.

No action is required.



CareerSource
PASCO | HERNANDO

2024 - 2025

ANNUAL REPORT

INTRODUCTION

The organization has led initiatives to assist small businesses by providing customized training programs. These programs help upskill existing employees and prepare new hires, fostering stronger workforce capabilities and encouraging economic growth throughout Pasco and Hernando counties.

The organization has led initiatives to assist small businesses by providing customized training programs. These programs help upskill existing employees and prepare new hires, fostering stronger workforce capabilities and encouraging economic growth throughout Pasco and Hernando counties.

Executive Summary

CareerSource Pasco Hernando has played a pivotal role in advancing Florida’s economic recovery by focusing on work force development and business support. Over the past year, Florida has experienced notable progress, including sustained job growth, an expanding labor force, and a declining unemployment rate. These positive trends reflect the effectiveness of targeted strategies implemented at the local level.

Driving Workforce Development

The organization’s efforts have centered on equipping jobseekers and businesses with the tools needed to thrive in a competitive market. By aligning programs with regional economic needs, CareerSource Pasco Hernando ensures that talent development remains a cornerstone of economic resilience.

Strategic Initiatives for Success

Locally driven goals have guided these improvements, emphasizing collaboration between employers and workforce programs. CareerSource Pasco Hernando has been instrumental in creating pathways for both jobseekers and businesses, fostering a stronger, more adaptable labor market.

Supporting Small Business Growth

Recognizing the critical role of small businesses in regional prosperity, CareerSource Pasco Hernando has launched initiatives to provide customized training solutions. These programs help upskill current employees and prepare new hires, strengthening workforce capabilities and driving economic growth across Pasco and Hernando counties.

*-Jerome Salatino, CEO/President
CareerSource Pasco Hernando*

2024 - 2025 BOARD OF DIRECTORS

CHARLES GIBBONS, BOARD CHAIR
Keiser University

ROBERT FUERST
IAFF Local 4420

TOM MUDANO
AmSkills Inc.

JOELLE NERI, VICE CHAIR
The Angelus, Inc.

TIMOTHY HELLMERS
*Department of Veteran's Affairs -
James A Haley VA*

STEPHANIE PONTLITZ
Pontlitz Asset Advisors

**MARK EARL, TREASURER/
SECRETARY**
Wal-Mart

JOHN HOWELL
Division of Vocational Rehabilitation

GARY STEELE
*Withlacoochee River Electric
Cooperative, Inc.*

TURNER ARBOUR
*Pasco Economic Development
Council*

HOPE KENNEDY
North Tampa Bay Chamber

LINDSEY HACK
Spherion Staffing & Recruiting

KEVEN BARBER
Iron Workers Local 397

NILS LENZ
B&N Lenz Enterprises

PAUL MICKLOW
Amerikey Locksmith

CINDY BRAY
Hope Services, Inc.

LEE MIDDLETON
Plumbers, Pipefitters, & HVAC

LORI ROMANO
Pasco County School District

DANA CUTLIP
Cutlip Financial Insurance Services

BETH GALIC
Bay Area Manufacturers Association

**AARON DEBARRY, Non-Board
Member**
Rhodes Academy

2024 - 2025 CONSORTIUM MEMBERS

KATHRYN STARKEY, CHAIR
*County Commissioner, District 3
Pasco County*

JOHN ALLOCCO, VICE CHAIR
*County Commissioner, District 3
Hernando County*

DAVID LAMBERT
*Exec. V. President & General Manager
Withlacoochee River Electric
Cooperative, Inc.*

ANDREW TAYLOR
*Regional Affairs Manager
TECO Energy*

NICOLE HUGHES
*Chief Information Officer
Delamere Industries, Inc.*

Pursuant to Florida's 2021 REACH Act and 445.004(7)(c), Florida Statutes, the CareerSource Florida Annual Report must contain information on the number of mandatory partners located within one-stop centers managed by the state's 21 local workforce development boards. This information can be found at the following link: www.careersourcepascohernando.com.

MANDATORY PARTNERS

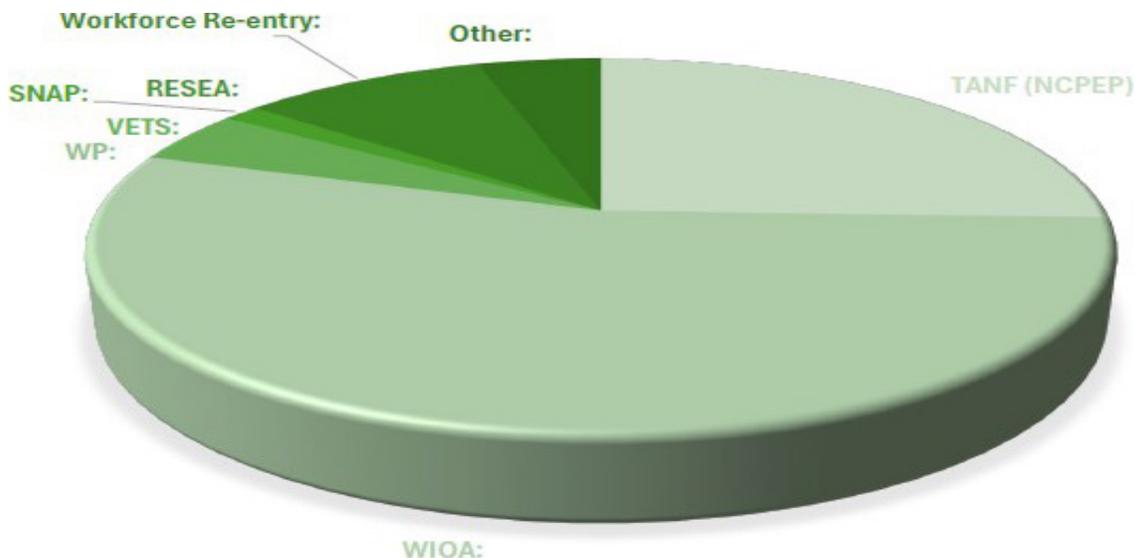
FEDERAL FUNDING, STATEWIDE INVESTMENT, LOCAL IMPACT

Florida’s workforce system is funded primarily through federal dollars. However, CareerSource Pasco Hernando also receives funding for special projects, including the Pasco County funded Workforce Re-entry program. All Federal funding, as well as local funding, is used to support employment and training services for business and job seekers.

FISCAL YEAR 2024 - 2025

BUDGETED FUNDING *(ALL NUMBERS ARE ROUNDED)*

▶ Workforce Innovation and Opportunity Act:	\$4.44M
▶ Temporary Assistance For Needy Families:	\$2.06M
▶ NCPEP (Funded by TANF):	\$1.91M
▶ Wagner-Peyser Act:	\$859K
▶ Veterans Program:	\$337K
▶ Supplemental Nutrition Assistance Program:	\$106K
▶ Re-employment Assistance Program:	\$532K
▶ Workforce Re-entry Program:	\$700K
▶ Other:	\$350K
TOTAL:	\$11.65M



RESULTS & KEY METRICS



1,737

BUSINESSES SERVED

Total services provided: **41,274**



182

YOUTH EARNED A CREDENTIAL

119 Youth have completed internship opportunity



113

YOUTH FOUND EMPLOYMENT OR ENROLLED IN SECONDARY EDUCATION



\$26,885,118.33

TOTAL RETURN ON INVESTMENT

For every dollar spent \$4.50 returned to the local economy

**See page 6 for more details*



1,648

JOB SEEKERS FOUND EMPLOYMENT WITH THE HELP OF CAREERSOURCE PASCO HERNANDO

181 military veterans assisted, now employed



175 (JULY 2024 - JUNE 2025)

CAREERSOURCE PASCO HERNANDO HELPED 228 HOMELESS INDIVIDUALS FIND JOBS (OCTOBER 2018 - JUNE 2025)



1,985

NEW JOB POSTINGS

Unemployment rate in Pasco (July 2025): **4.7%**

Unemployment rate Hernando (July 2025): **5.1%**



638

PROFESSIONAL PLACEMENT NETWORK

Members attended meetings

REAL PEOPLE, REAL RESULTS

WELFARE TRANSITION PROGRAM SUCCESS

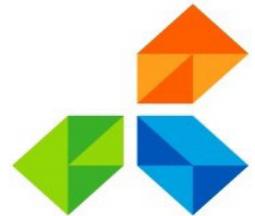


“The employees at CareerSource Pasco Hernando truly want to help get your life back on track and will fight to help you achieve your goals. Each company representative is highly knowledgeable regarding the resources available and are eager to assist with getting you engaged in programs that offer the necessary assistance during such trying transitions.”

-Lindsay Price

WORKFORCE RE-ENTRY PROGRAM SUCCESS

Kevin’s story is proof that with determination, guidance, and the right opportunity, anything is possible. What began as a challenging search has turned into a promising future. Kevin expressed his gratitude, and informed the CareerSource Pasco Hernando team that they were “very thorough, followed through.”



-Kevin Rivers

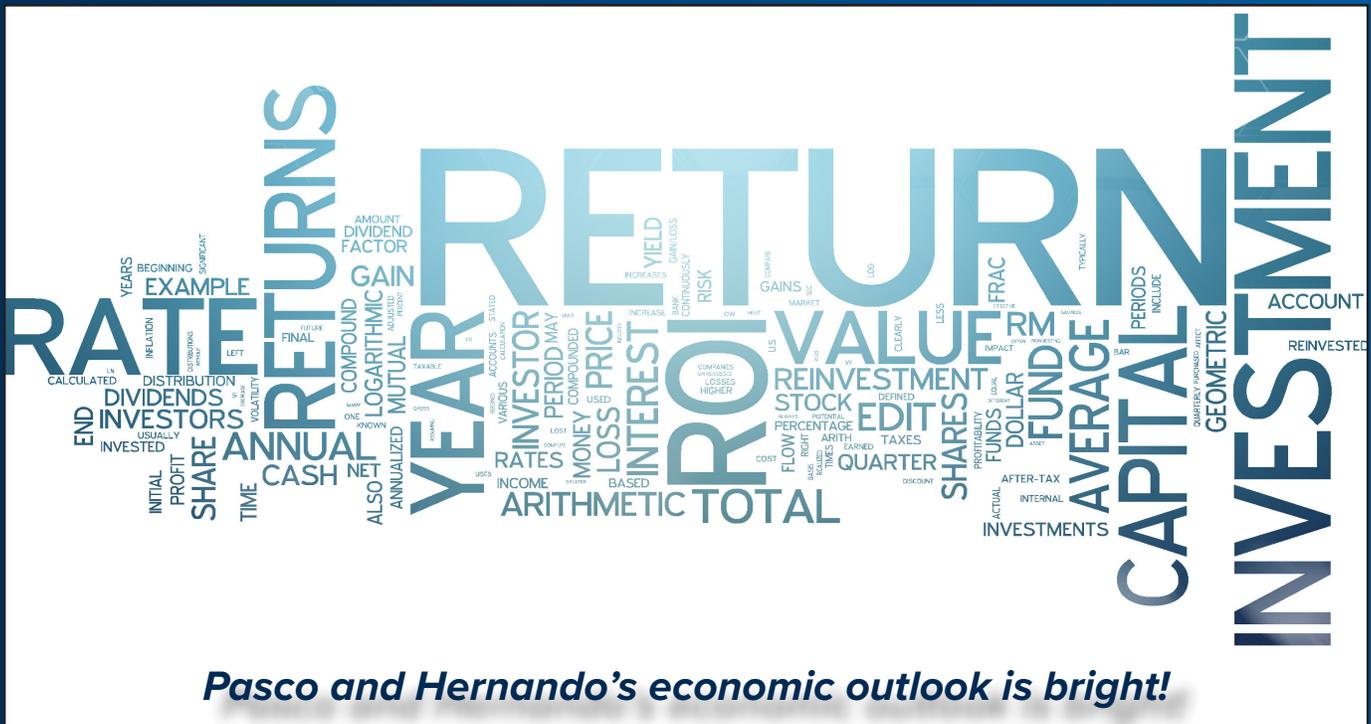


INVESTING IN THE FUTURE

CAREERSOURCE PASCO HERNANDO HELPS RETURN NEARLY \$27 MILLION BACK INTO THE LOCAL COMMUNITY THROUGH WORKFORCE PROGRAMS.

FOR EVERY DOLLAR SPENT \$4.50 WAS RETURNED TO THE LOCAL ECONOMY

Each fiscal year, CareerSource Pasco Hernando (CSPH) plays a crucial role in driving local economic growth by investing \$5.73 million in labor exchange and training initiatives across the region.



As Pasco and Hernando Counties continue to expand, CSPH remains dedicated to maximizing the impact of every workforce dollar. Through targeted partnerships, data-driven decision-making, and investments in emerging industries, CSPH will continue to ensure that workforce programs deliver measurable returns for both residents and employers.

Future efforts will focus on:

- Expanding access to training in high-demand and emerging sectors,
- Strengthening employer partnerships to improve job placement outcomes, and
- Enhancing ROI measurement and performance tracking to further drive accountability and impact.

CareerSource Pasco Hernando remains committed to advancing regional prosperity— turning investments into opportunities and opportunities into lasting success.

BUSINESS SERVICES AND OUTCOMES



A vital component of Pasco and Hernando County’s economic growth is ensuring businesses have resources to hire and train new and existing employees. CareerSource Pasco Hernando focus on training programs which are customizable and business-driven to help employers of all sizes, and across many industries grow and compete in today’s market. The services provided by CareerSource Pasco Hernando supports businesses needing to train new and existing employees. The Training programs help employers, especially small businesses, stay competitive in an ever evolving business environment.

BUSINESS SERVED
1,737

NEW JOB POSTINGS
1,985

FOCUSED TARGETED INDUSTRIES

Healthcare, Manufacturing, Construction, Finance, IT, Retail Trade, Transportation & Warehousing

GROW YOUR SMALL BUSINESS!



JOB SEEKER SERVICES AND OUTCOMES



JOB SEEKERS FOUND EMPLOYMENT WITH THE HELP OF CAREERSOURCE PASCO HERNANDO:

1,648

181 military veterans assisted, now employed
 46 homeless individuals assisted, now employed
 (July 2024 - June 2025)



VIRTUAL SERVICES PROVIDED

(July 2024 - June 2025)

11,092

NEW JOBS

(July 2024 - June 2025)

1,985

HIRING OUR HEROES: VETERANS SERVICES

CAREERSOURCE PASCO HERNANDO IS DEDICATED TO THE DELIVERY OF SERVICES TO VETERANS.



Over the past 2024-2025 fiscal year, CareerSource Pasco Hernando has helped over 208 veterans find employment!

Our Services Include:



One-on-one Job Search Assistance



Resume Assistance



Use of computer, telephone, copier & fax machines to assist with your employment needs



Job Development Contacts Nationwide or Local



Information on Vocational Rehabilitation Programs



Ability to file on-line Unemployment Claims and Benefits Information



“Bringing together our veterans and local businesses creates more than jobs—it builds bridges of opportunity and gratitude. By connecting those who served with employers who value their skills, we honor their commitment and empower them to thrive in the next chapter of their journey.”

– Jerome Salatino, CareerSource Pasco Hernando President and CEO.

BRIDGING THE TALENT GAP WITH DATA-DRIVEN INSIGHTS

The economy is booming, yet the talent gap persists in many of our targeted industries, particularly in science, technology, engineering and math (STEM) occupations. CareerSource Pasco Hernando and our strategic partners are working hard to address this challenge. As workforce developers, we know talent is key in continuing economic growth.

The CareerSource Florida Board of Directors funded a statewide Skills Gap and Job Vacancy Survey of nearly 54,000 Florida employers conducted by the Florida Department of Economic Opportunity. The research was commissioned to better understand the current state of skills gaps in Florida and drive data-informed decisions regarding future workforce development strategies and investment.

When gaps were noted by employers, foundational skills gaps such as communication, reliability and time management were reported twice as often as technical skills gaps, including information technology, research and math skills.

The results of this research are helping us improve the way we serve businesses and jobseekers in multiple ways, including:

- Referring job seekers who better meet employers' needs
 - Placing applicants who are job-ready
- Assisting job seekers with higher earnings at placement
 - Increasing job retention rates
- Increasing employer efficiency and competitiveness
 - Fostering less turnover for businesses
 - Speeding up the hiring cycle for businesses

The Skills Gap and Job Vacancy Survey helped drive data-informed decisions about future workforce development strategies and investment.

Read the full report at careersourceflorida.com.



APPRENTICESHIP DAY

On April 28, 2025, CareerSource Pasco Hernando partnered with Pasco Hernando State College to host an Apprenticeship Day Event. 30 students from Central High school attended a presentation at Gowers Corner, where they also completed a hands-on project and learned about the available Apprenticeship Programs at Pasco Hernando State College. Students were served lunch and were given a chance to learn from both employers and local educators. Students were treated to lunch onsite while learning what types of careers are available in the Manufacturing industry, and what type of education and training is required to obtain employment in these industries.

...MAKING A DIFFERENCE...



EXPERIENCE THAT MATTERS!

.....YOUTH SUMMER TRADES PROGRAM.....

CareerSource Pasco Hernando partnered with local schools throughout Pasco and Hernando Counties in the Summer Trades program. 40 students participated in a program which will gain them tangible skills for future success!



- *Career Exploration in the Fields:
Construction & Healthcare*

- *Students earned their Heart Health CPR & OSHA Certifications*

- *Employer Participants:
The Iron Workers Union & Baycare*

Students in the Medical program reported to Baycare Hospital from 8-12 Monday through Thursday. They received hands-on training in a hospital environment while being paid \$14 per hour.

All students earned their Heart Health CPR certification as well as soft skills training and job placement assistance.

Students in the Construction program were bussed from Kirkland Ranch to the Iron Workers Union Mon-Thursday from 8-12. Students received their OSHA certification, as well as hands on experience with basic tool safety, intro to welding skills and much more. These students were paid \$14 and hour as well as \$400 in additional stipends. Students also received job placement assistance and soft skills training.



WORKFORCE RE-ENTRY PROGRAM

The first-of-its-kind program launched in October 2018 and assisted 50 Pasco County residents, improving their skills through on-the-job-training and employer-driven education. To date (2024|2025), there has been a total of 617 individuals who have successfully obtained employment, including 221 participants who were homeless, 88 individuals with disabilities and 169 veterans.

Total Funding: \$5.6M

The Workforce Re-entry program will serve:

- **The under-served / under-employed**
 - **Veterans**
 - **Youth, 18 - 24 years old**
 - **Individuals with disabilities**
- **Ex-offenders in an effort to reduce recidivism**
 - **Individuals with substance abuse issues**
- **Pasco County Homeless shelters, including halfway houses**
- **Pasco County employers and education system, as well as Pasco County Government**

Total Hired: 617

Total On-the-Job-Trainees: 101

Total Homeless Individuals now Employed: 221

Total Individuals with Disabilities: 88

Total Veterans: 169

Highest Wage Earned in 2024-2025: \$70.00

Average Wage Earned 2024-2025: \$20.14

(2018 to fiscal year 2025)

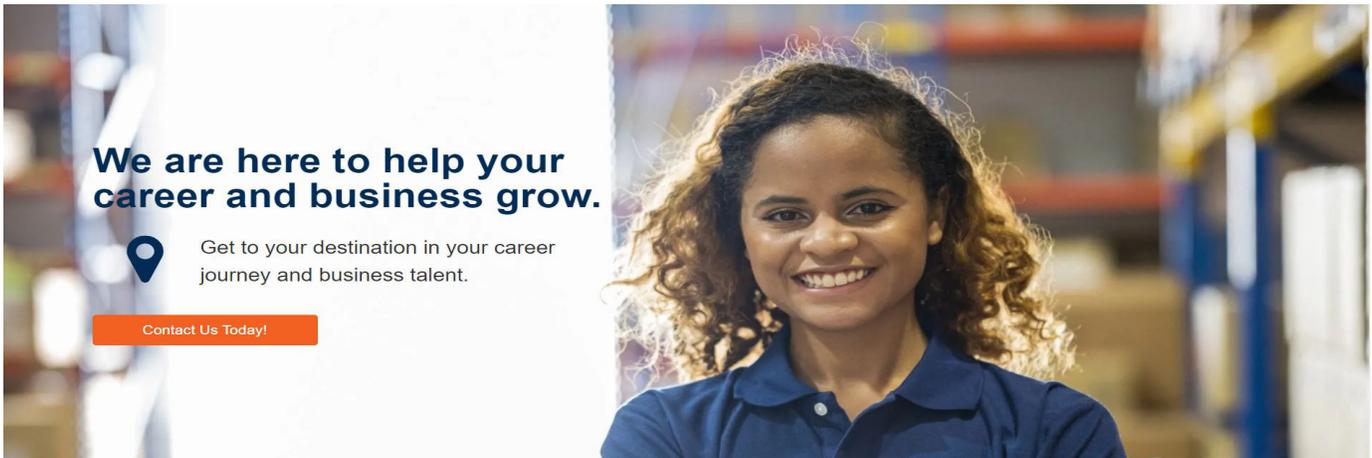
“We are excited about our continued community partnership with Pasco County and look forward to growing a positive relationship through workforce innovation.”

-Jerome Salatino, CEO/President of CareerSource Pasco Hernando.

In Partnership with



VISIT US AT WWW.CAREERSOURCEPASCOHERNANDO.COM TODAY!



From career exploration programs to financial aid for job training, the CareerSource Pasco Hernando offers a variety of customized solutions to help job seekers and businesses achieve their goals.

Visit us today!

www.careersourcepascohernando.com

▶ OUR MISSION

Pasco Hernando Workforce Board enhances economic development efforts of our region by providing a well-trained, high quality workforce which supports the success of local business and improves the quality of life.

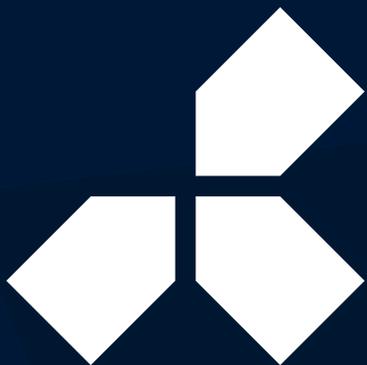
▶ OUR VALUES

Integrity, Customer Service, Accountability, Respect

▶ OUR PROMISE

CareerSource Pasco Hernando promises a dedicated team of professionals who possess an understanding of your needs. Uniquely positioned, we offer assets, expertise and effective partnerships to deliver seamless and efficient services, demonstrate our value to all customers through results and drive economic priorities through talent development.





CareerSource PASCO | HERNANDO

A proud partner of the American  JobCenter network

careersourcepascohernando.com | (727) 484-3400

CareerSource Pasco Hernando is an equal opportunity employer/program. Auxiliary aids and services are available upon request to individuals with disabilities. Disponible in Español.

INFORMATION ITEM 6
Education and Industry Consortium Report

The following item is presented as information for the Board.

No action is required.

PASCO-HERNANDO WORKFORCE BOARD, INC.
 Education and Industry Consortium Quarterly Report

A. GENERAL INFORMATION

Report quarter: _01/01/2026-03/31/2026_____

Date of meeting: _February 23, 2026_____

Report prepared by: _Nicole Beverley_____

Local workforce development board contact: _Nicole Beverley_____ Date: _02/23/2026_____

B. ATTENDANCE

Name	Organization	Industry or Education Organization	Contact Information
Always, Sarah	Pasco Economic Development Council	Industry Organization	salway@pascoedc.com
Swanson, Maria	Keiser University	Education Organization	mswanson@keiseruniversity.edu
Cooksey, Calvin	FleetForce	Industry Organization	calvin@drivefleetforce.com
Reza, Maria	BayCare Health System	Industry Organization	Maria.Reza@BAYCARE.org
Shook, Tonia	Fred K. Marchman Technical	Education Organization	tshook@pasco.k12.fl.us
Altman, Andrea	Pasco County Schools	Education Organization	amaltman@pasco.k12.fl.us

B. SUMMARY REPORT

1. Summary analysis of the local labor market based on the industry representative needs and education offerings. (Provide summary)

See attached minutes

2. Information on priority industry sectors and occupations for the local area. (Provide summary)

See attached minutes

3. Information on the status of existing talent pipelines for in-demand occupations. (Provide summary)

See attached minutes

**Education and Industry Consortium
Consortium Meeting Minutes
February 23, 2026**

Meeting Location: *Meeting Held Virtually via Microsoft Teams*

Consortium Members Attending: Andrea Altman, Sarah Alway, Calvin Cooksey, Maria Reza, Tonia Shook, Maria Swanson

Consortium Members Absent:

Staff Attending: Nicole Beverley, Brenda Gause, Jessica Weightman

Others Attending: Terri Clark, One Stop Operator

Quorum Present? Yes

Call to Order: The meeting was called to order at 2:00 p.m. by Terri Clark

Public Comments

No public comments were received.

Introductions

Terri Clark called the meeting to order and welcomed participants. She reminded attendees that the meeting serves as a collaborative forum for workforce, education, and industry partners — the “three-legged stool” essential to regional workforce success.

Terri Clark acknowledged February as Career & Technical Education (CTE) Month and expressed appreciation for all partners supporting CTE, including:

- Frontline instructors
- Partner agencies supporting training access and scholarships
- Industry partners hiring program completers

She noted Florida’s workforce ranking success and thanked attendees for their role in strengthening career and technical education locally and nationally.

CareerSource Pasco Hernando Update

General updates were referenced, including planning for the upcoming summer program, ongoing collaboration with partners and support for workforce initiatives. Terri reiterated the importance of continued coordination among agencies to meet workforce needs.

info@careersourcepascohernando.com
P.O. Box 6589, Spring Hill, FL 34611
p: 352-593-2222 f: 352-593-2200



Round Table Member Update(s)- Education Partner Updates

Tonia Monet Shook provided the following updates:

- Soft Skills & Employability
 - Industry partners consistently report soft skills gaps.
 - Programs include an employability grade measuring attendance, dress code, and professionalism.
 - Results vary; soft skills remain a persistent challenge.
- Recruitment & Enrollment
 - Sneak Peek recruitment event had the largest attendance in 10 years.
 - Strong interest expected for August enrollment.
- Capacity Challenges
 - Electricity program demand exceeds instructor capacity.
 - January intake could have filled an additional classroom.
 - HVAC and welding remain popular with shorter waitlists.
 - Additional electricity instructor needed to meet demand.

Tonia invited partners to attend Institutional Advisory Committee meetings.

Round Table Member Update(s)- Industry Partner Updates

Ongoing collaboration and employer feedback, particularly regarding soft skills were acknowledged.

Labor Market Updates: EDC Survey Update

Sarah and Terri discussed Economic Development Council data and workforce trends.

Underemployment statistics referenced:

- Hernando County: 30.6%
- Pasco County: 36.0%

These figures underscore the need for continued workforce alignment and training pathways.

Labor Market/Industry Needs/ Apprenticeships

Andrea Altman attended to support apprenticeship discussions and workforce pathways.

Key notes:

- Ongoing apprenticeship efforts within the district.
- Terri will connect Calvin Cooksey and Andrea regarding CDL apprenticeship collaboration.
- Continued focus on aligning apprenticeships with industry demand.

Closing Remarks

Terri Clark encouraged partners to share summer opportunities such as:

- Camps
- Employability workshops
- Summer learning programs



She will distribute opportunities through the Industry Education Consortium and CareerSource partner network.

Next Meeting - After discussion, the group selected: Monday, June 1, 2026 – 2:00 PM (via Teams)
Terri noted she will provide updates to members unable to attend.

With no further business to discuss, the meeting adjourned.



CareerSource Pasco Hernando Education & Industry Consortium Committee Q3 Meeting

February 23, 2026

Welcome!



Education and Industry Consortium Meeting Agenda

February 23, 2026 – 2:00 p.m.
Join via Microsoft Teams

Call to orderTerri Clark, One Stop Operator

Public Comments

No requests from the public were received during the allotted time period published in the Public Notice on the CareerSource Pasco Hernando website.

Discussion Items

1. Introductions Terri Clark
2. CareerSource Pasco Hernando Update.....Brenda Gause
3. Round Table Member Update(s)..... Terri Clark
 - a. Education Partner Updates
 - b. Industry Partner Updates
4. Labor Market Updates: EDC Survey Update Sarah Always
5. Labor Market/Industry Needs/Apprenticeships..... Terri Clark



**CELEBRATE TODAY,
OWN TOMORROW!**

CONTACT: Bureau of Workforce Statistics
and Economic Research
(850) 245-7205

Florida's December Figures Released

Florida's seasonally adjusted unemployment rate was 4.3 percent in December 2025, up 0.1 percentage point from the November 2025 rate, and up 0.9 percentage point from a year ago. There were 486,000 jobless Floridians out of a labor force of 11,225,000. The U.S. seasonally adjusted unemployment rate was 4.4 percent in December.

Florida's seasonally adjusted total nonagricultural employment was 10,042,100 in December 2025, a decrease of 4,200 jobs (less than -0.1 percent) over the month. The state gained 40,000 jobs over the year, an increase of 0.4 percent. Nationally, the number of jobs rose 0.4 percent over the year.

FLORIDA POCKET CARD

FloridaCommerce
Bureau of Workforce Statistics and Economic Research
January 23, 2026 Release Date
December 2025 Data
www.floridajobs.com

Ron DeSantis
Governor

J. Alex Kelly
Secretary



Unemployment Rates (%)
(seasonally adjusted)

	December 2025	November 2025	December 2024
United States	4.4	4.5	4.1
Florida	4.3	4.2	3.4

Unemployment

United States	7,503,000	7,781,000	6,886,000
Florida	486,000	466,000	385,000

Underemployed Stats

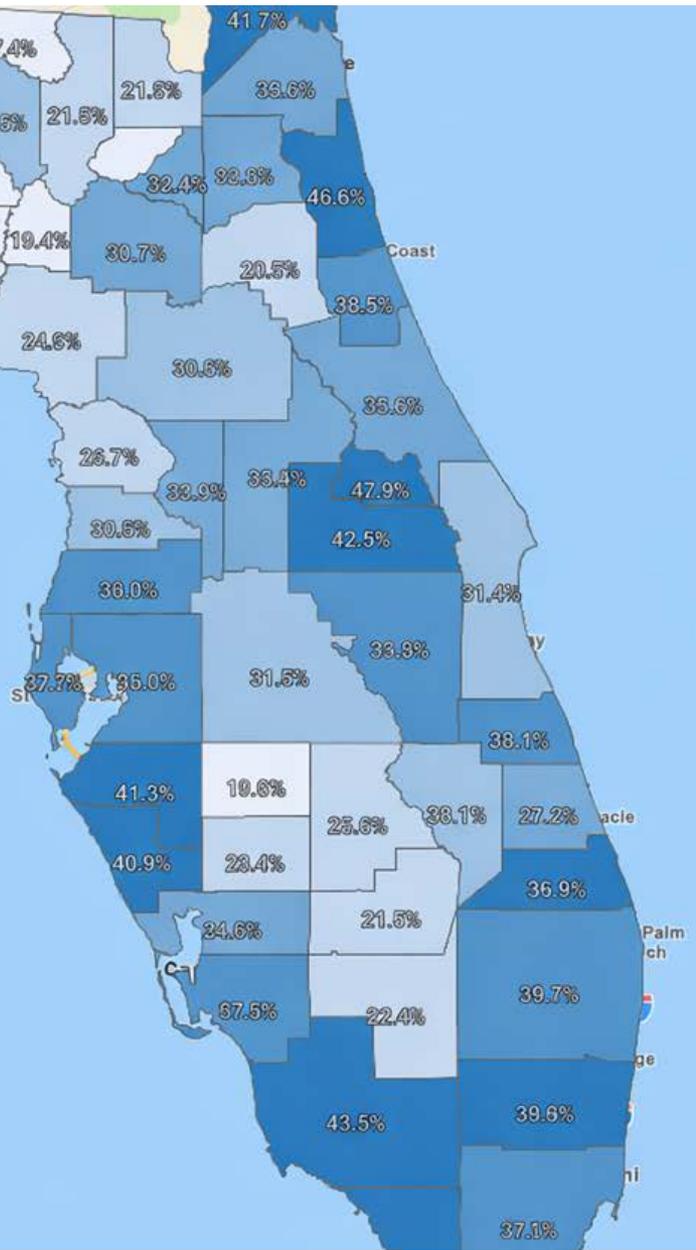
December 2026

Hernando: 30.6%

Pasco: 36.0%

Thank you, Sarah for the data!

Source: JobsEQ

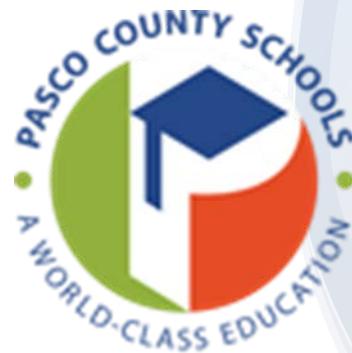




CareerSource Pasco Hernando Updates

Brenda Gause and Terri Clark

Education and Industry Partner Updates



Apprenticeship Introduction:

Andrea Altman

Program Coordinator, Workforce Pathways

Public Comment

Closing Remarks

Q4 Meeting Options:

Monday, June 1st or June 8th

2pm via Teams



WORKFORCE SOLUTIONS

DISCUSSION ITEM 1
Meeting and Operations Schedule FY2026-27

The following item is presented as discussion for the Board.

No action is required.

In order to efficiently carry out the business of the Workforce Board, meetings of various committees are necessary. Committees may meet as needed.

A schedule is provided as a guideline and includes quarterly Board meetings, as well as meetings of the Audit Finance, Executive, and Nomination Committees as needed during non-Board meeting months.

MEETING SCHEDULE - DRAFT

July 1, 2026 – June 30, 2027

JULY 2026

July 3 – Independence Day Observed
July 16 – Nominating Committee (9a)

AUGUST 2026

August 13 – Audit Finance Committee (9a)
Executive Committee (10a)

SEPTEMBER 2026

September 7 – Labor Day
September 17 – Board (3p)

OCTOBER 2026

October 8 – Nominating Committee (9a)
October 22 – Audit Finance Committee (9a)
Executive Committee (10a)

NOVEMBER 2026

November 11 – Veterans Day
November 26 – Thanksgiving Day
November 27 – Day after Thanksgiving

DECEMBER 2026

December 9 – Board (9a)
Annual Joint Meeting – Board &
PHWD Consortium (10a)
December 24 – Christmas Eve
December 25 – Christmas Day
December 31 – New Year's Eve

JANUARY 2027

January 1 – New Year's Day
January 14 – Nominating Committee (9a)
January 18 – Martin Luther King Day
January 21 – Audit Finance Committee (9a)
Executive Committee (10a)

FEBRUARY 2027

February 25 – Board (3p)

MARCH 2027

March 24 – PHWD Consortium (10a)
March 26 – Good Friday

APRIL 2027

April 8 – Nominating Committee (9a)
April 15– Audit Finance Committee (9a)
April 22 – Staff Meeting – Offices Closed

MAY 2027

May 20 – Executive Committee (9a)
May 31 – Memorial Day

JUNE 2027

June 10 – Annual Board Meeting (3p)
June 16 – PHWD Consortium (10a)

OPERATING HOURS

BROOKSVILLE

16228 Spring Hill Drive
Brooksville, FL 34604
Office Hours:
Monday - Friday 8a – 5p
Call Center Hours:
Monday-Friday 8a – 7p
Saturday 8a – 5p

DADE CITY

13906 5th St,
Dade City, FL 33525
Office Hours:
Monday - Friday 8a – 5p
Call Center Hours:
Monday-Friday 8a – 7p
Saturday 8a – 5p

NEW PORT RICHEY

4440 Grand Blvd.
New Port Richey, FL 34652
Office Hours:
Monday - Friday 8a – 5p
Call Center Hours:
Monday-Friday 8a – 7p
Saturday 8a – 5p

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