

**Executive Committee Meeting Minutes**

April 24, 2025 – 9:00 a.m.

**Committee Members****Present:** Mark Earl, Charles Gibbons, Joelle Neri, Paul Micklow**Absent:****Quorum Present:** Yes**Others Present:**PHWB Staff – Nicole Beverley, Brenda Gause, Theresa Miner, Kenneth Russ,  
Jerome Salatino, Jessica Weightman

Hogan Law Firm: Jennifer C. Rey

**Proceedings:**

Meeting called to order at 9:00 a.m. by Chair, Charles Gibbons

**Public Comments**

No public comments were received.

**Action Item 1 – Minutes from March 25, 2025, Executive Committee Meeting**

Charles Gibbons asked the Committee members to review the minutes from the March 25, 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 Paul Micklow. MOTION carried 4-0.

**Action Item 2 – WIOA Youth Services**

On January 21, 2025, CSPH issued a Request for Proposal (RFP) seeking qualified providers to deliver youth services aimed at supporting Out-of-School Youth through career technical education, apprenticeships, STEAM initiatives (Science, Technology, Engineering, Arts, and Mathematics), and internships/work experiences. These services are intended to be demand-driven, accessible, convenient, and promote consumer choice.

Three proposals were received by the deadline from the following organizations: AmSkills, Eckerd Connects, and Hope Services. All proposals would allow CSPH to meet state-mandated performance requirements and provide strong opportunities for youth engagement across Pasco and Hernando Counties.

Contracts are proposed to begin July 1, 2025, through June 30, 2026, with the option to renew for two additional one-year periods, contingent upon performance and funding availability.



Committee members discussed the strengths of each proposal, geographic service coverage, and organizational capacity. It was noted during the discussion that Cindy Bray with Hope Services recently was approved to be a Pasco-Hernando Workforce Board Member by the Pasco Hernando Workforce Development Consortium.

MOTION was made by Mark Earl to approve staff to begin negotiations and, if successful, enter into agreement with AmSkills, Eckerd Connect and Hope Services.

MOTION was seconded by Paul Micklow. MOTION carried 4-0.

### **Action Item 3 – Extension of WIOA Youth Services**

Committee members reviewed and discussed concerns that have been raised regarding the current provider, Eckerd Connects, related to performance deficiencies negatively impacting Metric 3 (Employment and Training Outcomes), as shown through comparative Letter Grade and MMR (Monthly Management Report) data provided to the Board. Performance in these areas impacts CSPH's overall state-assigned Letter Grade and accountability measures.

Committee members discussed the impact of current performance metrics and the importance of ensuring program accountability.

MOTION was made by Mark Earl to approve a short-term extension of the current contract with Eckerd Connects through Q1 (July – September 2025), with the understanding that staff will enter into contract negotiations for the remainder of the program year or terminate the contract if performance does not improve.

MOTION was seconded by Paul Micklow. MOTION carried 4-0.

### **Action Item 4 – 24-25 New Training Provider Addition – Coding Clarified**

Committee members reviewed the request to approve and add Coding Clarified Academy as a new training provider for the 2024-2025 program year, offering the Professional Medical Coding curriculum.

MOTION was made by Mark Earl to approve Coding Clarified Academy as a new training provider for the 2024-2025, offering Professional Medical Coding.

MOTION was seconded by Paul Micklow. MOTION carried 4-0.

### **Information Item 1 – Financial Reports**

Theresa Miner reviewed the Financial Reports for the period 07/01/2025 through 02/28/2025.

With no further business to discuss, the meeting adjourned.