

**Pasco-Hernando Workforce Board, Inc.**

**Board Meeting Agenda**

**June 05, 2025 – 3:00PM**

**Meeting Location:** Hampton Inn  
11780 State Road 54,  
Odessa, FL 33556  
OR ***Virtually via Microsoft Teams***

**Board Members Attending:** Mark Earl, Dana Cutlip, Keven Barber, Beth Galic, Charles Gibbons, John Howell, Hope Kennedy, Nils Lenz, Paul Micklow, Joelle Neri, Lori Romano, Gary Steele, Cami Leech Florio, Cindy Bray, Robert Fuerst

**Board Members Absent:** Turner Arbour, Lindsey Hack, Lee Middleton, Tom Mudano

**Staff Attending:** Nicole Beverley, Brenda Gause, Theresa Miner, Jerome Salatino, Kenneth Russ, and Jessica Weightman

**Others Attending:** The Hogan Law Firm - Jarrod Prater, Workforce Solution – Terri Clark

**Quorum Present?** Yes

**Call to Order:** The meeting was called to order at 3:01 p.m. by Chair, Charles Gibbons.

**Public Comments**

No public comments were received.

**Consent Agenda**

There were no items on the Consent Agenda.

**Action Item 1 – Minutes from March 06, 2025, Board Meeting**

The Board reviewed the minutes from the March 6, 2025, Board meeting. All Directors were in agreement that the minutes correctly reflected the actions from that meeting.

MOTION was made by Lori Romano to approve the March 6, 2025, Board meeting minutes.

MOTION was seconded by John Howell. Motion carried 15-0.

**Action Item 2 – Youth Provider Contract – Hope Services**



The Board reviewed the request to move forward with an annual contract with the option to renew for up to two 1-year periods, contingent upon continuing successful performance and funding availability.

Because Cindy Bray represents Hope Services on the Pasco-Hernando Workforce Board of Directors, a 2/3 vote was required.

Cindy Bray declared a conflict and abstained from the vote. A conflict-of-interest disclosure form was submitted after the meeting.

MOTION was made by Beth Galic to contract with Hope Services to serve as a WIOA Youth Services Provider in the amount of up to \$300,000 with the option to increase the award based on performance or availability of additional funding.

MOTION was seconded by Gary Steele. Motion carried 14-0.

### **Action Item 3 – Youth Provider Contract – AmSkills, Inc.**

The Board reviewed the request to move forward with an annual contract with the option to renew for up to two 1-year periods, contingent upon continuing successful performance and funding availability.

Because Tom Mudano represents AmSkills, Inc. on the Pasco-Hernando Workforce Board of Directors, a 2/3 vote was required.

Tom Mudano declared a conflict and was absent from the vote. A conflict-of-interest disclosure form was submitted after the meeting.

Lori Romano declared a conflict and abstained from the vote. A conflict-of-interest disclosure form was submitted after the meeting.

MOTION was made by Hope Kennedy to contract with AmSkills, Inc. to serve as a WIOA Youth Services Provider in the amount of up to \$200,000 with the option to increase the award based on performance or availability of additional funding.

MOTION was seconded by Joelle Neri. Motion carried 14-0.

### **Action Item 4 – AmSkills, Inc. Sponsorship**

The Board reviewed the request to support AmSkills, Inc. through sponsorship request to support a series of workshops designed to bring together local nonprofit and community partners to explore strategic alignment opportunities in workforce development efforts throughout Pasco County.

Because Tom Mudano represents AmSkills, Inc. on the Pasco-Hernando Workforce Board of Directors, a 2/3 vote was required.

Tom Mudano declared a conflict and was absent from the vote. A conflict-of-interest disclosure form was submitted after the meeting.

Lori Romano declared a conflict and abstained from the vote. A conflict-of-interest disclosure form was submitted after the meeting.



MOTION was made by Cami Leech Florio to for approval to support and authorize a total sponsorship amount not to exceed \$5,000 for the 2025-2026 program year, which is to include the \$1,000 sponsorship for June 2025.

MOTION was seconded by Mark Earl. Motion carried 14-0.

#### **Action Item 5 – NCPEP Contract Renewal and Budget Modification**

The Board reviewed the request to approve Amendment number 13 to the agreement with Gulf Coast Jewish Family and Community Services, Inc. Amendment No. 13 to the agreement has been drafted for Program Year 2025–2026. This amendment includes a revised budget (Attachment A) and an updated Scope of Work (Attachment B). The revised scope outlines benchmarks for serving a minimum of 600 non-custodial parents and includes performance targets for employment, wage growth, job retention, child support payment compliance, and credential attainment.

MOTION was made by Hope Kennedy to approve amendment no. 13 to the agreement with Gulf Coast Jewish Family and Community Services, Inc. for the 2025-2026 program year.

MOTION was seconded by John Howell. Motion carried 15-0.

#### **Action Item 6 – IT Services Provider Contract**

The Board reviewed the request to approve the contract renewal with Ryman, Inc. (CTS) for IT Services. The agreement may be renewed for four additional terms under the same terms and conditions and in the sole discretion of PHWB. The First Addendum reflects the proposed renewal, extending the term through June 30, 2029. All terms, including compensation and termination provisions, will remain consistent with the original contract. The annual compensation rate shall remain unchanged as set forth in Section 4 and Exhibit B of the Original Agreement. The annual cost of IT services has been budgeted in the current and projected operating budgets and remains consistent with the previously approved rate structure.

MOTION was made by Joelle Neri to approve the contract renewal with Ryman, Inc. for IT Services, at a total contract amount of \$180,527.

MOTION was seconded by Beth Galic. Motion carried 15-0.

#### **Action Item 7 – Training Provider Renewal**

The Board reviewed the request to approve 20 schools and/or institutions to continue as providers for the 2025-2026 program year.

MOTION was made by Lori Romano to approve the 20 training providers to continue as providers for the 2025-2026 program year.

MOTION was seconded by Lindsey Hack. Motion carried 15-0.

#### **Action Item 8 – Training Provider Agreement for Keiser University**

The Board reviewed a request to approve Keiser University as a training provider for the 2025-2026 program year with maximum dollar amount set as \$250,000.00, and the request to approve the execution of the Training Provider Agreement.



Because Charles Gibbons represents Keiser University on the Pasco-Hernando Workforce Board of Directors, a 2/3 vote was required.

Charles Gibbons declared a conflict and abstained from the vote. A conflict-of-interest disclosure form was submitted after the meeting.

MOTION was made by Hope Kennedy to approve Keiser University as a training provider for program year 2025-2026 and to execute the Training Provider Agreement.

MOTION was seconded by Cami Leech Florio. Motion carried 14-0.

**Action Item 9 – Training Provider Agreement for AmSkills, Inc.**

The Board reviewed a request to approve AmSkills, Inc. as a training provider for the 2025-2026 program year with maximum dollar amount set as \$250,000.00, and the request to approve the execution of the Training Provider Agreement.

Because Tom Mudano represents AmSkills, Inc. on the Pasco-Hernando Workforce Board of Directors, a 2/3 vote was required.

Tom Mudano declared a conflict and was absent. A conflict-of-interest disclosure form was submitted after the meeting.

Dr. Lori Romano declared a conflict and abstained from the vote. A conflict-of-interest disclosure form was submitted after the meeting.

MOTION was made by Gary Steele to approve AmSkills, Inc. as a training provider for program year 2025-2026 and to execute the Training Provider Agreement.

MOTION was seconded by Beth Galic. Motion carried 14-0.

**Action Item 10 – Training Provider Agreement for Marchman**

The Board reviewed a request to approve Fred K. Marchman as a training provider for the 2025-2026 program year with maximum dollar amount set as \$250,000.00, and the request to approve the execution of the Training Provider Agreement.

Because Dr. Lori Romano represents Pasco County Schools on the Pasco-Hernando Workforce Board of Directors, a 2/3 vote was required.

Dr. Lori Romano declared a conflict and abstained from the vote. A conflict-of-interest disclosure form was submitted after the meeting.

MOTION was made by Joelle Neri to approve Fred K. Marchman as a training provider for program year 2025-2026 and to execute the Training Provider Agreement.

MOTION was seconded by Hope Kennedy. Motion carried 14-0.

**Action Item 11 – Training Provider Extension**



The Board reviewed the request to approve to extend the training providers, Pasco-Hernando State College, Rasmussen and UMA, as authorized providers through September 30, 2025, to continue as providers for the 2025-2026 program year, pending completion of all remaining documentation.

MOTION was made by Cami Leech Florio to approve to extend the training providers Rasmussen, UMA, and Pasco-Hernando State College as authorized training providers through September 30, 2025 for the 2025-2026 program year, pending completion of all remaining documentation.

MOTION was seconded by Mark Earl. Motion carried 15-0.

#### **Action Item 12 – Officer Confirmations**

The Board reviewed a request to approve the Pasco-Hernando Workforce Board of Directors officer confirmations for program year 2025-2026. Charles Gibbons will continue in his role as Board Chair. Joelle Neri will continue in her role as Vice Chair. Mark Earl will continue in his role as the Treasurer/Secretary. This will be Charles Gibbons last year serving as Board Chair.

MOTION was made by Hope Kennedy to approve the Pasco-Hernando Workforce Board of Directors officer confirmations for program year 2025-2026.

MOTION was seconded by John Howell. Motion carried 15-0.

#### **Action Item 13 – Committee Appointments**

The Board reviewed a request to approve the Pasco-Hernando Workforce Board of Directors committee appointments for program year 2024-2025. Members of the Executive Committee were confirmed as follows: Board Chair Charles Gibbons, Vice Chair Joelle Nei, Treasurer/Secretary Mark Earl, and Paul Micklow. Members of the Audit and Finance Committee were confirmed as follows: Chair Mark Earl, Joelle Neri, Lori Romano, and Tom Mudano. Members of the Nominating Committee were confirmed as follows: Chair Turner Arbour, Lori Romano, and John Howell.

MOTION was made by Hope Kennedy to approve the stated committee appointments for program year 2025-2026 with an effective date of July 1, 2025.

MOTION was seconded by Beth Galic. Motion carried 15-0.

#### **Action Item 14 – Meeting and Operations Schedule FY 2025-2026**

The Board reviewed the proposed Board and Committee meeting schedule for fiscal year 2025-2026. The schedule includes holiday closure, staff meetings, operation hours, and one-stop center locations.

MOTION was made by Mark Earl to approve the meeting and operations schedule for fiscal year 2025-2026.

MOTION was seconded by Gary Steele. Motion carried 15-0.

#### **Information Item 1 – Minutes from April 24, 2025, Executive Committee Meeting**

Charles Gibbons reviewed the Executive Committee Minutes from April 24, 2025.



**Information Item 2 – Presentation: Annual Board Training**

Jarrod Prater reviewed the annual board training presentation outlining the requirements of not only board members, but the importance of their roles and responsibility, sunshine law, and conflict of interest policy.

**Information Item 3 – Financial Reports**

Theresa Miner reviewed the Financial Reports for the period of 07/01/2024 through 04/30/2025.

**Information Item 4 – Letter Grade Report**

Jerome Salatino reviewed the letter grade report for the period of 07/01/2023 through 12/31/2024.

**Information Item 5 – Summer Youth Employment Program June 2025**

Jerome Salatino provided an update on the upcoming Summer Youth Employment Program for the 2025 year and the anticipated activities and partnerships.

**Information Item 6 – One Stop Operator Auto-Renewal Year two of Four**

Jerome Salatino provided an update on the activities and work being done by the One-Stop Operator this year.

**Information Item 7 – Education and Industry Consortium Report**

Jerome Salatino shared the outcomes of the Education and Industry Consortium meeting that took place on March 04, 2025. A quarterly report was provided including an overview of the meeting and the LMI Report.

With no further business to discuss, the meeting adjourned.

