

Please be reminded pursuant to Section 3 of Article X 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 IX Section 3 shall govern the voting requirements on such matter.

Executive Committee Meeting Agenda

August 3, 2023 – 10:00 a.m.

Join the meeting via Microsoft Teams

Committee Members

Mark Barry, Mark Earl, Charles Gibbons, Joelle Neri, Lex Smith

Call to order Charles Gibbons, Chair

Public Comments

No requests from the public were received during the allotted time published in the Public Notice.

Action Items

1. Minutes from April 13, 2023, Executive Committee Meeting (Charles Gibbons) Page 2
2. Budget Modification #1 (Theresa Miner) Page 5
3. Board Candidate – Christina Gray (Jerome Salatino) Page 14
4. Board Candidate – Stefanie Pontlitz (Jerome Salatino) Page 23
5. Board Candidate – Beth Galic (Jerome Salatino) Page 38
6. Training Provider Renewal (Jerome Salatino) Page 49

Information Items

1. Financial Reports (Theresa Miner) Page 59
2. Board Composition (Jerome Salatino) Page 64
3. Performance Review (Jerome Salatino) Page 66

Chair Comments

CEO Comments

Adjournment



ACTION ITEM 1
Approval of Minutes

In accordance with Article VI, Section 2 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 the April 13, 2023, Executive Committee Meeting are presented for review. Any modifications should be requested prior to approval.

FOR CONSIDERATION

Approval of April 13, 2023, Executive Committee Meeting Minutes, to include any modifications or changes noted by the Committee.

Executive Committee Meeting Minutes - DRAFT

April 13, 2023 – 9:00 a.m.

Committee Members

Present: Mark Earl, Charles Gibbons, Joelle Neri, Lex Smith

Absent: Mark Barry

Quorum Present: Yes

Others Present:

PHWB Staff – Brenda Gause, Ken Russ, Jerome Salatino, Ania Williams

Proceedings:

Meeting called to order at 9:03 a.m. by Chair, Charles Gibbons

Public Comments

No public comments were received.

Action Item 1 – Approval of February 16, 2023, Executive Committee Meeting Minutes

Charles Gibbons asked the Committee members to review the minutes from the February 16, 2023, 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 Lex Smith to approve the minutes.

MOTION was seconded by Mark Earl. MOTION carried 4-0.

Action Item 2 – Board Candidate – Lindsey Hack

Committee members reviewed the application for Board membership for Lindsey Hack to fill the vacancy under the business category in Hernando County.

MOTION was made by Lex Smith to approve the Board candidate recommendation for presentation to the Hernando County Board of County Commissioners.

MOTION was seconded by Joelle Neri. MOTION carried 4-0.

Action Item 3 – Board Candidate – Paul Micklow

The Committee reviewed the application for Board membership for Paul Micklow to fill the vacancy under the business category in Pasco County.

MOTION was made by Mark Earl to approve the Board candidate recommendation for presentation to the Pasco County Board of County Commissioners.

MOTION was seconded by Lex Smith. MOTION carried 4-0.

Action Item 4 – ARM MOU

The Committee reviewed the request to seek the agreement of the Chief Local Elected Officials in both Pasco and Hernando counties for the MOU/IFA and to enter into an agreement with the required partners.

MOTION was made by Lex Smith to approve the MOU/IFA request as proposed.

MOTION was seconded by Joelle Neri. MOTION carried 4-0.

Information Item 1 – Financial Reports

Jerome Salatino reviewed the Financial Reports for period 7/01/2022 through 2/28/2023.

Discussion Item 1 – Officers and Committee Membership

The Committee discussed committee structure and participation for the upcoming program year.

With no further business to discuss, the meeting adjourned.

ACTION ITEM 2
Budget Modification #1

The Pasco-Hernando Workforce Board, Inc. (PHWB) has received preliminary revenue dollars from the Department of Commerce and has our final carryover dollars. Each year, PHWB prepares a budget to be approved by the local Board, the Pasco County Board of County Commissioners, and the Hernando County Board of County Commissioners for approval, and once approved, submits the budget to CareerSource Florida and the Department of Commerce.

We are bringing this budget, modification #1, before our local committees for approval. Once it is approved, it will be forwarded to both Pasco County and Hernando County for their approvals and signatures, so we can submit it to the Department of Commerce by October 1, which is required.

This budget is based on the final expenses for period ending June 30, 2023, as well as information provided to us at this time by Department of Commerce regarding revenues. This budget is being presented to our Audit Finance Committee and the Executive Committee for approval.

FOR CONSIDERATION

Approval of PHWB's operating budget, modification #1 for the program year July 1, 2023 – June 30, 2024.

PASCO-HERNANDO WORKFORCE BOARD
FINAL BUDGET
FY 2023-2024

BACKGROUND

Florida Department of Commerce has sent out preliminary figures, and we are using those preliminary figures in preparing our Fiscal Year 2022-23 budget. I expect the actual allocations to be close to these budget figures, and I expect to receive the actual NFA's within the next few days of this memo. The Pasco and Hernando Boards of County Commissioners are the "chief elected officials" for Local Workforce Development Area 16 and are responsible for budget approval along with the PHWB.

The Department of Commerce has provided preliminary amounts that are expected to be allocated to the regions for Fiscal Year 2024 in the major funding streams. PHWB staff has included estimates in other funding streams based upon current information or budget requests. Carry forward funds are actual. The Grantee/Subgrantee Agreement requires final budget figures to be submitted with proper approvals by October 1 of every year.

Included in this budget is Marketing and outreach efforts which will use corporate funds (sponsorships as an example).

INFORMATION

Revenue Budget:

The total anticipated revenue for Fiscal Year 2023-2024 is \$11,956,244 which includes \$2,734,206 of carryover dollars from funds with an ending date later than June 30, 2023.

The Revenue Comparison provides a comparison of revenues since 2012. It also gives detail as to the types of funds included, for example, \$6,233,538 comes from recurring sources such as WIOA Adult, Dislocated Worker and Youth funds, Trade Adjustment, Wagner Peyser, TANF, SNAP, RESEA, Vets, which are issued by formula each year. Other funds are one-time funding such as the Non-Custodial Parent, Rapid Response and the Back to Work grant, even though we hope to continue the relationships and receive these funds in the future.

The PHWB leases space to various partners in the One Stop Centers and expects to receive \$11,496 which will be used to offset some of the costs of the one stop leases.

Since the fiscal year beginning June 1, 2012, our overall revenue this year is expected to increase by \$1,427,433. This is due mainly to receiving the NCPEP funding these past several years, as well as Pasco County special dollars and the carryover. However, our recurring revenue has decreased by \$2,087,731. We still have not received actual NFA's for all the recurring funds, but the recurring budget is more than last year, as last year the budget didn't include the supplemental WIOA DW Funds, and I expect an increase in VETS.

Planned Expenditures

The three major categories of the expenditure budget are Board costs, One-Stop Operating costs and Direct Program Costs, including contracts.

The PHWB operates three CareerSource Centers in New Port Richey, Dade City and Brooksville. We also

operate a Mobile One Stop, which visits various locations around the region to take services to those who may not be able to access a CareerSource Center.

The major expenditure of the Board is Payroll and Benefits. Total budgeted costs for payroll and benefits this year is \$5,273,852. Major change budgeted a 3% COLA increase for this budget year as well as a 2% incentive and we have budgeted a 12% increase in health insurance premiums. If group health increases more than anticipated, we may not be able to give the incentive. Due to the decrease in Welfare Transition funds of \$161,890 and less carryover in same fund of \$66,200 we have had to lay off one individual.

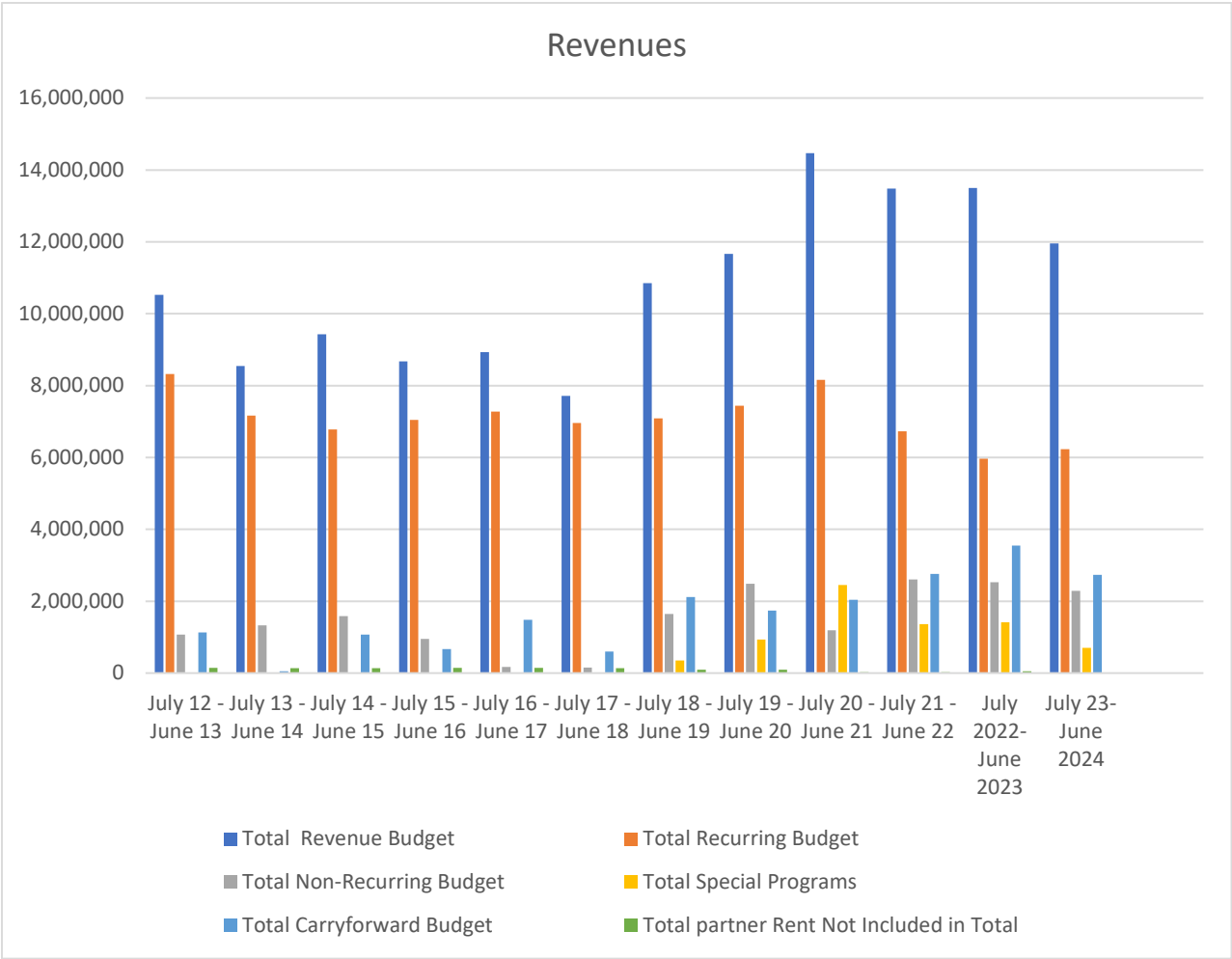
Staff record their time as their duties dictate. In some cases, they may be included partially in one functional area and partially in a Direct Program-funded position.

We also have Department of Commerce employees who work in the CareerSource Centers and are under the functional supervision of the Board. They are funded through VETS, Wagner Peyser, and Trade Adjustment Act. Those salaries and benefits are additional funding and not reflected in the budget figures presented.

The Board has contracted WIOA Youth Services to Eckerd Youth Alternatives. This program will focus on engaging and retaining out-of-school youth, as well as work experience and career pathways training. We have contracted with Eckerd Connects and will be decreasing the budget due to the Youth funds available to \$930,000.

This year the budget for direct training and client support for Adults and Dislocated workers, as well as those affected by the Opioid crisis, is budgeted at \$1,253,000. We also expect to continue our support to Welfare to Work recipients in the amount of \$200,000.

Our Pasco County Back to Work contract has been extended until September 30, 2024, which will allow us to continue to plan to serve those hardest to service in Pasco County, with no additional funds; however, we are budgeting to receive \$700,000 additional funds for October 2023 – September of 2024, but That amount has not been confirmed by Pasco County.



Pasco Hernando Workforce Board
Budget - Final
Program Year 7/1/2023 - 6/30/2024

New funding amounts have not been received	TOTAL	WIOA - AD 1008942	WIOA - DW 800833	WIOA - Youth 919625	Rapid Response	NEG - Opioid	TAA/TAT	SNAP	WTP 1946145	RESEA 397398	VETS 250000	WP 646166	WP Apprenticeship	NCPEP	Back to Work	Corporate
Funding:																
Approved Preliminary Budget	12,668,624	1,822,082	1,866,830	1,401,871	164,917	235,916	45,418	242,825	2,017,829	889,835	283,450	876,202	55,449	1,916,000	700,000	150,000
NEW BUDGET																
Actual Allocations (plus anticipated)	6,065,845	1,038,140	784,358	918,176				160,000	1,784,155	397,398	313,000	670,618				
Actual Allocations (& anticipated)(Non Recurring)	2,138,500				160,000								62,500	1,916,000		
Carryover (recurring \$)	2,734,206	308,291	1,029,650	300,317		270,554	45,458	28,376	250,613	287,277	1,708	211,962				
Supplemental WIOA	167,693		167,693													
Ticket to Work/	150,000															150,000
Other (new or carryover)	700,000														700,000	
Total Funding	11,956,244	1,346,431	1,981,701	1,218,493	160,000	270,554	45,458	188,376	2,034,768	684,675	314,708	882,580	62,500	1,916,000	700,000	150,000
% of change	-5.62%															
Budgeted Expenditures:																
Payroll & Benefits - Business Services	735,402	127,810	180,700	36,699		12,058		27,633	272,599	77,904						
Payroll & Benefits - Program Services	1,578,637	105,538	364,067	53,958	13,100	17,729	4,812	40,627	377,364	137,973	94,698	204,573	1,994	2,288	144,485	15,431
One Stop Operator	20,797	3,798	1,893	675	317	222	61	772	5,897	1,413	1,803	2,014	25	29	1,809	69
One Stop Allocated Costs	1,010,181	125,045	76,507	23,930	10,739	7,863	2,163	22,950	191,565	50,064	63,351	374,499	897	1,028	57,382	2,198
Capital Purchases	0															
Program Operations - Allocated	29,850	5,624	3,250	1,000		329	90	964	8,027	2,093	3,066	2,558	37	43	2,667	102
Business Services Allocated	20,369	5,297	2,546	942		310		1,077	8,226	1,971						
Board & One-Stop Pooled Operating Costs	3,395,236	373,112	628,963	117,203	24,156	38,511	7,126	94,023	863,678	271,418	162,918	583,644	2,953	3,388	206,343	17,800
DIRECT CUSTOMER TRAINING																
Eckerd Youth Alternatives Program	930,000			930,000												
ITAs	920,000	325,000	530,000			30,000	30,000		5,000							
At Risk Programs	0															
Incumbent Worker Training (IWT)	230,000	150,000				80,000										
OJT	130,000	100,000													30,000	
Gulf Coast Jewish	1,816,000													1,816,000		
Internships or other projects in line with mission	80,000			30,000												50,000
Direct Participant Costs- Support Svcs)	208,000					8,000			200,000							
Total Direct Customer Training Costs	4,314,000	575,000	530,000	960,000	0	118,000	30,000	0	205,000	0	0	0	0	1,816,000	30,000	50,000
Board Direct Costs																
Direct Payroll & Benefits	1,912,444	122,866	504,911	74,677	60,089	24,537		56,229	554,704	158,524	16,980		4,115	4,722	318,879	11,211
Direct Operating Costs - Total operating cost minus rent from WP	292,643 0	11,413	5,090	33,678	15,540	2,918		1,871	24,413	3,551	9,759	172,500	87	3,000	8,586	237
Total Board Direct Costs	2,205,086	134,279	510,001	108,355	75,629	27,455	0	58,100	579,117	162,075	26,739	172,500	4,202	7,722	327,465	11,448
Indirect Costs	1,222,739	263,957	92,531	31,973	21,010	15,595	4,233	24,074	352,548	67,871	123,862	80,657	1,753	2,012	135,888	4,777
Total Indirect Costs	1,222,739	263,957	92,531	31,973	21,010	15,595	4,233	24,074	352,548	67,871	123,862	80,657	1,753	2,012	135,888	4,777
Total Planned Expenditures	11,137,061	1,346,349	1,761,495	1,217,531	120,795	199,561	41,359	176,197	2,000,343	501,364	313,519	836,801	8,908	1,829,122	699,696	84,025

PASCO-HERNANDO WORKFORCE BOARD (PHWB)

Revenue Budget Comparison

July 2012 - July 2023 FUNDING

Program Years:	Total Revenue Budget	Total Recurring Budget	Total Non-Recurring Budget	Total Special Programs	Total Carryforward Budget	Total partner Rent Not Included in Total
July 12 - June 13	10,528,811	8,321,269	1,074,363		1,133,179	144,287
July 13 - June 14	8,544,775	7,168,226	1,326,549		50,000	135,201
July 14 - June 15	9,429,732	6,776,316	1,584,083		1,069,333	137,623
July 15 - June 16	8,669,596	7,049,086	948,454		672,056	142,416
July 16 - June 17	8,928,200	7,276,185	171,450		1,480,565	142,282
July 17 - June 18	7,712,074	6,958,114	153,960		600,000	137,937
July 18 - June 19	10,846,365	7,084,545	1,647,835	350,000	2,113,985	96,724
July 19 - June 20	11,668,990	7,441,339	2,484,873	931,140	1,742,778	94,594
July 20 - June 21	14,471,558	8,160,360	1,187,268	2,451,205	2,035,393	25,000
July 21 - June 22	13,479,120	6,724,722	2,604,958	1,365,838	2,758,602	25,000
July 2022- June 2023	13,497,754	5,968,749	2,526,000	1,409,364	3,545,641	48,000
July 23- June 2024	11,956,244	6,233,538	2,288,500	700,000	2,734,206	11,496

NOTES:

Recurring Budget consists of formula funds allocated annually to each of the Regional Workforce Boards. These are federal funds passed through the State of Florida. Past years information is based on allocation received at time of budgeting. These funds include WIOA, TAA, Wagner Peyser, Welfare Transition, SNAP, RESEA, VETS. Compared to prior year budget; we received DW increase which offset WTP decrease; and a slight increase in WIOA AD and Wagner Peyser, anticipated VETS, which makes up for the overall increase

One Time Budget consists of grants received for targeted projects and additional funds provided by the State of Florida that may not be recurring. They include NCPEP, Apprenticeship, Rapid Response & NEG Funding. This also includes Ticket to Work and Tobacco Free Florida

Special Programs consist of funding received due to special circumstances. Some of this years funding is due to COVID-19, a special contract with Pasco County Gov't with the intent of getting workers re-trained in a field necessary to allow them to return to work, as well as our Back to Work program funded by Pennies for Pasco

Carryforward budget consists of funds for programs that extend beyond the end of the fiscal year for all recurring funding sources, except for Pennies for Pasco.

Rents received from One Stop partners and others is treated as a credit to Lease expense rather than revenue.

		High Level Summary		
	2023-2034	2023-2024	From Prior Year	
	Approved Preliminary Budget	Final Budget	Amount change	% change
Funding:				
Actual Allocations (plus anticipated)	5,910,760.00	6,065,845	155,085	
Actual Allocations (& anticipated)(Non Recurring)	2,245,917.00	2,138,500	(107,417)	
Carryover (recurring \$)	3,494,254.00	2,734,206	(760,048)	
Supplemntal WIOA	167,693.00	167,693	-	
	-			
Ticket to Work/	150,000.00	150,000	-	
Other (new or carryover)	700,000.00	700,000	-	
TOTAL REVENUE	13,449,753.62	11,956,244	(712,380)	-5.96%
Budgeted Expenditures:	-	-		
Payroll & Benefits - Business Services	748,982.00	735,402	(13,580)	
Payroll & Benefits - Program Services	1,573,599.00	1,578,637	5,038	
One Stop Operator	20,797.00	20,797	-	
One Stop Allocated Costs	928,176.00	1,010,181	82,005	
Capital Purchases	-	-	-	
Program Operations - Allocated	29,850.00	29,850	-	
Business Services Allocated	20,369.00	20,369	-	
Board & One-Stop Pooled Operating Costs	3,273,603.70	3,395,236	73,463	2.16%
DIRECT CUSTOMER TRAINING				
Eckerd Youth Alternatives Program	988,923.00	930,000	(58,923)	
	-		-	
			-	
ITAs	865,000.00	920,000	55,000	
ARC	-	-	-	
Incumbent Worker Training (IWT)	180,000.00	230,000	50,000	
OJT	150,000.00	130,000	(20,000)	
Gulf Coast Jewish	1,816,000.00	1,816,000	-	
Internships or other projects in line with mission	75,000.00	80,000	5,000	
Direct Participant Costs- Support Svcs)	168,000.00	208,000	40,000	
			-	
Total Direct Customer Training Costs	5,012,900.00	4,314,000	(698,900)	
Board Direct Costs				
Direct Payroll & Benefits	1,942,570.00	1,912,444	(30,126)	
Direct Operating Costs - Total operating cost minus rent from WP	292,644.00	292,643	(1)	
Total Board Direct Costs	2,417,332.00	2,205,086	(212,246)	-9.63%
Indirect Costs	1,096,167.00	1,222,739	126,572	
Total Indirect Costs	1,199,738.00	1,222,739	23,001	1.88%
TOTAL PLANNED EXPENDITURES	11,903,573.70	11,137,061	(814,682)	-7.32%



CareerSource Florida
1590 Waldo Palmer Lane, Ste 1
Tallahassee, FL 32308

And

Florida Department of Commerce
107 E. Madison Street
Caldwell Building
Tallahassee, FL 32399

To the Attention of Budget Review:

This budget, approved by the Executive Committee for Workforce Region 16 on August 3, 2023, has been approved by the designated Chief Elected Official(s) for Region 16 on _____, 20____.

Chief Elected Official – Hernando County

Chair of the RWB

Contact name and phone number for questions related to submitted budget:

Theresa H. Miner, Sr. VP of Finance; phone: 352-593-2235

President and CEO

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





CareerSource Florida
1590 Waldo Palmer Lane, Ste 1
Tallahassee, FL 32308

And

Florida Department of Commerce
107 E. Madison Street
Caldwell Building
Tallahassee, FL 32399

To the Attention of Budget Review:

This budget, approved by the Executive Committee for Workforce Region 16 on August 3, 2023, has been approved by the designated Chief Elected Official(s) for Region 16 on _____, 20____.

[SEAL]

ATTEST:

BOARD OF COUNTY COMMISSIONERS
OF PASCO COUNTY, FLORIDA

Nikki Alvarez-Sowles, Esq.,
Pasco County Clerk & Comptroller

By: _____
Jack Mariano, Chairman

Chair of the RWB

Contact name and phone number for questions related to submitted budget:

Theresa H. Miner, Sr. VP of Finance; phone: 352-593-2235

President and CEO

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

ACTION ITEM 3
Board Candidate – Christina Gray

With two 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 business sector.

Candidate: Christina Gray

Ms. Gray represents a local business that provides air ambulance transportation in our region and has been nominated by the Hernando County Office of Economic Development and approved by the PHWB Nominating Committee on July 13, 2023. Information on Ms. Gray, including her application and nomination letter, is presented for review.

FOR CONSIDERATION

Recommend the approval of Christina Gray for presentation to the Hernando County Board of County Commissioners for appointment to the Pasco-Hernando Workforce Board of Directors.

APPLICATION FOR MEMBERSHIP PASCO HERNANDO WORKFORCE BOARD

Please provide full and complete information. Send the completed form and attachments to Ania Williams at awilliams@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: Gray	First Name: Christina	M.I.: D
Street Address: 19751 Sterling Bluff Way		
City: Brooksville	State: FL	Zip: 34601
County of Residence: Hernando	Home Phone:	
Personal Email: christina@globaljetcare.com	Cell Phone: (352) 277-6987	
Employer or Organization that will be represented:		
Job Title or Position: V. President / Owner	Est. Annual Revenue: 20m	
Street Address: 15421 Technology Dr		
City: Brooksville	State: FL	Zip: 34604
County of Business: Hernando	Work Phone: (352) 799-7771	
Work Email: christina@globaljetcare.com	Other Phone:	
Assistant Name: Lori Griffin	Assistant Title: Office Mgr	
Assistant Email: lgriffin@globaljetcare.com	Assistant Phone: (352) 799-7771	
Preferred Method of Contact: <input type="checkbox"/> Home Phone <input checked="" type="checkbox"/> Cell Phone <input type="checkbox"/> Personal Email <input type="checkbox"/> Work Phone <input 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 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 checked="" type="checkbox"/> Other: Aviation

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.

Gender: <input type="checkbox"/> Male <input checked="" type="checkbox"/> Female	Race/Ethnicity: <input checked="" type="checkbox"/> White (not Hispanic) <input type="checkbox"/> Black/African American (not Hispanic) <input type="checkbox"/> White and Hispanic <input type="checkbox"/> Black and Hispanic <input type="checkbox"/> Other	Other: <input type="checkbox"/> Disabled Individual <input type="checkbox"/> Older Individual <input type="checkbox"/> Veteran
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CHRISTINA D. GRAY

V. PRESIDENT

19521 Sterling Bluff Way
Brooksville, FL 34601

352-277-6987

christina@globaljetcare.com

OBJECTIVE

I am seeking a Community Benefit Organization that will utilize my existing skills; giving me an opportunity to support Hernando County.

EDUCATION —

Global Jetcare, Inc
15421 Technology Dr.
Brooksville, FL 34604

Ultimate Software
Weston, FL

Project Solutions
Zephyrhills, FL

Ultimate Software
Weston, FL

Hi-Stat Manufacturing
Lexington, OH

EXPERIENCE

4/2009 - Present

Position : V. President / Owner

Manage office, sales and medical department for an international air ambulance company.

4/2009 – 11/2013

Position: Senior Software Support Manager

Trained support staff parttime while starting my other business. Trained how to update and manage database files and payroll software as well as HR/Payroll rules and regulations.

2/2007 – 4/2009

Position: Project Manager / Owner

Performed software transition for fortune 500 companies doing mergers / acquisitions.

9/1998 - 2/2007

Position – Project Manager

Managed project for large companies to move to Ultimate Software HR/Payroll system.

7/1982 - 9/1998

Position: IT Manager

Developed business and automation software for automotive manufacturing company. Managed 8 programmers and network personal. Trained company personal on all company software.

KEY SKILLS —

Project Management

LEADERSHIP

My entire career I have specialized in building and managing teams. I excel in problem solving with innovative ideas while managing time constraints. During my career I have traveled most of the United States working with diverse groups in all types of business and industry. I am very detail-oriented when performing tasks.

Christina D. Gray
19751 Sterling Bluff Way
Brooksville, FL 34601
352-277-6987

Christina Gray is Vice President of Global Jetcare Inc., a worldwide air ambulance company based at the Brooksville, Airport.

At the age of 15, Christina left school after only completing 9th grade and joined the work force to support herself. At 17 she became a wife and mother. Christina attended North Central Technical College and earned an associate in computer science which she completed at age 24. Soon after graduating she was hired by Hi-Stat Manufacturing, a large auto supply manufacturing company. In her 18-year tenure she developed and managed the company's business software applications.

Christina went on to join Ultimate Software as a project manager implementing HR and payroll software traveling throughout the United States for 10 years. Christina was the Lead Project Manager for many Fortune 500 companies with a payroll of 10,000 to 300,000 employees. Her list of accomplishments included John Deere, Columbia Records and Cody Cosmetics.

In 2004 Christina established her own company, Dedicated Project Solutions, Inc., based out of a 40-foot RV and continued to travel the US. She assisted companies that were acquiring employees thru mergers and acquisitions with all aspects of HR and Payroll.

In 2009 Christina became partner with her son in the purchase of a charter airline company acquired to merge with Global Jetcare, Inc. By 2010 the company was growing rapidly, and she joined the company full time to manage the office. Christina now performs the duties of CFO while managing the office and medical department. Global Jetcare has been in business for 14 years and has grown from a 10,000 company to 20 million in revenue.

Christina was co-chair on the board of directors for Pace Hernando County serving from 2019 – 2023. Christina in her free time enjoys volunteering to support Pace, The Arc and SPCA.



HERNANDO COUNTY
BOARD OF COUNTY COMMISSIONERS
OFFICE OF ECONOMIC DEVELOPMENT
15800 Flight Path Drive ♦ Brooksville, FL 34604

May 30, 2023

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

Dear Mr. Salatino:

I would like to nominate Christina D. Gray as a representative of the business sector in Hernando County and surrounding areas.

Christina is currently the Vice President at Global Jetcare, and I feel she will bring much leadership and experience to the Board of Directors of CareerSource Pasco Hernando. Her background and experience in organizational management will greatly enhance the overall composition of the Board. Global Jetcare is a for-profit company working in the area for many years.

Please accept this nomination for consideration.

Sincerely,

Valerie Pianta

Digitally signed by Valerie Pianta
Date: 2023.05.30 10:06:08 -04'00'

Valerie M. Pianta, MEDP
Economic Development Director

**HERNANDO COUNTY
BOARD OF COUNTY COMMISSIONERS
BOARD/COMMITTEE APPLICATION**

Please type or print clearly

Name of Board/Committee PHWB
Check one: ☒ **Full Member Position**
☐ **Alternate Member Position**

Name Christina D. Gray
(Your name must be listed as it appears on your voter registration card)

THE FOLLOWING INFORMATION IS REQUIRED FOR COUNTY RECORDS AND BECOMES PUBLIC RECORD UPON SUBMITTING THIS APPLICATION. IF YOU BELIEVE THAT YOU QUALIFY FOR AN EXEMPTION TO THE RELEASE OF THIS INFORMATION, PURSUANT TO F.S. 119.07, PLEASE STATE THE BASIS OF YOUR EXEMPTION. YOUR FAILURE TO ANSWER FULLY AND TRUTHFULLY ALL QUESTIONS COULD RESULT IN YOUR APPLICATION BEING DENIED OR YOUR SUBSEQUENT REMOVAL FROM ANY BOARD/COMMITTEE IF APPOINTED.

Address 19751 Sterling Bluff Way
City Brooksville Zip 34601
Telephone 352-277-6987 (home) 352-799-7771 (business)
E-mail address christina@globaljetcare.com

Are you a resident of Hernando County? Yes

Voter Registration Number 115124868

Education Associate Degree in Computer Science
(Please include any certificates, awards, diplomas, degrees, professional license numbers, etc.)

Employment History Attached
(Attach a resume if available)

Licenses or Certificates Held _____

Have you ever previously applied for a position on any County Board/Committee? No

If yes, please state the Board(s)/Committee(s) you applied for, when you applied, and whether you were appointed.

Have you ever been convicted, plead guilty or no contest, or entered into PTI for a felony or 1st/ 2nd degree misdemeanor? NO
Answering yes does not automatically disqualify you for consideration.

If yes, what charges? _____

Are you currently involved as a defendant in a criminal case? NO

If yes, what charges? _____

Have you ever been named as a defendant in a civil action suit? NO

If yes, when and describe action. _____

Please state your reasons for applying to this Board/Committee _____

Interested in the future of Hernando county. Would like to assist in the education and future of our youth.

Please list three character references of persons NOT related to, NOT an employer, NOT an employee of you or your company, and whom you have known at least one (1) year. Please include addresses and phone numbers.

1. Jeff Holcome - 422 Nessler Way , Spring Hill 34609 - 352-678-7213
2. Russell Rami - 2335 Dog Leg Court , Brooksville 34604 - 352-586-4689
3. John Allocco - 7033 Bahama Swallow Ave., Weeki Wachee 34613 - 352-585-3055

I hereby request consideration as a committee/board appointee. It is my intention to familiarize myself to the duties and responsibilities of the office to which I may be appointed, and to fulfill the appointment to the best of my ability, exercising good judgement, fairness, impartiality, and faithful attendance. By my signature below, I hereby authorize Hernando County to check my references and my background, including, without limitation, obtaining a criminal history check. I also agree to file a Financial Disclosure form as required by State law, if applicable, and abide by provisions of the State Sunshine Law.

I hereby swear and affirm, under Penalty of Perjury, that the above information is true and correct.

Applicant s signature Christina D. Gray Digitally signed by Christina D. Gray
Date: 2023.06.09 16:26:04 -04'00'

(Please direct all inquiries to the County Administrator s Office at 754-4002.)

Completed applications may be submitted to the County Administrator's office, 15470 Flight Path Drive, Brooksville, Florida 34604, or faxed to 352-754-4025 Attention: Jessica Wright.



Hernando County Background Consent / Release Form

As a volunteer applicant, I understand and acknowledge that an investigative report may be compiled on me. This report may include information regarding any criminal records, and from various public and private sources including law enforcement agencies at the Federal, State or County level, courts record repositories, sexual offender registries and any other source required to verify information that I have voluntarily provided.

PERSONAL INFORMATION

Legal Name: Christina D. Gray

Date of Birth: 07-07-1959

Other Names Used: _____
(Legal Name) First M.I. Last

Dates Used (from/to): any

Home Phone #: _____

Cell Phone #: 352-277-6987

E-mail Address: christina@globaljetcare.com

Are you 18 years of age or older? ☒ Yes ☐ No

GEOGRAPHIC INFORMATION

Current Address: 19751 Sterling Bluff Way

City, State, Zip : Brooksville, FL 34601

Time at this address: _____ Years 3 _____ Month

Previous Address: 6087 Evening Ray Dr

City, State, Zip : Brooksville, FL 34601

Time at this address _____ Years 3 _____ Month

By signing below, you hereby authorize, empower and release from all liability, without reservation, any agency contacted by Hernando County to furnish the above-mentioned information. You further authorize ongoing procurement of the above-mentioned information at any time during your relationship with Hernando County. You agree that a fax or photocopy of this authorization is to be considered and accepted with the same authority as the original.

Christina D. Gray
Applicant's Signature

Date

ACTION ITEM 4
Board Candidate – Stefanie Pontlitz

To maintain compliance with CareerSource Florida Policy Number 91, the following nomination has been received to fill a vacancy under the Labor/Apprenticeship category.

Candidate: Stefanie Pontlitz

Ms. Pontlitz represents individuals with disabilities in the Pasco-Hernando region and has been nominated by the Lighthouse for the Visually Impaired and Blind and approved by the PHWB Nominating Committee on July 13, 2023. Information on Ms. Pontlitz is included and presented for review.

FOR CONSIDERATION

Recommend the approval of Stefanie Pontlitz for presentation to the Pasco County Board of County Commissioners for appointment to the Pasco-Hernando Workforce Board of Directors.

APPLICATION FOR MEMBERSHIP PASCO HERNANDO WORKFORCE BOARD

Please provide full and complete information. Send the completed form and attachments to Ania Williams at awilliams@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: Pontlitz	First Name: Stefanie	M.I.: F
Street Address: 11538 Lakeview Dr		
City: New Port Richey	State: FL	Zip: 34654
County of Residence: Pasco	Home Phone: (727) 514-5133	
Personal Email: sfpontlitz@gmail.com	Cell Phone: (727) 514-5133	
Employer or Organization that will be represented: Lighthouse for the Visually Impaired and Blind		
Job Title or Position: CEO	Est. Annual Revenue: \$1,200,000	
Street Address: 9130 Ridge Rd / 6492 California St		
City: New Port Richey / Brooksville	State: FL	Zip: 34654/04
County of Business: Pasco/Hernando	Work Phone: (727) 815-0303	
Work Email: spontlitz@lvib.org	Other Phone: (352) 754-1132	
Assistant Name: n/a	Assistant Title: n/a	
Assistant Email: n/a	Assistant Phone:	
Preferred Method of Contact: <input type="checkbox"/> Home Phone <input checked="" type="checkbox"/> Cell Phone <input type="checkbox"/> Personal Email <input type="checkbox"/> Work Phone <input 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 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 checked="" 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.

Gender: <input type="checkbox"/> Male <input checked="" type="checkbox"/> Female	Race/Ethnicity: <input checked="" type="checkbox"/> White (not Hispanic) <input type="checkbox"/> Black/African American (not Hispanic) <input type="checkbox"/> White and Hispanic <input type="checkbox"/> Black and Hispanic <input type="checkbox"/> Other	Other: <input type="checkbox"/> Disabled Individual <input type="checkbox"/> Older Individual <input type="checkbox"/> Veteran
---	--	--



Stefanie Ambrosio Pontlitz
11538 Lakeview Dr
New Port Richey, FL 34654
(727) 514-5133
sfpontlitz@gmail.com

EDUCATION: Bachelor of Communications, May 2003

Minors: Business and English

Florida State University, Tallahassee, FL

Graduated Cum Laude

Series 7 & 66 Licensed

EXPERIENCE:

Chief Executive Officer, Executive Director, November 2020 to Present
Lighthouse for the Visually Impaired and Blind, New Port Richey, FL

Fiscal Control:

- Analyze and direct all financial operations of all programs and services
- Work closely with the contracted accounting firm to maintain standards of accounting applicable to non-profit business practice
- Negotiate contracts and agreements with funding sources in accordance with the guidance of the Board of Directors

Programs:

- Establish program objectives, and ensure objectives are achieved
- Carry out programs that meet national accreditation standards and achieve the objectives of each program
- Oversee and supervise all rehabilitation programs, including holding regular staff and case management meetings, policy and procedure reviews, curriculum development and staff development/training
- Locate new sources of funding and oversee grant proposals & applications

Personnel Management:

- Carry out sound personnel practices and policies in accordance with the Personnel Manual and current professional standards
- Recruit, employ, supervise, evaluate, and discharge all personnel
- Encourage professional growth of staff

Policy:

- Helps set and carry out the policies and procedures as set forth in the Policy & Procedure Manual
- Recommends changes in policies and procedures
- Presents recommendations to the Board of Directors concerning legal and contractual obligations of the agency

Community Relations:

- Initiate new contacts and maintains contacts with other human service agencies, and network locally, statewide, nationally, and internationally
- Promote awareness about blindness and low vision within agencies, businesses, and organizations in the community

Fundraising & Development:

- Serve in concert with the Board of Directors in fundraising

Owner, March 2021 to Present
Cypress Charitable Consulting

Grant Writing:

- Offer ongoing contracts for grant writing services for nonprofit organizations
- Research grant opportunities, write highly competitive proposals and participate in debriefs on approved or rejected proposals

Social Media:

- Offer ongoing contracts for social media services for nonprofit organizations

- Work with organizations for content and create additional content
- Track and analyze results based on social media platforms

Vice President Development, March 2018 to November 2020

Youth and Family Alternatives, New Port Richey, FL

- Responsible for planning, directing and increasing the development of financial resources for the organization
- Identify, cultivate and foster new partnerships to expand programming enrichments
- Manage, support and oversee RAP River Run Committee, largest fundraiser
- Work directly with Supportive Living Coaches and Developmentally Delayed residents in new affordable housing project
- Elevate fundraising initiatives and provide management support to overall agency
- Secured \$250,000 in 2019 State Legislative Budget for shelter renovations, \$500,000 requested in 2020 LBR, decision pending.
- In first 6 months of fiscal year 2019-20, wrote grants for a total of \$1,553,000. Decisions pending.
- Produced promotional social media post in cooperation with Pasco County Sheriff's Office, generated 31,000 views, 10,000 likes and more than 1,000 shares
- Wrote, submitted and managed grants through DJJ, DCF and DV
- Raised 1,800,000 in first year and 2,600,000 in second year of position

Chief Operating Officer, November 2016 to March 2018

Vice President of Development, January 2015 to November 2016 (Promoted to COO) Director of Development, April 2012 to January 2015 (Promoted to VP of Development) United Way of Pasco County, Land O'Lakes, FL

- Responsible for planning, directing and increasing the development of financial resources for the organization
- Responsible for development and implementation of annual budget
- Provide timely financial reporting to Finance Committee and Board of Directors
- Annually supervise and mentor Publix Associate on Loan
- Develop, implement and supervise new Small Business Partnership Manager and overall initiative
- Create, implement and execute signature fundraiser, Lip Sync Battle Pasco
- Assist community partners with volunteerism needs, fundraising guidance, and community education
- Compose and distribute the United Way story through press releases, social media, newsletters, and other outlets
- Verify incoming funds for input into donor relations software
- Confirm input of pledges and funds in donor relations software and transfer to QuickBooks
- Utilize monthly Profit and Loss, Accounts Receivable and other fiscal statements to evaluate current fundraising status and pledge loss estimates
- From 2013-2015: Recruit volunteers and leaders to staff locations for annual Stuff the Bus program, schedule volunteers and ensure adequate volunteer coverage throughout event
- Raised more than \$100,000 in school supplies for more than 3,500 Pasco teachers during 3-year Stuff the Bus event
- Increased largest corporate donor campaign in 2016-2017 by 14.05% or \$120,000

Retirement Services Team Lead, February 2010 to April 2012

Customer Service Rep I, August 2009 to February 2010 (Promoted to Team Lead) Chase Investment Services Corporation/Chase Bank, Tampa, FL

- Provide direct supervision to 10+ Customer Service Representatives (CSR) and management support to 30+ representatives
- Evaluate, maintain and deliver monthly reviews to CSR levels 1 through 3
- Assist upper management with all aspects of managing employee performance, quality control and handling escalation requests
- Address high priority/complex requests from internal/external clients
- Develop, implement and supervise a new Retirement Specialist queue available to Financial Advisors and

licensed Personal Bankers

- Coach Chase bankers, financial advisors, tellers and private wealth managers regarding policies, procedures, products, systems and banking transactions involved with Retirement services
- Interview candidates for available positions within the Contact Center

Financial Advisor, July 2005 to August 2009

A.G. Edwards & Sons/Wachovia Securities/Wells Fargo Advisors, Port Richey, FL

- Responsible for over \$25 million in client assets
- Maintain and service over 100 households
- Assist in the comprehensive understanding of complex financial issues
- Conduct in-depth reviews of clients' financial circumstances, risk levels, time horizon and goals
- Review and respond to clients changing needs and financial circumstances
- Develop Planned Giving strategies/charitable giving strategies as part of client's financial plan
- Obtain and build client base through prospecting
- Provide expert guidance for individuals and businesses in the areas of retirement solutions, insurance and investment services, estate needs, business solutions, education funding, and employee benefits
- Utilize research and product knowledge to maintain assets according to clients' goals
- Achieved Accredited Asset Management Specialist Designation

PROFESSIONAL AND COMMUNITY ACTIVITIES:

- Community resume available upon request

PROFESSIONAL REFERENCES:

- References available upon request

Stefanie Ambrosio Pontlitz
Community Resume

Service Club Activities:

Rotary Club of Trinity

Officer Positions:

2022-2023 Director of Club Administration, Elect
2021-2022 Treasurer
2020-2021 Past President & Treasurer
2019-2020 President
2018-19 President Elect
2017-18 Board of Directors

Committee Positions:

2019-2021 Co-chair of Paul Harris House – a Safety Town building to promote community service
2019 Gala Committee & Decorating Co-Chair
2018 Public Image Chair
2018 Gala Chair
2017 Gala Committee & Logistics Chair
2015 & 2016 Speaker Chair
2013-2015 Schwettman Interact Liaison
2014 Fire & Ice Gala Promotions Chair
2013-2014 Miss Sunshine
2013 PasCow Plop Social Media Chair
2013-2015 Weekly Bulletins
2013-2015 Pack-A-Sack Liaison (Dec 2013, Feb-May 2014, March 2015)

Sponsorships:

2013-2022 Gala Sponsor (through Pontlitz Asset Advisors)

Rotary District 6950

2025-2026 District Governor 1st Lady
2022-2024 District Governor 1st Lady Elect
2016-2018 District Executive Board of Directors
2016-2018 District Alumni Chair
2016 Incoming District Alumni Chair (new position)

Junior Service League

Officer Positions:

2018-2022 Sustainer
2016-2017 Sustainer & Board Consultant

2015-2016 Past President
2014-2015 President
2013-2014 1st Vice-President
2008-2009 2nd Vice-President
2007-2008 Secretary

Committee Positions:

2017 Nominating Committee Chair
2015 Historian / Alumni Database Creation
2014 Bylaws Committee
2014 Playground Committee Member
2013-2014 Nominating Committee Chair
2008-2009 Nominating Committee Chair
2008 Santa Brunch Chair

Sponsorships:

2008-2016 Dancing with the Local Stars Sponsor (through Pontlitz Asset Advisors)

Lions Club of Hudson/Bayonet Point

Committee Positions:

2022 Nominating Committee

Other Community Affiliations Activities:

Big Blue BBQ

2022 Event Co-Chair

Leadership Pasco

Officer Positions:

2017 Immediate Past President
2016 President
2015 President Elect
2014 Secretary
2013-2014 Board Member
2012-2013 Class Vice President

Committee Positions:

2018-2022 Strategic Planning Committee
2017-2022 Past President's Council
2017-2022 Class Day Chair
2017 Bylaws Committee
2016 -2021 Nominating Committee Member
2015-2022 Recruitment Committee Member

2015-2016 Class Day Co-Chair
2014 Business & Industry Day Chair
2014 Branding Committee Member
2013-2017 Youth Leadership Pasco Class Day presenter
2013-2017 SIMSOC Committee Member
2012 Taste of Pasco Marketing & Promotions Committee Member

Sponsorships:

2019-2022 Simsoc and Graduation Sponsor (through Pontlitz Asset Advisors)

SPCA Suncoast

Officer Positions:

2013-2017 Secretary

Committee Positions:

2016 Finance Committee
2015 Finance Committee
2014 & 2015 Spay-ghetti Dinner Committee
2014 Whiskers & Tails Fundraiser Chair
2013-2015 Finance Committee
2013 Executive Review Committee

Toys for Tots

Officer Positions:

2014 Volunteer Coordinator

Youth and Family Alternatives

Committee Positions:

2022 RAP River Run Co-Chair (post-employment)
2018 & 2019 was employed by YFA
2017 RAP River Run Committee (pre-employment)
2016 RAP River Run Committee (pre-employment)
2015 RAP River Run Volunteer (pre-employment)
2014 RAP River Run Committee (pre-employment)

United Way of Pasco County

Committee Positions:

2018-2019 Stuff the Bus Volunteer (post-employment)

Professional and Occupational Activities:

Association of Fundraising Professionals

Officer Positions:

2018-2022 Treasurer
2017 Treasurer
2016 Past President
2015 President
2014 President Elect & Secretary
2013 Board Member

Committee Positions:

2019-2020 Website Chair
2017 Website Chair
2017-2018 Public Relations Co-Chair
2016 National Philanthropy Day Chair
2016 Mentorship Chair
2015 Public Relations Chair
2014 National Philanthropy Day Chair
2013 Programs Chair
2013 Diversity Chair

Business Networking International, Outlook to Success Chapter

Officer Positions:

2008-2010 Director
2006-2007 Founder & First President

Committee Positions:

2008-2009 Mentor Coordinator
2007-2008 Member Issues Chair

West Pasco Young Professionals Group

Officer Positions:

2018-2019 Officer
2012-2013 Secretary
2008-2009 President
2007-2008 Secretary

Committee Positions:

2015 Sleek & Sexy Committee – Volunteer Chair
2009-2010 Social Chair
2008 Sleek & Sexy Committee

2007 Sleek & Sexy Committee
2007 Santa Brunch Committee

Sponsorships:

2008-2016 Sleek and Sexy Event Sponsor (through Pontlitz Asset Advisors)

Calusa Business and Professional Women

Officer Positions:

2007 Treasurer
2006 Treasurer
2005 Treasurer

Committee Positions:

2006 Program Chair
2005-2007 Scholarship Committee

West Pasco Chamber of Commerce

Committee Positions:

2017 Amanda Murphy's Honorary Governor's Race Committee
2013 Honorary Governor's Race Wacky Quacky Duck Race Chair
2005-2017 Chamber Ambassador

Sponsorships:

2007-2009 Main Sponsor, Hudson Brochure Exchange

Other

2022-2023 RESPECT of Florida Oversight Committee
2022-2023 Florida Associations Serving the Blind Board Secretary
2018-2021 Suncoast Credit Union Advisory Board
2015-2022 Krewe of Mustang Sallies, General Member
2014 Celebration of Lights-Santa Is Real, Board Member and Volunteer
2009 American Cancer Society, Relay for Life, Luminaria Chair
2007-2009 All Children's Hospital Guild, General Member
2007-2009 Community Service Council, Bachelor Auction Committee
2005-2007 Sigma Alpha Epsilon (St. Leo University) Fundraising and promotions consultant
2004-2005 Public Relations Society of America, General Member
2004-2005 Sigma Alpha Epsilon (Univ. of North Florida) Fundraising and promotions consultant
1999-2003 Women's Refuge House DV Shelter volunteer
1999 Peter Warrick Heisman Coalition

Awards:

Leadership Pasco

2020 Judith Rochelle Award

Rotary Club of Trinity

2013-2014 Rotarian of the Year

It's Your Home Trinity Magazine

2017 Hometown Hero (February)

West Pasco Chamber of Commerce

2022 Queen Chasco Nominee

2020 Queen Chasco Nominee

2019 Queen Chasco Nominee – declined nomination due to commitment as incoming Rotary President

2018 Queen Chasco Nominee

2017 Queen Chasco Nominee

2016 Queen Chasco Nominee

2015 Queen Chasco Nominee

2009 Queen Chasco Nominee

Association of Fundraising Professionals

2013 Chamberlain Scholar

May 22, 2023

To The Pasco-Hernando Workforce Board of Directors,

It is my pleasure to nominate Stefanie Pontlitz, CEO of Lighthouse for the Visually Impaired and Blind (LVIB) for your consideration to the Pasco-Hernando Workforce Board. Stefanie has been the CEO for LVIB since 2020 and has made considerable strides in increasing opportunities and strengthening workforce resources for our clients who experience visual impairment or blindness.

The mission of the Lighthouse is to educate, empower and employ people who are visually impaired and blind. Lighthouse works with people of all ages who live in Pasco, Hernando and Citrus counties. LVIB is the only Division of Blind Services' Community Rehabilitation Program in the counties they serve. Lighthouse has two permanent locations in New Port Richey and Brooksville.

Average unemployment rate for someone experiencing vision loss is 70%. LVIB focuses on training clients, including teens, adults and seniors, on using adaptive technology, skills and techniques to achieve or maintain employment. LVIB works to reduce the stigma of disabled employees and has a wide reach in the local community with other similar organizations (for example Deaf and Hard of Hearing).

Stefanie is a former resident of Hernando County and a current resident of Pasco County. The last two agencies she worked for had a strong presence in both counties, giving her a perspective into each one's unique needs. She is extremely involved in the community and has a vast network of resources. I believe you will find her to be an asset to your board of directors.

Thank you for your consideration,

A handwritten signature in black ink that reads "Aaron M Lyon". The signature is written in a cursive, flowing style.

Aaron Lyon
Adessi Financial Partners
LVIB Board Chair 2023-2025

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:

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

Professional - Certification

Knowledge - Training, interest or experience

Community Involvement - List organizations/positions

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

ACTION ITEM 5
Board Candidate – Beth Galic

With two 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 business sector.

Candidate: Beth Galic

Ms. Galic represents the manufacturing industry association in our region and has been nominated by the Pasco Economic Development Council and approved by the PHWB Nominating Committee on July 13, 2023. Information on Ms. Galic is included and presented for review.

FOR CONSIDERATION

Recommend the approval of Beth Galic for presentation to the Pasco County Board of County Commissioners for appointment to the Pasco-Hernando Workforce Board of Directors.

APPLICATION FOR MEMBERSHIP PASCO HERNANDO WORKFORCE BOARD

Please provide full and complete information. Send the completed form and attachments to Ania Williams at awilliams@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: Galic	First Name: Beth	M.I.: A
Street Address: 30747 Burleigh Drive		
City: Wesley Chapel	State: FL	Zip: 33543
County of Residence: Pasco	Home Phone: (412) 996-3357	
Personal Email: bethgalic@yahoo.com	Cell Phone: (412) 996-3357	
Employer or Organization that will be represented: Bay Area Manufacturers Association		
Job Title or Position: Executive Director	Est. Annual Revenue: 300,000.00	
Street Address: 1936 Bruce B Downs, Suite 428		
City: Wesley Chapel	State: FL	Zip: 33543
County of Business: Pasco	Work Phone: (727) 536-5809	
Work Email: beth@bama-fl.org	Other Phone: (412) 996-3357	
Assistant Name: Connie Smith	Assistant Title: Administrative Assistant	
Assistant Email: connie@bama-fl.org	Assistant Phone: (727) 536-5809	
Preferred Method of Contact: <input type="checkbox"/> Home Phone <input checked="" type="checkbox"/> Cell Phone <input type="checkbox"/> Personal Email <input type="checkbox"/> Work Phone <input 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 type="checkbox"/> Education	<input type="checkbox"/> Government <input type="checkbox"/> Healthcare <input type="checkbox"/> Hospitality/Tourism <input type="checkbox"/> Insurance <input checked="" 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.

Gender: <input type="checkbox"/> Male <input checked="" type="checkbox"/> Female	Race/Ethnicity: <input checked="" type="checkbox"/> White (not Hispanic) <input type="checkbox"/> Black/African American (not Hispanic) <input type="checkbox"/> White and Hispanic <input type="checkbox"/> Black and Hispanic <input type="checkbox"/> Other	Other: <input type="checkbox"/> Disabled Individual <input type="checkbox"/> Older Individual <input type="checkbox"/> Veteran
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Beth Galic

☎ 412.996.3357 ✉ bethgalic@gmail.com  www.linkedin.com/in/bethgalic

SUMMARY

Creative, results-driven **Executive Director** with over 15 years of branding, strategic marketing, and social media management experience and innovative outreach/ development program design and implementation. Visionary leader and motivational/ informational speaker, skilled at identifying opportunities and building partnerships/ engaged coalitions with clients, customers, & employees across teams and organizations to meet and exceed financial, organizational, and community-impact goals.

- Superior Planning, Analysis, Organization, Coordination, Prioritization, and Business Acumen
- Expert Financial, Change, Conflict, Volunteer, Team, Board, and Public Relations Management
- Excellent Recruiting, Training, Diversity, Written/ Oral Communication, & Win-win Negotiation

EXPERIENCE

Executive Director, Bay Area Manufacturing Association, Wesley Chapel, FL, 2019 to Present. Direct diverse daily operations for a local chapter of a nationwide partnership dedicated to supporting small- to medium-sized manufacturers. Develop and implement strategic plans and effective programs to meet member expectations, boost manufacturer competitiveness and growth, and grow the organization's capabilities, resources, and offerings to make BAMA the top regional manufacturer resource.

- Collaborate with Economic Development Councils in 3 counties
- Coordinate programs for 120 manufacturing companies, 30 business partners, & 16 education partners

Leadership and Member Services Coordination

Plan, schedule, and lead Board of Directors meetings. Review financial reports, status, and strategies. Explore funding opportunities. Update by-laws. Tour member company plants. Research member needs to align with informational programming. Schedule training events. Facilitate monthly newsletter spotlight feature questionnaire distribution and win-win partnerships within the organization.

- Meet with 4-member executive team to serve over 150 companies and 860 individual members

Webinars, Outreach, and Member Training

Plan, execute, host, & moderate in-person/ online educational/ informational programs. Poll members for current issues. Plan content. Find, engage, & schedule subject matter experts. Market webinars. Establish platform/ question protocols. Invite attendees. Work with venues. Set up, run, & troubleshoot AV systems. Field questions. Track attendees. Send out post presentation follow-ups.

- Plan, organize, market, promote, and host outreach events for over 400 attendees
- Schedule and run 35 live training events per year with up to 200 people in attendance
- Coordinate and present 12 "content-intense" Lunch-and-Learns and over 200 webinars a year

Marketing and Social Media Management

Create brand style guide. Research market. Write content. Design/ build website & SEO keyword search. Research, interview, and engage marketing company to design digital marketing/ testimonial flyers. Prepare custom event flyers. Respond to emails, Twitter, YouTube, Facebook, LinkedIn comments and queries. Publish member "news" and job postings on website. Order and distribute promotional items.

Membership Growth Management

Drive membership growth/ retention strategies. Research Conex supplier database. Identify potential members. Attend evening roundtables/ networking events of other organizations. Design prospective member marketing packet. Tour prospective member facilities with partner FloridaMakes to identify plant improvement opportunities. Close for memberships. Track recruitment process in CRM for follow-up and future event planning. Collaborate with treasurer to send out invoices and collect dues.

- Grew individual membership by 300% and corporate membership by 200% in 4 years
- Maintain requisite membership balance of 70% manufacturers and 30% associates

continued . . .

EXPERIENCE *(continued)*

Marketing & Sales Manager, Seaway Plastics Engineering, Port Richey, FL, 2017 to 2019. Developed strategic marketing, business development, and promotional event plans for a plastics injection molding company. Created brand style guide, directed company re-branding intuitive; & updated website design, print collateral, and trade-show presentation. Established social media presence on Facebook, LinkedIn, Twitter, and YouTube. Ordered/ distributed promotional items. Customized new SUGAR CRM system.

- Hosted 4 employee appreciation events annually with 160 people in attendance
- Set up food, venue, activities, and post-event dinner for annual training for 50 sales reps

Events/Group Cruise Planner/Marketing Manager, Eventful Voyages/Encore Creations, Orlando, FL, 2014 to 2020. Oversaw registration, food, environment, safety, and technical equipment operation for a regional personal event and group travel planner. Developed and implemented comprehensive Facebook/ email marketing plans. Worked local events, tracked attendance, & served as site director.

Cruise Program Director

Prospected for cruise clients. Planned, and executed corporate/ social/ destination events for a diverse client base. Developed theme, options, marketing material, and pricing. Negotiated with cruise lines. Closed sales. Planned on-board events. Coordinated event and cruise line event schedules. Printed client-specific program options. Sent out email blast with packing tips & timelines, & additional options.

- Coordinated bon voyage venues for up to 50 participants with budgets up to \$100,000
- Organized corporate events with up to 300 in attendance and budgets up to \$10,000

Marketing Manager, American Water Chemicals. Plant City, FL, 2014 to 2015. Developed strategic training, marketing, and promotional event plans for a company providing water pretreatment equipment. Created brand style guide. Led company/ product rebranding, created intuitive website, and designed email marketing program/ promotional materials. Scheduled/ set up training/ promotional event venues.

- Invited customers in for training and tracked attendance for up to 50 event attendees

Digital Marketing Coordinator, Aquatech International Corporation, Canonsburg, PA, 2011 to 2014. Developed strategic training, digital marketing, & marketing event plans for a global leader in innovative water purification technology. Trained employees from the shop level to the C-suite.

- Presented 5 communications skills training sessions with up to 30 in attendance per event

EDUCATION, TRAINING, AND CERTIFICATIONS

Bachelor of Arts in Communications, University of Pittsburgh, Johnstown, PA, 1991

Dean's List; General Manager for WUPJ Radio; Forensics' Judge; Circulation Manager for campus newspaper; News Writer intern at KQV Radio; Production Assistant Intern for Channel 8

Dale Carnegie multigenerational communication skills, Pittsburgh, PA 2011

Lean Six Sigma Certification, Seaway Plastics Engineering Port Richey, FL, 2018

Advanced Facilitator Training, Edward Lowe Foundation, Cassopolis., MI, 2022

Small Business Executive Program, Jim Moran Institute, Florida State University, Tampa, FL, 2022

COMPUTER SKILLS

Adobe Illustrator/ InDesign/ Photoshop; Microsoft Access/ Excel/ Outlook/ PowerPoint/ Word; Facebook, Instagram, LinkedIn, Twitter, You Tube; Constant Contact, Mail Chimp, Zoom; Google Analytics; Google Ads, Google Analytics, HTML, Wild Apricot, Wordpress; Expense Anywhere, Salesforce CRM, SharePoint; Sugar CRM; Ring Central

AFFILIATIONS

Bay Area Manufacturers Association

FloridaMakes Network Advocacy Council

FloridaMakes Advanced Manufacturing

Workforce Leadership Council

SPC Engineering Technology Advisory Board

FEATURED IN

Kelley, McKenna, "This Woman's Work,"
Tampa Bay Magazines, July 15, 2021,
<https://tampamagazines.com/this-womans-work/>, Retrieved 03/29/20

Beth Galic

☎ 412.996.3357

✉ bethgalic@gmail.com LinkedIn www.linkedin.com/in/bethgalic

COMMUNITY SERVICE ADDENDUM



Volunteer, Metropolitan Ministries, 2016 to Present. Prepare and serve meals for at-risk and homeless guests of a 6-county poverty alleviation non-profit. Distribute holiday turkeys. Staff Metro Market and holiday shop. Provide interior maintenance and exterior ground maintenance and landscaping services.



Member, Board of Directors, Bay Area Manufacturers Association (BAMA), Tampa, FL, 2017 to 2019. Created/ reviewed mission/ vision statements and ensured alignment with organizational goals for a regional branch of an economic empowerment non-profit for small- to medium-sized manufacturers. Monitored program/ service effectiveness/mission consistency. Provided financial oversight. Recruited new board members. Evaluated board performance. Served on the programs committee. Scheduled tours of local sites including: the Port of Tampa Bay, Tampa International Airport, MacDill Air Force Base.

Governance

Set broad policies and strategic objectives and provided operational oversight. Assured bylaw compliance. and accounted to stakeholders for organizational performance. Monitored funds, approved annual budgets, and ensured adequate financial resource availability. Set staff salaries, compensation, and benefits. Selected, appointed, and supported Executive Director & reviewed performance. Marketed/ promoted organization.



Guardian ad Litem, Guardian ad Litem Foundation of Tampa Bay, Inc., Tampa, FL, 2016 to 2018. Represented best interests of abused, abandoned, and neglected children in court proceedings. Met with children to ensure they were in safe and nurturing environments. Donated toys, books, and special holiday meals to provide physical, educational, mental, emotional, social, and affirmational support.



Exchange Student Host, [Edu-Culture Immersion](http://www.educultureimmersion.com), Tampa, FL, 2016. Provided a home and served as an English-language Immersion Host Family for a European teen for 2 months. Took student to see such Tampa Bay area sights as Busch Gardens, the beach, roller skating, Rowdies Soccer games, and dinners and get-togethers to enhance English language exposure and learning opportunities.



Cheerleading Coach, Bethel Park High School, Bethel Park, PA, 2012 to 2013. Leveraged high school and university choreography and cheerleading experience to coach student athletes in cheerleading techniques. Prepared young athletes for games, special events, and/or competitions. Assessed skills, assigned team positions, and scheduled practice sessions. Communicated rules, regulations, participation requirements, safety instructions, behavioral standards, related disciplinary measures, and team-building expectations. Supervised effective warm-ups, technique development, proper equipment usage/ care, and progressive skill-building practice sessions. Attended tryouts, practices, games, competitions, and cheer camp.

- Coached and instructed up 30 cheerleaders
- Coordinated end-of-year Cheer Awards Banquet for up to 200 attendees

Administration

Maintained current CPR and first aid certifications, eligibility forms, emergency data cards, insurance records, progress notes, and equipment inventory files. Followed injury response protocols. Consulted with the Athletic Director and parents/guardians regarding student performance. Modeled Good Sport Conduct toward cheerleaders, officials, and spectators.

continued . . .

COMMUNITY SERVICE ADDENDUM (continued)



3rd Grade Vice President, South Park PTO, South Park, PA, 2010 to 2011. Coordinated, scheduled, directed, & oversaw activities and events for 3rd grade class at South Park Elementary Center to optimize student educational experience. Served as an ambassador for the PTO and the school district. Participated in Executive Board discussions and decision-making on behalf of the PTO. Teamed with Grade President to address Executive Board-delegated requests. Attended School Committee meetings. Purchased necessary supplies.



Chairperson for DASH Program, South Park PTO, South Park, PA, 2009 to 2010. Planned, organized, and administered multiple events each month to enrich educational experiences and provided recreation and growth opportunities for elementary students.



Library Aide and Teacher Aide, South Park Elementary Center, South Park, PA, 2009 to 2012 Teamed with teachers to facilitate curriculum planning, design, and implementation and streamline lesson plan preparation. Oversaw classroom behavior in absence of lead teacher. Coached and motivated students to encourage participation, task completion, and social skills development. Ensured classroom cleanliness, sanitation, and organization. Posted bulletins. Provided student guidance in the use of on-line reference databases. Located and checked out books and materials. Supervised students using the library outside of class hours.



Girl Scout Leader, Girl Scouts of the USA, South Park, PA, 2006 to 2013. Modeled leadership and coached and mentored girls participating in a long-standing young women's development organization. Encouraged activity/program participation, goal-setting, positive physical/ mental/ emotional health, and initiative. Established parental/ service team communication system to optimize info dissemination and expedite trip/activity permission slip collection and tracking. Attended local leader meetings. Submitted/ updated girl/ adult registrations and requisite paperwork in a timely manner. Complied with established policies/ procedures while providing a safe, healthy, and growth-oriented environment.

- Planned activities, events, & outings for a troop of 15 girls from 5 to 8 years old
- Worked with Leadership team of 10 to promote the Girl Scout Experience
- Maintained income/ expenditure records & bank account with 2 signer security protocol

Beth Galic

Executive Director



Beth Galic is an accomplished professional currently serving as the Executive Director of the Bay Area Manufacturers Association (BAMA). Beth is a multifaceted professional who has made significant contributions both in the manufacturing industry, specifically in water treatment, chemical, and injection molding sectors. Her work with the Bay Area Manufacturers Association (BAMA) has been instrumental in promoting collaboration and growth among manufacturers in the region. Beth has played a pivotal role in facilitating networking opportunities, organizing industry events, and providing valuable resources to support the success of local manufacturers. Her expertise in marketing has been an asset in raising awareness about the association's initiatives and fostering strong relationships with key stakeholders. Her ability to inspire and motivate others has resulted in the growth of the association, improved market positioning, and increased member satisfaction.

Beth has been actively involved with FloridaMakes; a state-wide organization dedicated to strengthening the competitiveness of Florida's manufacturing industry. As a strategic marketing consultant, she has worked closely with FloridaMakes and the Manufacturing Extension Partnership (MEP) to develop comprehensive marketing strategies and campaigns that drive engagement and support the growth of manufacturers across the state. Beth's deep understanding of the manufacturing sector combined with her marketing expertise has enabled her to effectively communicate the value and impact of FloridaMakes' programs and services, ultimately enhancing the organization's visibility and impact.

Her journey with BAMA began as a member of the Board of Directors for two years, during which she actively contributed to the organization's success. Beth played a vital role on the Programming Committee, utilizing her skills to execute a diverse range of events, including educational tours, fundraisers, and social gatherings.

Outside of her professional endeavors, Beth Galic is a passionate advocate for children. Recognizing the power of marketing platforms, she utilizes her expertise to raise awareness about critical issues impacting children and to drive positive change in policies and practices. Beth engages in public advocacy and community outreach, leveraging her influence to educate the public, policymakers, and stakeholders about the significance of prioritizing the needs and rights of children.

Beth holds a Bachelor of Arts degree from the University of Pittsburgh. Her diverse educational background and professional certifications further complement her role as an exceptional leader and advocate for both the manufacturing industry and the well-being of children.



PASCO EDC
NORTH TAMPA BAY, FLORIDA

June 21, 2023

Dear Nomination Committee,

I am pleased to nominate Beth Galic for consideration as a member of the Career Source Pasco Hernando Board of Directors. Her experience working with local manufacturers through her role as Executive Director at the Bay Area Manufacturers Association has equipped her with a deep understanding of the challenges faced by companies looking for a skilled workforce and individuals seeking to enhance their careers and the vital role Career Source Pasco Hernando plays in bridging that gap.

Ms. Galic is a great advocate for our local business community and the workforce it employs. She has spearheaded numerous collaborative workforce development initiatives to benefit the local manufacturing community and I am confident that her professional nature, local expertise, and trusted voice will be valuable assets to the board.

Beth's contact details:

Beth Galic
Executive Director
Bay Area Manufacturers Association
1936 Bruce B. Downs Blvd., Suite 428
Wesley Chapel, FL 33543
Beth@bama-fl.org
727-536-5809

Thank you in advance for your consideration. If I can provide any additional information about Ms. Galic's background or experience, I can be reached directly at (813) 926-0827.

I appreciate our partnership and your support.

Sincerely,

Bill Cronin

*President/CEO
Pasco Economic Development Council*

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:

Pasco Hernando Workforce Board of Directors.

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 **Beth Galic**

Address **30747 Burleigh Drive**

City **Wesley Chapel**

State **FL**

Zip **33543**

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

1

Are you a Year Round Resident? Yes ☒ No ☐

Do you reside in the unincorporated area? Yes ☐ No ☒

If no, please indicate city: **Wesley Chapel**

Home Phone **412-996-3357**

Work Phone **727-536-5809**

Cell Phone **412-996-3357**

Email **beth@bama-fl.org**

Employer **Bay Area Manufacturers Association**

Address **1936 Bruce B. Downs Blvd., Suite 428, Wesley Chapel, FL 33543**

Occupation (if retired, please indicate) **Executive Director**

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

NA

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

Bachelor of Arts in Communications, University of Pittsburgh, Johnstown, PA, 1991
Dean's List; General Manager for WUPJ Radio; Forensics' Judge; Circulation Manager for campus newspaper; News Writer intern at KQV Radio; Production Assistant Intern for Channel 8

Professional - Certification

Lean Six Sigma Certification, Seaway Plastics Engineering Port Richey, FL, 2018

Knowledge - Training, interest or experience

Dale Carnegie multigenerational communication skills, Pittsburgh, PA 2011
Advanced Facilitator Training, Edward Lowe Foundation, Cassopolis, MI, 2022
Small Business Executive Program, Jim Moran Institute, Florida State University, Tampa, FL, 2022

Community Involvement - List organizations/positions

FloridaMakes Network Advocacy Council Member
FloridaMakes Advanced Manufacturing Member
Workforce Leadership Council Member
SPC Engineering Technology Advisory Board Member

Organizations - Memberships

Mosi Museum
Tampa Bay Cycling

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

Beth Galic

Date

7/10/23

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

ACTION ITEM 6
Training Provider Renewal

The Pasco Hernando Workforce Board (PHWB), under the Workforce Innovation Opportunity Act (WIOA), must approve training providers where WIOA funds are used. One (1) school and/or institution has applied under this action.

The school is licensed, in good standing, and the programs offered are in line with the Regional Targeted Occupation List

FOR CONSIDERATION

Providers that have submitted all documentation are as follows and staff recommends the approval to continue as providers for the 2023-24 program year are:

- Rasmussen University

Training Provider

Institution: Rasmussen University - Central Pasco

Street Address 16418 State Road 54, Odessa, FL 33556

Contact Person Dan Stern

Contact Email Daniel.Stern@Rasmussen.edu

Contact Phone Number 813-246-7614

	Program Title	Practical Nursing - Diploma	Professional Nursing - Associate's Degree	Medical Billing and Coding - Certificate
1	SOC	29-2061	29-1141	29-2071
2	Is the program approved for training by the State of Florida Dept of Education or other State of Florida regulating entity?	yes	yes	yes
3	License #	4493	4493	4493
4	Tuition	\$18,760	\$42,738	\$10,044
5	Expiration Date	12/31/2023	12/31/2023	12/31/2023
6	Book Cost	n/a	n/a	n/a
7	Lab Fee	n/a	n/a	n/a
8	Physical/ Medical Cost	n/a	n/a	n/a
9	Uniforms	n/a	n/a	n/a
10	Certification, Licensure or Testing Cost	n/a	n/a	n/a
11	Other Costs	\$4,795	\$7,020	\$2,050
12	Total Cost	\$23,555	\$49,758	\$12,094
	For 1/1/2021 - 12/31/2022			
13	Is program eligible for Pell Grant	yes	yes	yes
14	Total number of persons enrolled in training program 1/1/2021 - 12/31/2022	145	1210	100
	Total number of WIOA funded persons enrolled in training program 1/1/2021 - 12/31/2022	7	73	1
15	Total number of WIOA funded persons from CareerSource Pasco Hernando enrolled in training program 1/1/2021 - 12/31/2022	2	7	0
16	Total number of persons completing this training program 1/1/2021 - 12/31/2022	39	392	48
17	Total number of WIOA funded persons completing this training program 1/1/2021 - 12/31/2022	4	27	0
18	Total number of WIOA funded persons from CareerSource Pasco Hernando completing this training 1/1/2021 - 12/31/2022	1	4	0
19	Total number of persons awarded a Recognized Postsecondary Credential (or other credential, if applicable) 1/1/2021 - 12/31/2022	39	392	48
20	Total number of WIOA funded persons awarded a Recognized Postsecondary Credential (or other credential, if applicable) 1/1/2021 - 12/31/2022	4	27	0
21	Total number of WIOA funded persons from CareerSource Pasco Hernando awarded a Recognized Postsecondary Credential (or other credential, if applicable) 1/1/2021 - 12/31/2022	1	4	0
22	Total number of persons employed after completing the training program 1/1/2021 - 12/31/2022	24	328	21
23	Total number of WIOA funded persons employed after completing the training program 1/1/2021 - 12/31/2022	4	27	0
24	Total number of WIOA funded persons from CareerSource Pasco Hernando employed after completing the training program 1/1/2021 - 12/31/2022	1	4	0

A	Nature of the Postsecondary Credentials (or other credentials received by completing students) i.e State Certificate, AA, Nationally Recognized Credential, etc.	Diploma	Associate's Degree
B	Can the credential be stacked with other credentials as part of a sequence to move an individual along a career pathway or up a career ladder?	yes	yes
C	Have this program been developed in partnership or collaboration with a business or industry (identifying the business or industry).	no	no
D	Identify the in-demand industry sectors and occupations which best fit with the training program (Use NAICS Codes)	623110	524114
E	Describe the prerequisites of skills and knowledge required prior to the commencement of training	See program page in current Rasmussen University catalog	See program page in current Rasmussen University catalog
F	Verification the training program is for an occupation on the Local Area TOL. (confirm the program is on the CSPH TOL - fill in the SOC number corresponding to the occupation from the TOL)	yes	yes

1. Training Vendor Initial Application

Status: Submitted

Employer: Carrie Gorder
Email: carrie.gorder@rasmussen.edu
Date Completed: July 14, 2023

Name of Training Institution: Rasmussen University		Main Phone #: 813-435-3601	
Federal Employer's I.D. #: 20-0390754		Unemployment Compensation (UC) I.D. #: 3782496	
Dunn and Bradstreet #: 86-874-3352		Website (URL): https://www.rasmussen.edu	
Main Address: 8300 Norman Center Drive, Suite 300		City: Bloomington	
State: MN	Zip Code: 55437		
Total # of full time employees at the main location: 16		Are there multiple campuses? Yes	
Campus Address: 16418 S.R. 54	City: Odessa	State: FL	
Zip Code: 33556	Is there another campus you would like to add? No		
Campus Address:			
City:			
State:			
Zip Code:			
Is there another campus you would like to add?			
Campus Address:			
City 1:			
State:			
Zip Code:			
Is there another campus you would like to add?			
Campus Address:			
City:			
State:			
Zip Code:			
When did this training institution originally open? 01/01/1900		Number of years in business? 123	
Identify your institution's liability insurance carrier? CC		Policy #: 123	
Primary Contact Name: Carrie Gorder		Job Title: Accreditation Specialist	
Email: carrie.gorder@rasmussen.edu		Phone #: 952-806-3974	
Address: 8300 Norman Center Drive, Suite 300		City: Bloomington	
State: MN	Zip Code: 55437	Secondary Contact Name: Daniel Stern	
Job Title: Campus Executive Director			
Phone #: 813-246-7614			
State: FL			
No			
N/A			
<input checked="" type="checkbox"/> Private for-profit			
Non-Profit			
Powered by ATLAS			

Government

Is the training institution licensed by the Florida State Board of Independent Postsecondary Vocational, Technical, Trade and Business Schools?

No

Accredited by whom?

Higher Learning Commission

Does the training institution participate in the Florida Education and Training Placement Information Program (FETPIP)?

Yes

Is tuition based upon an established catalog or market price?

Yes

Are scholarships or other financial aid available?

Yes

Please Identify.

Federal loans, private loans, Federal Pell Grant Program, tuition reimbursement by employer, Military Grant, and others.

Explain the hiring criteria for instructors/trainers.

All faculty hired meet the requirements of Rasmussen University as well as any additional requirements by specific programmatic accreditors.

Explain program entrance requirements and attendance monitoring procedures.

Rasmussen University's program entrance requirements and attendance monitoring procedures are explained in detail in the University catalog.

Explain the institution's policy regarding tuition payments and refund policy.

Rasmussen University's policies regarding tuition payments and refunds are explained in detail in the University catalog.

Does the school participate in the Florida Education and Training Placement Information Program (FETPIP)?

Yes

What was the institution's student loan default rate (% of all loans 180+ days past due) for 2015?

7.8%

Is the school minority owned and operated?

No

Reference #1 Name (Employer):

Arlette Combs

Company

BayCare Health System

Date of Student Hire:

1679270400000

Relationship to the institution

BayCare is an employer of a Rasmussen graduate

Phone #

727-315-5589

Phone #

352-540-2309

Reference #3 Name:

Mike Bishop

Relationship to the institution

Mike is familiar with Rasmussen and the quality of its programs.

Is the training institution accredited by a nationally recognized organization or in the process of meeting accreditation requirements?

Yes

Does the training institution offer a registered apprenticeship program under the National Apprenticeship Act?

No

Training programs are in compliance with occupations in demand as listed on the Board's current TOL (with exception of apprenticeship programs).

Yes

Is the training institution eligible to receive funds under Title IV of the Higher Education Act (HEA)?

Yes

Are scholarships or other financial aid available?

Yes

What is the minimum/maximum ratio of instructional staff to students?

Instructor:student ratios depend on program.

What was the institution's student loan default rate (% of all loans 180+ days past due) for 2016?

1.6%

What was the institution's student loan default rate (% of all loans 180+ days past due) for 2014?

9.4%

Is the school a community-based organization?

No

Job Title

Talent Acquisition Recruiter

Email

arlette.combs@baycare.org

Reference #2 Name:

Amy Knight

Relationship to the institution

Amy Knight works for a company that's hired a Rasmussen grad.

Email

MBishop@pascoedc.com

Email

aknight@ahcpllc.com

Phone #

813-926-0827

I certify, by my signature below, that to the best of my knowledge, the information on this Training Provider Application as well as all other supporting documentation provided as part of my application to

CareerSource Pasco Hernando and is true and accurate. Information is being provided to establish eligibility for an approved training provider under the Workforce Innovation and Opportunity Act and is subject to all Federal and State Confidentiality laws.

Carrie Gorder

Date of Signature

1689292800000

CAREERSOURCE PASCO HERNANDO
TRAINING PROVIDER AGREEMENT
WORKFORCE INNOVATION & OPPORTUNITY ACT (WIOA)

This Agreement is made and executed in duplicate by and between Pasco Hernando Workforce Board, Inc., dba CareerSource Pasco Hernando whose address is P.O. Box 6589 Spring Hill, FL 34611, hereinafter called CSPH, and the Eligible Training Provider whose name is Rasmussen College, LLC dba Rasmussen University and whose address is 1415 W. 22nd Street, Suite 400, Oak Brook, Illinois 60523 hereinafter called the Training Institution.

I. PROVISIONS OF THE AGREEMENT

The two parties to this Agreement do hereby agree:

1. This Agreement requires training providers to complete the “Initial Eligibility” period of at least one year, or successfully applied under the initial implementation of this Policy as a training provider. All eligible training providers must submit applications for “Continued Eligibility” every year to maintain their eligibility.
2. This Agreement requires providers for “Continued Eligibility” must be submitted before eligibility expires. Once a provider is on the Eligible Training Provider List, the “Continued Eligibility” application is required. Entities that carry out apprenticeship and OJT training are exempt.
3. This Agreement requires that each “Continued Eligibility” applicant shall supply the following information.
 - a. Verification the provider is licensed, certified, or otherwise authorized under Florida law to provide training services/programs. This applies to in-state and out-of-state providers.
 - b. The total number of WIOA participants enrolled in the program.
 - c. The total number of WIOA participants completing the program.
 - d. The total number of WIOA participants awarded a Recognized Postsecondary Credential (or other credential, if applicable.)
 - e. The total number of WIOA participants employed after completing the program.
 - f. Information regarding the cost of attendance, including costs of tuition and fees, for WIOA participants completing the program.
 - g. Information regarding Recognized Postsecondary Credentials (or other credential, if applicable) received by WIOA participants.
 - h. Whether the credential can be stacked with other credentials as part of a sequence to move an individual along a career pathway or up a career ladder.
 - i. Whether the provider has developed the training in partnership or collaboration with a business or industry (identifying the business or industry).
 - j. Identify the in-demand industry sectors and occupations which best fit with the training program.
 - k. A description of the prerequisites of skills and knowledge required prior to the commencement of training.
 - l. Verification the training program is for an occupation on the Local Area TOL.

4. The Training Institution agrees to honor an approved Individual Training Account (ITA) Voucher issued by or on behalf of the CSPH. The Training Institution agrees to provide the education and training services as indicated on the ITA and to invoice CSPH for the training and services delivered. CSPH will make payment for the invoiced costs for all ITAs issued by its designated Service Provider in accordance with the agreed upon ITA amount. Payment will be made to the Training Institution within 30 days of receipt of invoice.
5. Issuance of an ITA will be based upon eligibility of the participant, customer choice, and appropriateness of training based on a comprehensive assessment of the participant. All services are contingent upon funding availability.
6. An ITA will specify the name of the CSPH approved participant and the specific occupational skills training (OST) program for which enrollment is authorized. The ITA will itemize the ITA, and other financial caps and balances; indicate semester/term tuition costs and estimate other training-related expenses.
7. Eligible individuals referred to the Training Institution may only be enrolled in the approved OST program specified on the ITA. The Training Institution shall deliver OST in accordance with the approved training program as included in the vendor application. The Training Institution shall notify CSPH of any changes in the required courses, costs of the program, length of the training program, or licensing requirements within 10 working days of said changes.
8. All applicable add/drop deadlines and requirements of the Training Institution will also apply to the ITA. The Training Institution shall, in conformity with the general Refund policies of the institution, refund any tuition and fees which have been paid for Individuals who drop out of courses prior to the deadline before drops and withdrawals. Refunds will be made directly to CareerSource Pasco Hernando.
9. If the CSPH participant is eligible for PELL grant funds, PELL grant funds may be paid to the participant to assist him/her with everyday expenses so that the participant's ability to attend training is enhanced. CSPH will provide a 30 day notice to the Training Institution prior to changing this special provision regarding the use of PELL grant funds. In addition, the Training Institution shall evaluate the individual for other financial aid normally available to other students, in a manner consistent with all other students. Students eligible under Workforce Investment Act (WIA) or the Workforce Innovation and Opportunity Act (WIOA) may not be discriminated against based solely on their eligibility for WIA/WIOA when being considered for other financial assistance. This shall include financial assistance programs under Title IV of the Higher Education Act (HEA). The Training Institution shall ensure that WIA/WIOA funds provided are in addition to other funds. It is the responsibility of the Training Institution to provide internal controls to prevent any duplicative payments of tuition with federal funds.
10. ITA's will be issued for a specific time period (normally one semester, or quarter) and are currently capped at up to \$5,000 per program. Each ITA will specify the cap amount for the specific program in which the individual will enroll. **The cap for a program is the cost advertised to the public and submitted with the training provider application. Any increase must be approved in writing by Operations staff of the PHWB.**

**The ITA Cap can change as funding availability shifts – contact
CSPH WIOA staff for the current amount.**

11. Each WIA/WIOA applicant interested in an OST program that costs more than CSPH's ITA financial cap will be referred to the training institution for financial information, advice, and assistance. The training provider and applicant will jointly develop and sign a financial plan that covers the full cost of the training – especially that portion exceeding the ITA's \$5,000 per program cap. All possible funding sources (e.g., PELL Grant, other federal/state educational grants, scholarships, etc.) should be considered. Student loans should be the exception to the rule and then applied only as a last resort. The training provider must ensure that each CSPH participant is fully advised of his/her obligations towards all grants, scholarships, loans, etc. and the impact of his/her not meeting those obligations. The CSPH participant will then provide a copy of the financial plan to his/her WIA/WIOA career manager for final approval prior to an ITA being issued.
12. The Training Institution shall refer any individual who is unable to continue the training specified back to CSPH for other services.
13. The Training Institution shall ensure meaningful access for individuals with disabilities, including physical accessibility. The Training Institution shall work with CSPH to develop accommodation for individuals with disabilities.
14. The Training Institution agrees to make available for review during normal business hours. Any records pertaining to this agreement to any duly authorized monitor, auditor, or other representative of USDOL, Workforce Florida, The Department of Economic Opportunity and CSPH.
15. CareerSource Pasco Hernando will notify the Training Institution of any changes in legislation, regulations or state directives that may impact this Agreement.

II. PERFORMANCE

All approved Private for Profit or Private Non-Profit Eligible Training Providers are required to be licensed by the Commission for Independent Education (CIE). CIE can be contacted at (850) 245-3200 or online at <http://www.fldoe.org/cie/>. This requirement does not apply to public educational institutions such as universities, state colleges, junior colleges, technical education centers operated by public educational districts.

In addition, all Training Institutions must agree to provide student-based information on performance and student's outcomes to the Florida Education Training and Placement Information Program (FETPIP), through CIE. Failure to do so will result in the Training Institution being removed from the Eligible Training Provider List (ETPL) for CareerSource Pasco Hernando. Performance reports as required by FETPIP must also be provided to CareerSource Pasco Hernando annually (no later than June 30 of any year).

Out of State Public Educational Institutions (e.g., Universities, Community/State Colleges, Vocational/Technical Centers) are not required to report performance to FETPIP. They are

however, required to provide performance information within 45 days at the end of CSPH's Fiscal Year (June 30) which stipulates the number of students (both WIA/WIOA and non-sponsored WIA/WIOA students) enrolled in each approved program; the number of completers, and the number of placements for each approved training program.

II. SIGNATURE

IN WITNESS WHEREOF, the agents of the Training Institution and CareerSource Pasco Hernando hereby certify that they have full authority to, and in accordance therewith on behalf of their respective principals, have executed this Training Provider Agreement.

CAREERSOURCE PASCO HERNANDO

Provider

By: _____

By: _____

Name, Title: Charles Gibbons/Board Chair

Name, Title: Savitri V. Dixon-Saxon,
PhD, LCMHC/ Senior Vice President and
Provost

Date: _____

Date: _____

INFORMATION ITEM 1
Financial Reports

The following item is presented as information for the Committee.

No action is required.

Pasco Hernando WFB 16
Statement of Financial Position - Unposted Transactions Included In Report
As of 6/30/2023
(In Whole Numbers)

	<u>Beginning Year Balance</u>	<u>Current Year Balance</u>	<u>YTD Change</u>	<u>YTD % Change</u>
Assets				
Current Assets				
Cash - Operating	720,357	140,248	(580,109)	(81)
Global Cash Card	0	60,000	60,000	100
Cash - Corporate Unrestricted	53,610	58,267	4,657	9
Cash - Money Market	52,860	52,865	5	0
Cash - Payroll	4,872	1,065	(3,807)	(78)
BB&T Banking Solutions	805,878	756,685	(49,193)	(6)
Prepaid Expenses	60,467	69,452	8,985	15
Deposits	46,369	72,137	25,768	56
Grants Receivable	445,286	1,346,178	900,892	202
Employee Benefit Receivables	770	896	126	16
Total Current Assets	2,190,469	2,557,792	367,323	17
Long-term Assets				
Fixed Assets - Computer Equipment	286,407	286,407	0	0
Fixed Assets - Furniture & Fixtures	7,742	4,842	(2,900)	(37)
Fixed Assets - Office Equipment	103,134	103,134	0	0
Fixed Assets - Vehicles	294,932	294,932	0	0
Fixed Assets - Software	62,900	62,900	0	0
Accumulated Depreciation	(735,081)	(746,351)	(11,270)	2
Total Long-term Assets	20,034	5,864	(14,170)	(71)
Total Assets	2,210,503	2,563,656	353,153	16
Liabilities				
Short-term Liabilities				
Sales Tax Payable	0	0	0	0
Accounts Payable - Vendors	123,048	364,745	241,697	196
Accrued Expenses	106,138	100,904	(5,234)	(5)
Contracts Payable	327,193	238,200	(88,993)	(27)
Benefits Payable	2,758	64	(2,694)	(98)
Payroll Taxes Payable	0	0	0	0
Workers Comp Liability	(3,070)	3,793	6,863	(224)
Accrued Wages	48,701	68,860	20,159	41
Accrued Leave	54,004	218,304	164,300	304
Non -Current Accrued Compensated Balances	306,019	153,811	(152,208)	(50)
Accrued Payroll Taxes	31,798	28,435	(3,363)	(11)
Accrued Pension	17,662	17,431	(231)	(1)
Deferred Grant Revenue	133,427	147,032	13,604	10
Total Short-term Liabilities	1,147,678	1,341,578	193,900	17
Total Liabilities	1,147,678	1,341,578	193,900	17
Net Assets				
Total Net Assets	1,062,825	1,222,078	159,253	15
Total Liabilities and Net Assets	2,210,503	2,563,656	353,153	15.98

Pasco Hernando WFB 16
Statement of Revenues and Expenditures - Unposted Transactions included In Report
From 7/1/2022 Through 6/30/2023
(In Whole Numbers)

	Original	Current Year Actual	Burn Rate Remaining - Original
Operating Revenue			
Grant Revenue	11,640,390.00	9,153,113.00	(21)%
Pasco County BCC	1,409,364.00	622,261.00	(56)%
Ticket to Work	45,000.00	40,752.00	(9)%
Tobacco Free America	55,000.00	6,910.00	(87)%
Interest Income	0.00	1,359.00	0 %
Other Income	50,000.00	0.00	(100)%
Total Operating Revenue	<u>13,199,754.00</u>	<u>9,824,394.00</u>	<u>(26)%</u>
 Total Revenue	 <u>13,199,754.00</u>	 <u>9,824,394.00</u>	 <u>(26)%</u>
 Expenditures			
Personnel Expenses	5,528,362.00	4,444,546.00	20 %
Allocation Costs	0.00	(18.00)	0 %
Insurance	105,000.00	43,080.00	59 %
One Stop Operator	21,000.00	20,798.00	1 %
Program Expenses	5,012,900.00	3,996,486.00	20 %
Professional Fees	273,622.00	297,367.00	(9)%
Supplies	122,250.00	118,602.00	3 %
Telephone	109,241.00	86,073.00	21 %
Postage & Shipping	8,600.00	2,816.00	67 %
Occupancy	519,800.00	321,837.00	38 %
Maintenance & Repairs	47,950.00	80,001.00	(67)%
Equipment Rental	38,550.00	37,426.00	3 %
Travel & Training	48,050.00	52,577.00	(9)%
Dues & Subscriptions	1,100.00	1,037.00	6 %
Depreciation	0.00	11,270.00	0 %
Outreach	25,500.00	42,987.00	(69)%
Equipment < \$5,000 capital threshold	19,500.00	89,010.00	(356)%
Capital Expenditures	<u>22,150.00</u>	<u>19,247.00</u>	<u>13 %</u>
Total Expenditures	<u>11,903,575.00</u>	<u>9,665,141.00</u>	<u>19 %</u>
 Net Revenue Over Expenditures	 <u>1,296,179.00</u>	 <u>159,253.00</u>	 <u>(88)%</u>

NOTES:

Postage & Shipping We were refunded for closing one of our mailboxes

Equipment < \$5,000 When budget was prepared we did not anticipate needing to replace
the amount of laptops and resource room computers
We also received approval to upgrade our email security and icloud backup
This will be an additional \$24,000

Pasco Hernando WFB 16
Statement of Activities -
Unposted Transactions Included
From 7/1/2022 Through 6/30/2023
(In Whole Numbers)

	Apprenticeship	Corporate	PCBCC	Indirect Pool	NCPEP	Other Pooled Costs	RESEA	SNAP	VETS	Wagner Peyser	WIOA AD
Revenue											
Grant Revenue.	15,353.00	0.00	0.00	0.00	1,714,085.00	0.00	408,739.00	167,659.00	207,307.00	802,749.00	1,516,692.00
Other Revenue	0.00	47,662.00	623,619.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Revenue	15,353.00	47,662.00	623,619.00	0.00	1,714,085.00	0.00	408,739.00	167,659.00	207,307.00	802,749.00	1,516,692.00
Expenditures											
Personnel	8,150.00	3,886.00	304,364.00	774,116.00	18,095.00	1,897,140.00	154,780.00	64,794.00	14,993.00	40,025.00	352,897.00
Program Expenses	0.00	13,169.00	28,072.00	0.00	1,679,421.00	0.00	0.00	0.00	0.00	0.00	856,247.00
Professional Services	5.00	4,537.00	1,254.00	59,440.00	588.00	203,655.00	885.00	361.00	247.00	1,355.00	1,983.00
One Stop Operator	0.00	0.00	0.00	0.00	0.00	20,798.00	0.00	0.00	0.00	0.00	0.00
Insurance	0.00	0.00	0.00	699.00	0.00	42,381.00	0.00	0.00	0.00	0.00	0.00
Travel	0.00	1,261.00	0.00	15,441.00	0.00	11,592.00	83.00	83.00	6,151.00	15,094.00	2,538.00
Leases	0.00	0.00	0.00	5,881.00	0.00	272,564.00	0.00	0.00	0.00	0.00	0.00
Utilities & other Facility Costs	0.00	0.00	0.00	668.00	0.00	41,832.00	0.00	0.00	0.00	0.00	0.00
Software License renewals	4.00	35.00	798.00	17,968.00	10.00	65,764.00	1,180.00	84.00	29.00	15.00	5,875.00
Communications	0.00	0.00	404.00	4,626.00	0.00	72,832.00	0.00	0.00	5,337.00	0.00	1,646.00
Repairs and Maintenance	0.00	0.00	0.00	1,411.00	0.00	76,982.00	0.00	0.00	175.00	115.00	0.00
Office Expenses	0.00	1,030.00	194.00	466.00	0.00	7,112.00	253.00	6.00	0.00	0.00	0.00
Outreach	0.00	38,202.00	0.00	579.00	0.00	4,086.00	0.00	0.00	121.00	0.00	0.00
Equipment	0.00	0.00	1,015.00	4,160.00	0.00	113,052.00	0.00	1,015.00	4,060.00	0.00	1,522.00
Indirect Costs	2,504.00	1,194.00	73,886.00	(885,455.00)	5,559.00	0.00	63,442.00	26,378.00	91,019.00	70,226.00	108,093.00
Program Costs Pool	3,617.00	1,725.00	25,335.00	0.00	8,030.00	(1,293,438.00)	101,727.00	38,252.00	59,964.00	143,187.00	68,427.00
Business Services Pool	0.00	0.00	18,671.00	0.00	0.00	(673,154.00)	63,686.00	25,803.00	0.00	0.00	72,139.00
One Stop Cost Pool	1,073.00	512.00	3,166.00	0.00	2,382.00	(863,199.00)	22,703.00	10,882.00	25,211.00	532,931.00	45,323.00
Total Expenditures	15,353.00	65,549.00	457,160.00	0.00	1,714,085.00	0.00	408,739.00	167,659.00	207,306.00	802,949.00	1,516,692.00

Pasco Hernando WFB 16

Statement of Activities -

Unposted Transactions Included

From 7/1/2022 Through 6/30/2023

(In Whole Numbers)

				WIOA Supplment & Incentives	WIOA Youth	Welfare Transition	TAA
	Apprenticeship	WIOA DW	WIOA NEG				
Revenue							
Grant Revenue.	15,353.00	1,089,641.00	43,677.00	132,513.00	1,040,708.00	2,012,345.00	1,644.00
Other Revenue	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Total Revenue	<u>15,353.00</u>	<u>1,089,641.00</u>	<u>43,677.00</u>	<u>132,513.00</u>	<u>1,040,708.00</u>	<u>2,012,345.00</u>	<u>1,644.00</u>
Expenditures							
Personnel	8,150.00	159,456.00	21,278.00	77,333.00	53,211.00	500,027.00	0.00
Program Expenses	0.00	356,735.00	5,604.00	0.00	880,855.00	176,234.00	148.00
Professional Services	5.00	3,151.00	128.00	258.00	2,715.00	16,806.00	0.00
One Stop Operator	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Insurance	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Travel	0.00	0.00	83.00	0.00	0.00	250.00	0.00
Leases	0.00	0.00	0.00	0.00	35,961.00	0.00	0.00
Utilities & other Facility Costs	0.00	0.00	0.00	0.00	2,357.00	0.00	0.00
Software License renewals	4.00	6,790.00	45.00	51.00	240.00	14,333.00	58.00
Communications	0.00	0.00	0.00	0.00	1,228.00	0.00	0.00
Repairs and Maintenance	0.00	0.00	0.00	0.00	1,318.00	0.00	0.00
Office Expenses	0.00	0.00	0.00	0.00	13.00	101.00	0.00
Outreach	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Equipment	0.00	1,522.00	0.00	0.00	2,030.00	2,030.00	0.00
Indirect Costs	2,504.00	122,787.00	6,537.00	21,616.00	18,185.00	282,153.00	503.00
Program Costs Pool	3,617.00	251,156.00	9,442.00	23,993.00	24,601.00	524,605.00	730.00
Business Services Pool	0.00	138,138.00	0.00	0.00	12,536.00	342,181.00	0.00
One Stop Cost Pool	<u>1,073.00</u>	<u>49,904.00</u>	<u>560.00</u>	<u>9,262.00</u>	<u>5,458.00</u>	<u>153,626.00</u>	<u>206.00</u>
Total Expenditures	<u>15,353.00</u>	<u>1,089,641.00</u>	<u>43,677.00</u>	<u>132,513.00</u>	<u>1,040,708.00</u>	<u>2,012,345.00</u>	<u>1,644.00</u>

INFORMATION ITEM 2
Board Composition

The following item is presented as information for the Committee.

No action is required.

Board Composition

WORKFORCE		11			NOTES
A. Labor/Apprenticeships (Must be 20% or greater)		5	23%	County	
1	Representative of labor organization	Tate Foster	Required	H	
2	Representative of labor organization	Lee Middleton	Required	P	
3	Representative of joint labor-management organization	Keven Barber	Required	P	
4	Representative of community-based organization	Mark Barry	Optional	H	
5	Organization that serves veterans		Optional		
6	Organizations supporting individuals with disabilities	Stephanie Pontlitz	Optional	P	Pending approval.
7	Organization assisting youth		Optional		
8	Union affiliated registered apprenticeship program		Optional		
9	Non-union affiliated registered apprenticeship program		Optional		
B. Education		4			
1	Representative of adult education and literacy activities	Sophia Watson	Required	H	
2	Representative of adult education and literacy activities	Lori Romano	Optional	P	
3	Representative of higher education	Timothy Beard	Required	P	
4	Representative of private education	Tom Mudano	Required	P	Pending approval.
5	Representative of local educational agencies or CBO		Optional		
C. Governmental/Economic/Community Development		2			
1	Representative of economic and community development	Turner Arbour	Required	P	
2	Representative of Vocational Rehabilitation	John Howell	Required	P	
3	Representative of transportation, housing, and public assist		Optional		
4	Representative of philanthropic organizations		Optional		
D. Other Entity Representation		0			
1	Other representatives as determined by CLEO		Optional		
BUSINESS					
E. Business (Must be 51% or greater)		11	50%		
1	Representative of small business	Joelle Neri	Required	P	
2	Representative of small business	Dana Cutlip	Required	H	
3	Representative of other business	Mark Earl	Optional	H	
4	Representative of other business	Lex Smith	Optional	H	
5	Representative of other business	Paul Micklow	Optional	P	
6	Representative of other business	Lindsey Hack	Optional	H	
7	Representative of other business	Christina Grey	Optional	H	Pending approval.
8	Representative of other business	Nils Lenz	Optional	P	
9	Representative of other business	Charles Gibbons	Optional	P	
10	Representative of other business	Hope Kennedy	Optional	P	
11	Representative of other business	Beth Galic	Optional	P	Pending approval.
	Representation Count:	22		36%	Hernando
	Current Board Member Count:	22		64%	Pasco

INFORMATION ITEM 3
Performance Review

The following item is presented as information for the Committee.

No action is required.

CEO PERFORMANCE REVIEW

CEO Name: Jerome Salatino _____ Date: 7/28/2023 _____

Reviewer Name/Title: Charles Gibbons, Executive Board Chair _____

All will be rated on a scale of 1-4 with Unacceptable, Needs Improvement, Competent, and Commendable.

1. **Working with People:** Developing and maintaining relationships that enhance understanding, communication, and teamwork. Tactfully handling sensitive situations. Sharing resources with others.

☐ 1 - Unacceptable ☐ 2 - Needs Improvement ☐ 3 - Competent ☒ 4 - Commendable

2. **Customer Focus:** Identifying internal and external clients – understanding and responding to their needs. Demonstrating diplomacy and patience in dealing with customers.

☐ 1 - Unacceptable ☐ 2 - Needs Improvement ☐ 3 - Competent ☒ 4 - Commendable

3. **Work Motivation:** Demonstrating commitment to achieving results. Originating action rather than simply responding to events. Accepting new assignments and responsibilities willingly.

☐ 1 - Unacceptable ☐ 2 - Needs Improvement ☐ 3 - Competent ☒ 4 - Commendable

4. **Job Knowledge:** Knowing the operations and procedures of the company. Being aware of sources for answers to questions. Understanding and applying technical knowledge related to assignments.

☐ 1 - Unacceptable ☐ 2 - Needs Improvement ☐ 3 - Competent ☒ 4 - Commendable

5. **Oral Communication:** Sharing information with appropriate people. Keeping others informed on a timely basis. Participating and contributing constructively in meetings and other group situations.

☐ 1 - Unacceptable ☐ 2 - Needs Improvement ☐ 3 - Competent ☒ 4 - Commendable

6. **Analysis and Decision Making:** Determining and obtaining the information needed to solve a problem. Applying rules and standards to decisions. Weighing alternatives and selecting the best solution.

☐ 1 - Unacceptable ☐ 2 - Needs Improvement ☐ 3 - Competent ☒ 4 - Commendable

7. **Community Involvement:** Takes an active role in the community. Builds and fosters relationships in the local community to help create an awareness of CSPH. Partners with local businesses and groups, serves on committees, volunteers in the community, etc.

☐ 1 - Unacceptable ☐ 2 - Needs Improvement ☐ 3 - Competent ☒ 4 - Commendable

8. **Performance:** Demonstrated commitment to accomplishing performance goals and accountability measures. Promotes accountable, transparent, and data-driven workforce.

☐ 1 - Unacceptable ☐ 2 - Needs Improvement ☐ 3 - Competent ☒ 4 - Commendable

CEO Comments: Please see attached

Reviewer Comments:

Mr. Salatino has done an excellent job this year navigating the CareerSource realignment process. Mr. Salatino was extremely effective in voicing the PHCS's concerns with this process with the state representative as well as providing the board with updates and insight into the process and how we would be affected. Mr. Salatino was also able to keep the focus on the clients and ensuring that each client is able to be successful. Mr. Salatino was also able to keep the staff motivated and focused during the uncertainties of the realignment. Overall, Mr. Salatino did an excellent job during a trying time.

CEO Signature: [Signature]

Date: 7/28/23

Reviewer Signature: [Signature]

Date: 7/28/23

Meeting Workforce Needs

Accomplishments PY 22-23

Performance

The CareerSource Pasco Hernando Board of Directors allocated \$6 million in fiscal year 2022-2023 to assist local Business and residents under the Workforce Innovation and Opportunity Act (WIOA). Various Federal and local Programs were developed and administered by staff with great overall success. Staff was successful in negotiating 18 goals with the State and worked with both counties to receive funding to administer special projects. CSPH continually outperformed the level of funding provided while operating with one of the lowest administrative cost in the State (**5%**). Lastly, with the guidance of the CSPH Board of Directors staff is very proud to announce a **\$4.50 ROI** totaling \$27,000,000.00.

The following illustrates the Statewide performance and program outcomes and success. Even with some of the highest state negotiated goals CSPH saw top ratings based on performance to funding in all but one area.

- There were four main categories: Adult, Dislocated Worker (DW) including Welfare transition, Youth and Wagner-Peyser (WP) which also includes Veterans. These measures focus on employment and training.
 - 13 of 18 State measures, were met or exceeded. This was actually good considering all regions were mandated to exit customers last year. That affected this year's numbers and was referenced by DEO in the annual June Board Meeting.
 - Wagner Peyser (WP) Total people helped find employment. CSPH received 3.1% and accounted for 6.5% of State performance. This was 5th highest based on raw numbers but 1st based on percent of budget. To provide an example, two of our largest regions, Miami Dade (placed 4,667) and Orlando (placed 3,950) and received 13.7% and 13.74% of the total state budget respectively.
 - Adult and DW: CSPH received 3.7% of State funding and accounted for 6.1% of people trained. CSPH provided Individual Training Accounts (ITA) for 336 AD/DW which was a 233% increase in training.
 - Adult: and DW: CSPH receives 2.71% and DW receives 2.9% of state funding. was #1 in helping those who received Adult and DW training find employment and #1 based on funding received. CSPH placed 206 customers in employment compared to a statewide total of 3,365 placed (6.1% of total).
 - Veterans: CSPH was #3 in Helping Veterans find employment (208 placed), a 9% increase from last year.
 - Youth: CSPH received 2.5% and of State funding and accounted for 4.7% of the States performance. CSPH was #9 based on outcomes and #3 based on funding. Youth

numbers were also affected by the mandatory exits, however, 78 youth participated in the Youth Program, 182 credentials (46% increase) were earned and 70 youth (40% increase) found employment.

- Challenges: PHWB Welfare transition program (WT) received 3.7% of the State funding and achieved 3.1% of the performance. This equated to 11th place. WT Staff is in contact with DEO as the numbers showing on the MMR has been skewed. Once this is straightened out the performance ranking should go up (the state shows single digit performance numbers and should be double digit).

Special Projects and Generation of Revenue

Pennies for Pasco – Workforce Reentry Grant

- CareerSource Pasco Hernando partnership with Pasco County to form the Workforce Re-entry **funded by Pennies for Pasco**. The program has helped to provide 396 with services that lead directly employment. Of the 396 people a total of 352 have retained employment for at least 90 days. Eligible Workforce Re-entry program participants are non-WIOA eligible individuals, which allows the program to reach a demographic not currently being served, and create greater economic prosperity for Pasco County.

Ticket To Work

- The Ticket-to-Work program is a Social Security Administration program for people who receive Social Security Disability Insurance (SSDI) benefits and Supplemental Security Income (SSI) benefits for disability or blindness. The program offers greater choice in getting the services needed to go to work or to earn more money. The goal of the program is to help individuals earn enough money so they will not need Social Security benefits.
- Brought in **\$45,000 in unrestricted funding** and assisted 22 individuals in finding employment

Opioid Recovery Program

- CSPH is partnering with area partners to develop strategies that foster recovery from opioid and addiction issues affecting our area workforce. Assistance to those affected include;
 - Developing short and long-term employment goals that coincide with treatment plans.
 - Providing training and career services to individuals affected by the opioid crisis and to (re)integrate them into the workforce, including domestic partners and family members.
 - Using On-the-Job Training (OJT) and Occupational Skills Training (OST) to achieve permanent employment for individuals in treatment and their families.
 - Holding training sessions in Evidence Based Practices (EBP) designed for Employers to educate on how to approach employees with issues related to addiction in the workplace.
 - Awarding a limited number of scholarships to individuals in order for them to complete a post-graduate level degree focused on counseling individuals who suffer from addiction.
 - CSPH was awarded **\$400,000** by the Department of Labor.

Development of Training Programs

Re-entry Programs

- CSPH continued to partner with the Hernando County Sheriff's Department (HCSD) to train soon to be released inmates in various programs to enhance their ability to find sustainable employment. Although no longer funded by the DOL, CSPH has used WIOA funds to provide training to eligible individuals. HCSD funded a deputy's position to assist with supervision and instruction. HCSD also funded a GED program for inmates.
- The vision of the program included assisting pre-release inmates with a combination of work maturity skills, work-search registration, as well as marketable skills training and certification. All these activities point to enhancing the individual's value in the workforce and removing much of the stigma associated with incarceration. With assistance from staff at the Hernando County Detention Center, CSPH staff provided assessment and testing of basic skills and work readiness helping to identify academic strengths and challenges. Participants took part in work maturity skills training delivered in a combination of computer based and instructor led material. Additionally, curriculum included instruction on filling out job applications (both on-line and in person), interviewing skills; on-the-job behaviors and communication in the workplace. **In PY 22-23, 28 inmates enrolled, 18 completed a certificate and were released. To date 12 have found employment.**

Apprenticeship Programs

- CSPH staff continue to work with the **Tampa Electrical Union's** registered apprenticeship program to ensure interested and eligible individuals are provided an opportunity to earn while they learn a profession.
 - New students earned a paycheck and can expect an annual increase. Upon completion, apprentices should earn \$29 or more per hour.
- CSPH also worked with **Withlacoochee River Electric** apprenticeship program.
 - PHSC assisted with \$22,000 in employee training.

Construction Trades program

- **Phoenix Rising** is an alternative education and construction trade program that seeks to revitalize economically challenged areas in Pasco and Hernando Counties, making a positive difference in the lives of young adults between the ages of 18-24.

Through Phoenix Rising, 9 income-eligible participants received hands-on and classroom training designed to develop workforce skills that lead to employment. A key feature of the program involved construction of Habitat for Humanity homes for deserving families in Pasco and Hernando County. All 9 are on track to earn **their high school diploma, as well as industry-recognized certifications.** Participants completed a week of Workforce Industrial Training from 2/6-2/10 with Master Trainer James Coleman, that resulted in more than 50 certifications and construction related training completions within the group of clients. Youth also participated in paid work experience as well as participating in a local food distribution day.

Community Outreach

- **Manufacturing Day** – CSPH in partnership with PHSC has taken the lead for the past six years to ensure students interested in manufacturing have an opportunity to tour and speak to manufacturers in both counties. CSPH staff have again taken a lead role in Manufacturing Day 2023 and are currently in the planning phase. Manufacturing Day is typically in October.
 - CareerSource Pasco Hernando and its partners are proud to have offered more than **2,500 students** an opportunity to experience and learn about our local manufacturing community. Virtual presentations, industry tours and hands on learning opportunities, along with local library events and fundraisers to inform the public about manufacturing, and the opportunities manufacturing offers to jobseekers and the local economy, have been hosted throughout the years. The event continues to be successful year after year, due to the combined efforts with Pasco-Hernando State College, the Pasco and Hernando District School Boards, the Pasco and Hernando Economic Development Councils, our local chambers and local manufacturers.
- **Business Services Team** and staff are active participants with various local chambers of commerce as well as Hernando Progress and the Pasco Economic Development Board.
- **Business Services and Veteran's** programs hosted and/or assisted the community and customers with:
 - 3 Local Job fairs
 - Virtual recruitments
 - Virtual Job fairs
 - Participated in Veteran targeted job fairs
 - Congressman Gus Bilirakis Veterans stand down and recruitment events
- **Community Partners**
 - **CSPH** host local One Stop Partnership quarterly meetings focused on information sharing and problem solving
 - **CSPH** staff participates with the Local College Access Network (**LCAN**) to promote continued learning and career development
- Other community partner meetings and memberships include: **The United Way, Mid Florida community service, Hernando county community alliance, Pasco county schools CTE committee, Wilton Simpson Technical college advisory committee, Fred K Marchman SAC advisory committee and the coalition for the Homeless of Pasco.**

Audit and Compliance

MKA CPAs and Advisors performed the annual financial audit and returned an **Unqualified Opinion**.