

**Pasco-Hernando Workforce Board, Inc.**  
**Board Meeting Minutes**  
**September 15, 2022**

**Meeting Location:** Hampton Inn  
11780 State Road 54  
Odessa, FL 33556

***Meeting Held Virtually via Microsoft Teams***

**Board Members Attending:** Turner Arbour, Keven Barber, Mark Barry, Dana Cutlip, Mark Earl, Tate Foster, Charles Gibbons, John Howell, Hope Kennedy, Nils Lenz, Joelle Neri, Kathryn Starkey

**Board Members Absent:** Stephanie Adams, Timothy Beard, Lee Middleton, Lex Smith, Sophia Watson, Bill Woodard

**Staff Attending:** Brenda Gause, Dave Hamilton, Theresa Miner, Jerome Salatino, Ken Russ, Ania Williams

**Others Attending:** Toni Jackson – Department of Economic Opportunity, Tracie Entler and Shirelle Simmons - Gulf Coast Jewish Family and Community Services, David Engle – Pasco County

**Quorum Present?** Yes

**Call to Order:** The meeting was called to order at 3.00 p.m. by Chair, Chuck Gibbons.

**Public Comments**

No public comments were received.

**Consent Agenda**

There were no items on the Consent Agenda.

**Action Item 1 – Approval of Minutes from June 9, 2022, Board Meeting**

The Board reviewed the minutes from the June 9, 2022, Board meeting. All Board members were in agreement that the minutes correctly reflected the actions from that meeting.

MOTION was made by Keven Barber to approve the June 9, 2022, Board meeting minutes.

MOTION was seconded by Turner Arbour. Motion carried 11-0.

**Action Item 2 – Approval of Minutes from July 11, 2022, Planning Meeting**

The Board reviewed the minutes from the July 11, 2022, Planning meeting. All Board members were in agreement that the minutes correctly reflected the actions from that meeting.



MOTION was made by Keven Barber to approve the July 11, 2022, Planning meeting minutes.

MOTION was seconded by Mark Barry. Motion carried 11-0.

**Action Item 3 – Approval of Minutes from September 7, 2022, Demo Meeting**

The Board reviewed the minutes from the September 7, 2022, Demo meeting. All Board members were in agreement that the minutes correctly reflected the actions from that meeting.

MOTION was made by Keven Barber to approve the September 7, 2022, Board meeting minutes.

MOTION was seconded by Mark Barry. Motion carried 11-0.

**Action Item 4 – Training Providers Renewal**

The Board reviewed the request to approve Career Tech, LLC as training provider for the 2022-2023 program year and enter into an Occupational Skills Service Provider Agreement. Dave Hamilton spoke about the eligibility criteria and the programs offered by the institution.

MOTION made by Mark Barry to approve and enter into a contract with the listed training provider, limited to CDL training only.

MOTION seconded by Tate Foster. Motion carried 11-0.

**Action Item 5 – Katherine M. Johnson Annual Scholarship Fund**

The Board reviewed the request to continue funding the Katherine M. Johnson Annual Scholarship Fund to assist residents of Pasco and Hernando counties.

MOTION was made by Mark Barry to approve the request in the amount of \$1,500 per year for the next two years.

MOTION was seconded by Keven Barber. Motion carried 11-0.

**Action Item 6 – PEDC Proposal**

This action item has been pulled from the agenda to be brought before the Board at a later time.

**Action Item 7 – WorkforceCONNECT**

This action item has been pulled from the agenda to be brought before the Board at a later time.

**Information Item 1 – Minutes from August 18, 2022 Executive Committee Meeting**

The Board Chair reviewed the Executive Committee Meeting Minutes from August 18, 2022.

**Information Item 2 – One Stop Operator**

Brenda Gause reviewed the One Stop Operator report for the 2021-2022 program year.

**Information Item 3 – Letter Grades for Performance**

Jerome Salatino discussed the set of metrics and methodology for the upcoming release of the Letter Grades.



**Information Item 4 – Board Training**

Jerome Salatino spoke about the upcoming Board Training mandatory for all Directors serving on the Board.

**Handout Item 1 – Financial Reports**

Theresa Miner reviewed the Financial Reports for period 7/1/2021 through 06/30/2022 and informed the Board of an upcoming Audit.

With no further business to discuss, the meeting adjourned.

