

DATE: September 24, 2025

TO: Local Workforce Development Board 16: Pasco Hernando

FROM: Karmyn Hill, Chief, Bureau of One-Stop and Program Support 

SUBJECT: Related Party Contract Review Notification

The above-referenced local workforce development board (LWDB) submitted the following related party contract(s) to FloridaCommerce for reporting purposes or prior approval:

Contracting Entity	Service Type	Contract Amount
North Tampa Bay Chamber	Sponsorships	\$20,000

FloridaCommerce reviewed the documents provided to ensure compliance with Section 15 of the grantee-subgrantee agreement between FloridaCommerce and the LWDB, as well as CareerSource Florida Strategic Policy (2012.05.24.A.2), as amended.

Based on the amount of the contract and the outcome of FloridaCommerce's review, the contract(s) is determined to be:

- ☐ **Compliant** – The above-referenced contract(s) did not require prior approval by FloridaCommerce but was determined to meet the statutory requirements. The contract(s) must be published on the LWDB's website within 10 days after approval by the LWDB and must remain on the website for at least one year after the contract is terminated.
- ☒ **Approved** – The above-referenced contract(s) was determined to meet the criteria for approval. The LWDB may proceed with the contracting process with the contracting entity. The contract(s) must be published on the LWDB's website within 10 days after approval by FloridaCommerce and must remain on the website for at least one year after the contract is terminated.
- ☐ **Denied** – The contract(s) submitted was determined not to meet the criteria for approval.

Please contact the FloridaCommerce team at worfor@commerce.fl.gov with any questions.

ACTION ITEM 6
North Tampa Bay Chamber Sponsorship

North Tampa Bay Chamber offers an opportunity for business sponsorships that plays a crucial role in fostering relationships between businesses and organizations in the region. The business sponsorship provides a promotional opportunity for addition outreach into the local business community and would serve as a strategic marketing tool to enhance CareerSource Pasco Hernando visibility in the region. The sponsorship will enhance CareerSource Pasco Hernando business outreach to the businesses in Pasco and Hernando counties.

In support of business outreach to local businesses in our region, it is asked that Pasco-Hernando Workforce Board fund the North Tampa Bay Chamber sponsorship in the amount of up to \$10,000 each year for two years through 2027.

Formula funds will be used where permitted. It is agreed the North Tampa Bay Chamber organization will not use sponsorship funds if approved to buy food or alcohol

FOR CONSIDERATION

Approval to fund the North Tampa Bay Chamber for sponsorships of business events and provide additional business outreach for the region in the amount of up to \$10,000 each year for two years through 2027.