

**Pasco-Hernando Workforce Board, Inc.**  
**Board Meeting Agenda**  
**October 17, 2025 – 9:00AM**

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

**Board Members Attending:** Turner Arbour, Keven Barber, Cindy Bray, Charles Gibbons, Lindsey Hack, Timothy Hellmers, John Howell, Hope Kennedy, Nils Lenz, Paul Micklow, Tom Mudano, Stefanie Pontlitz, Lori Romano, Gary Steele

**Board Members Absent:** Dana Cutlip, Mark Earl, Cami Leech Florio, Beth Galic, Lee Middleton

**Staff Attending:** Nicole Beverley, Brenda Gause, Jose Infante, Theresa Miner, Jerome Salatino, Glen Swanson, Kenneth Russ, Jessica Weightman, and Ania Williams

**Others Attending:** The Hogan Law Firm - Jarrod Prater, Florida Commerce – Tameka Austin, Gulf Coast Jewish Family and Community Services – Shirelle Simmons, Non-Board Member – Aaron Deberry

**Quorum Present?** Yes

**Call to Order:** The meeting was called to order at 9:04 a.m. by Chair, Charles Gibbons.

**Public Comments**

No public comments were received.

**Consent Agenda**

There were no items on the Consent Agenda.

**Action Item 1 – Minutes from September 18, 2025, Board Meeting**

The Board reviewed the minutes from the September 18, 2025, Board meeting. All Directors were in agreement that the minutes correctly reflected the actions from that meeting.

MOTION was made by Keven Barber to approve the September 18, 2025, Board meeting minutes.

MOTION was seconded by Lindsey Hack. Motion carried 14-0.



### **Action Item 2 – Greater Pasco Chamber Sponsorship**

The Board reviewed a request to approve the Greater Pasco Chamber Sponsorship, described as a *visionary partnership* designed to expand CareerSource Pasco Hernando's business presence and strengthen connections within the community. Jerome explained that the partnership would include speaking opportunities, marketing exposure on the Chamber's website, and enhanced outreach efforts to engage with local employers and promote workforce services.

Board members recognized the long-term value of maintaining an active and visible presence within regional business organizations and emphasized the importance of positioning CSPH as a trusted workforce development partner within the Chamber's network.

Because Paul Micklow serves on the Greater Pasco Chamber Board and on the Pasco-Hernando Workforce Board of Directors, a 2/3 vote was required.

Paul Micklow declared conflict and abstained from the vote. A conflict-of-interest disclosure form was submitted after the meeting.

MOTION was made by John Howell to approve the funding of the Greater Pasco Chamber membership for business outreach for the region in the amount of up to \$5,000 each year for two years through 2027.

MOTION was seconded by Robert Fuerst. Motion carried 13-0.

### **Action Item 3 – Staff Incentives**

The Board reviewed the request to authorize the issuance of up to a three percent (3%) staff incentive-including Executive Staff- calculated based on each employee's gross income earnings, consistent with existing policy and contingent upon the lifting of the current federal shutdown. This action recognizes staff contributions toward the agency's improved performance and supports continued growth and retention. The total fiscal impact will be determined by the President/CEO based on available funds once restrictions are lifted. Jerome Salatino reviewed CSPH's performance improvement, noting that last year the organization concluded with a letter grade of "B." At that time, the Board emphasized taking all appropriate measures, including the strategic use of corporate funds to enhance outcomes beyond formula funding. This approach successfully contributed to the improved B+ grade.

He highlighted that CSPH continues to maintain one of the lowest cost-per-participant rates in the state, remains fully compliant with federal and state regulations, and has sustained the 50% threshold for WIOA training expenditures, whereas other regions have applied for waivers. Staff performance has shown strong improvement, reflecting dedication to achieving program goals.

MOTION was made by Lindsey Hack to approve the issuance of up to a three percent (3%) staff incentive-including Executive Staff and calculated based on gross income earnings -consistent with policy and contingent upon the lifting of the current federal shutdown.

MOTION was seconded by Keven Barber. Motion carried 14-0.

### **Information Item 1 – Veterans' Services 1<sup>st</sup> Place Award**



Jerome Salatino, Jose Infante, and Glen Swanson provided an update regarding CareerSource Pasco Hernando's Veterans Team earning 1st place in the Veterans Performance Incentive Awards for medium-sized regions, receiving a \$25,000 performance award from FloridaCommerce. The team's outstanding service during Program Year 2024–2025 resulted in over 3,100 individualized career services, 180 veterans served through case management, and 90 successful employment outcomes.

Comprising DVOP Specialists Joe Mascaro, Julie Hayes, and Bernie Struys and LVERs Pedro Verge, James Rumley, and Jose Infante, the team demonstrated exceptional dedication, innovation, and measurable results. Their holistic, mission-driven approach has restored dignity, fostered confidence, and supported community reintegration for veterans throughout Pasco and Hernando counties.

**Information Item 2 – Financial Reports**

Theresa Miner reviewed the Financial Reports for the period of 07/01/2025 through 08/31/2025.

**Information Item 3 – Letter Grade Report**

Jerome Salatino reviewed the letter grade report for the period of 07/01/2025 through 06/30/2025.

**Information Item 4 – Performance Review**

Charles Gibbons and Jerome Salatino reviewed the CEO Performance Review that was conducted on October 16, 2025, for the period of program year 2024-2025.

With no further business to discuss, the meeting adjourned.

