

Executive Committee Meeting Minutes

October 19, 2023 – 10:00 a.m.

Committee Members

Present: Mark Barry, Charles Gibbons, Lex Smith

Absent: Mark Earl, Joelle Neri

Quorum Present: Yes

Others Present:

PHWB Staff – Brenda Gause, Theresa Miner, Jerome Salatino, Jessica Weightman, Ania Williams

The Hogan Law Firm – Jennifer Rey

Proceedings:

Meeting called to order at 10:05 a.m. by Chair, Charles Gibbons

Public Comments

No public comments were received.

Action Item 1 – Minutes from August 3, 2023, Executive Committee Meeting

Charles Gibbons asked the Committee members to review the minutes from the August 3, 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 Mark Barry to approve the minutes.

MOTION was seconded by Lex Smith. MOTION carried 3-0.

Action Item 2 – Transfer of WIOA DW Funding to WIOA AD Funds

Committee members reviewed the request to transfer \$400,000 of WIOA Dislocated Workers fund to WIOA Adult fund, to help utilize the 2022 WIOA DW funding that will be expiring June 20, 2024.

MOTION was made by Lex Smith to approve the transfer of funds.

MOTION was seconded by Mark Barry. MOTION carried 3-0.

Action Item 3 – Addition to Demand Occupations List

The Committee reviewed the request to add Childcare Workers to the Demand Occupations List for the Pasco Hernando region. Jerome Salatino discussed the increased cost of childcare and the growing demand of childcare workers in our area.

MOTION was made by Lex Smith to approve the addition to the Demand Occupations List.

MOTION was seconded by Mark Barry. MOTION carried 3-0.



Action Item 4 – Umbrella MOU

Committee members reviewed the request to approve and adopt the Umbrella MOU and to enter into an agreement with the required partner agencies. The Umbrella MOU is intended to replace all the existing MOUs that are already in place.

MOTION was made by Mark Barry to approve and adopt the Umbrella MOU.

MOTION was seconded by Lex Smith. MOTION carried 3-0.

Action Item 5 – Training Provider Renewal

The Committee reviewed the request to approve Metropolitan Technical Career Institute to continue as training provider for the 2023-24 program year.

MOTION was made by Lex Smith to approve Metropolitan Technical Career Institute as training provider.

MOTION was seconded by Mark Barry. MOTION carried 3-0.

Information Item 1 – Financial Reports

Theresa Miner reviewed the Financial Reports for the period 8/01/2023 through 8/31/2023.

Information Item 2 – Internal Control Questionnaire and Assessment

Jerome Salatino reviewed the requirements and objectives of the annual self-assessment tool.

Information Item 3 – Regional Planning

Jerome Salatino shared the progress of the Florida Workforce System Transformation and reviewed the next steps in the designation of the regional planning areas.

Information Item 4 – Letter Grades

Jerome Salatino reviewed the letter grades for the 2022-2023 program year.

Discussion Item 1 – Education and Industry Consortium

Committee members discussed the membership requirements and goals of the Education and Industry Consortium.

With no further business to discuss, the meeting adjourned.