

**Pasco-Hernando Workforce Board, Inc.**  
**Board Meeting Agenda**  
**December 04, 2025 – 9:00AM**

**Meeting Location:** *Virtually via Microsoft Teams*

**Board Members Attending:** Turner Arbour, Cindy Bray, Beth Galic, Charles Gibbons, John Howell, Nils Lenz, Paul Micklow, Tom Mudano, Stefanie Pontlitz

**Board Members Absent:** Keven Barber, Dana Cutlip, Mark Earl, Cami Leech Florio, Lindsey Hack, Timothy Hellmers, Hope Kennedy, Lee Middleton, Lori Romano, Gary Steele

**Staff Attending:** Nicole Beverley, Brenda Gause, Jose Infante, Theresa Miner, Jerome Salatino, and Kenneth Russ

**Others Attending:** The Hogan Law Firm - Jarrod Prater; Florida Commerce – Tameka Austin; Moss, Krusick & Associates, LLC – Michelle Barth

**Quorum Present?** No

**Call to Order:** The meeting was called to order at 9:01 a.m. by Chair, Charles Gibbons.

**Public Comments**

No public comments were received.

**Consent Agenda**

There were no items on the Consent Agenda.

**Information Item 1 – Financial Audit Presentation**

Theresa Miner introduced Ms. Michelle Barr of Moss, Krusick & Associates, LLC, who served as the lead auditor for CareerSource Pasco Hernando for the fiscal year ending June 30, 2025. Ms. Barr shared her screen and formally presented the draft audited financial statements, the Single Audit Report, and all required accompanying disclosures.

Ms. Barr reported that CareerSource Pasco Hernando received an unmodified (“clean”) audit opinion, which represents the highest level of assurance available. She further reported that the audit resulted in no findings, no questioned costs, and no issues of noncompliance, and that the Organization again qualified as a low-risk auditee under Uniform Guidance.

Ms. Barr also reviewed the internal control and compliance reports required under Government Auditing Standards and Uniform Guidance, confirming that no material weaknesses, significant deficiencies, or noncompliance issues were identified.



Members of the Board asked clarifying questions regarding cash flow, grant timing, and administrative cost ratios. All questions were addressed by Ms. Barr and Ms. Miner. Both Chair Gibbons and CEO Salatino expressed appreciation for the continuous high-quality work performed by the Finance Department and the audit team.

### **Information Item 2 – Financial Reports**

Theresa Miner reviewed the Financial Reports for the period of 07/01/2025 through 10/31/2025.

### **Information Item 3 – Program Year 2024-2025 ROI**

Jerome Salatino presented the Program Year 2024–2025 Return on Investment analysis. He explained that the methodology mirrors the model used by the Pasco County Office of Economic Growth when evaluating economic impact from workforce programs.

Mr. Salatino reported that CSPH generated an estimated \$4.50 in regional economic impact for every \$1.00 invested in its workforce programs. He emphasized that the ROI figure is conservative and does not include certain broader or long-term benefits that have been measured in prior years in partnership with the University of South Florida.

Mr. Salatino stated that this level of return demonstrates strong stewardship of public funds and a meaningful economic benefit to Pasco and Hernando counties.

### **Information Item 4 – PHWB Board Governance Refresher Training**

This agenda item was postponed and will be rescheduled for a future meeting.

### **Board Chair Comments**

Chair Gibbons thanked the Board members for their attendance and flexibility in joining a specially scheduled year-end meeting. He expressed deep appreciation for the Finance Department's continued excellence and noted the significance of receiving a clean audit with no findings for multiple consecutive years. He also thanked the audit firm for its professionalism and comprehensive review.

### **CEO Comments**

CEO Salatino echoed the Chair's appreciation, commending staff for maintaining strong financial controls, program performance, and administrative compliance during a challenging and evolving funding environment. He reaffirmed CSPH's commitment to sound fiscal stewardship and high-quality service delivery. Mr. Salatino wished all members and staff a safe and enjoyable holiday season.

With no further business to discuss, the meeting adjourned.

