

**CareerSource Pinellas  
Ad Hoc Review Committee (By-Laws & Interlocal) Minutes**

Date: December 12, 2018, 1:00 P.M.  
Location: 13805 58<sup>th</sup> Street North, Clearwater, FL, 33760

**Call to Order**

Chair Michael Meidel called the meeting to order at 1:01 p.m. The following members participated:

**Members in attendance**

Jack Geller, Mark Hunt, Michael Meidel

**Members not in attendance**

William Apple, Commissioner Patricia Gerard

**Staff Present**

Jennifer Brackney, Luna Clarke, Steven Blakey

**Board Counsel**

Charles Harris –Trenam Law

**Guests**

Dennis Long—County Consultant  
Whitney Creech – Pinellas County

**Purpose of Committee**

To review the current Interlocal Agreement between CSPIN and Pinellas County, and discuss the changes recommended by the County. Accordingly, the CSPIN by-laws will be reviewed and edited to reflect changes made to the Interlocal agreement.

Once the Interlocal Agreement has been edited and finalized, it will be submitted to the Board of County Commissioners for approval. The edited CSPIN by-laws will be presented to the CSPIN Board of Directors for approval.

**Discussion Items**

- There was initial discussion about the shape and makeup of the Board of Directors (BOD).
- Discussed the possibility of a future regional organization, but noted that Hillsborough County is resistant to this. Suggested that Pinellas BCC reach out to their counterparts in Hillsborough first.
- As an information item, a copy of the recently modified by-laws for CareerSource Central Florida (CSCF) was provided as an example. The committee was able to peruse that region's version as a reference. It was noted that CSCF board members are appointed for 3 years, and that only 1/3 of the terms expire in any given year.

-Several questions were raised regarding reducing the size of the BOD, while still allowing for the mandated WIOA composition.

-The committee analyzed the redline version of the CSPIN by-laws, which contained comments and recommendations from both Consultant Long and various Pinellas County staff members.

-The committee discussed the role of the Executive Committee, and specified that more power has to be shifted to the full BOD, when it comes to making major decisions.

-Initial discussion regarding the specific authorities and duties of the BOD, and which decisions will require approval from the Board of County Commissioners.

-Recommendation to clearly define abbreviations throughout the documents, as to avoid confusion.

-Currently, the governor has allowed a maximum of 45 seats on the CSPIN board. The least number of board members we can have to remain in WIOA compliance is 25.

-After discussion, the committee discussed allowing for a maximum of 31 board members at any given time.

-The Board of County Commissioners recommends adding a school board member to the CSPIN board.

-Clarification regarding the provisions of the FL Statutes 445.007 will need to be sought, regarding which body has the authority to remove board members.

#### **Next Steps:**

In the essence of time, the committee planned to reconvene in the coming month, to continue reviewing the documents.

#### **Other Administrative Items**

None

#### **Public Comments**

None

#### **Adjournment**

The meeting was adjourned at approximately 2:42 pm