

**CareerSource Pinellas  
Board of Directors Minutes**

**Date:** Thursday, May 26, 2022, at 11:45 am.

**Location:** 13805 58<sup>th</sup> Street, Suite 2-140, Clearwater, FL and via Zoom

**Call to Order**

Chair Barclay Harless called the meeting to order at 11:49 am. There was a quorum with the following board members present.

**Board Members in Attendance**

Andrea Cianek, Barclay Harless, Candida Duff (signed on at 12pm), Celeste Fernandez, Commissioner René Flowers, Dr. Rebecca Sarlo, Elizabeth Siplin, Jack Geller, John Howell, Kenneth Williams (logged on at some point during the meeting), Kevin Knutson, Mark Hunt, Michael Jalazo, Patricia Sawyer, Scott Thomas, Zachary White

**Board Members Not in Attendance**

Belinthia Berry, Chris Owens, David Fetkenher, Glenn Willocks, Ivonne Alvarez, Jody Armstrong, Lisa Cane

**Staff in Attendance**

Steven Meier, Jay Burkey, Kris Lucas, Mary Jo Schmick, Leah Geis

**Board Counsel in Attendance**

Heather Ramos

**Public Comments**

There were no public comments.

**ACTION ITEM 1 – Approval of the Minutes – 4.25.22 Special Board of Directors Meeting**

The minutes of the April 25, 2022, Special Board of Directors meeting were presented for approval.

**RECOMMENDATION**

Approval of the draft minutes, to include any amendments necessary.

**Discussion:** None

Motion:	Patricia Sawyer
Second:	Mark Hunt

*The minutes were approved as presented. This motion carried unanimously.*

**ACTION ITEM 2 – PY’2022-2023 Board of Directors Reappointment Recommendations**

The Board members listed below have terms which are expiring on 6/30/2022. All members, except for three individuals, are being presented for reappointment.

Representation	Name	Term Ends	Reappoint?
Business	Andrea Cianek	6/30/2022	No
GRO – Public Assistance	Celeste Fernandez	6/30/2022	Yes
Business	Chris Owens	6/30/2022	No
Business	David Fetkenher	6/30/2022	Yes
Business	Elizabeth Siplin	6/30/2022	Yes
Business	Glenn Willocks	6/30/2022	Yes
CBO – Individuals w/Barriers	Jody Armstrong	6/30/2022	No
WOLO*	Kenneth Williams	6/30/2022	Yes
ETPA*	Mark Hunt	6/30/2022	Yes
ETPO*	Dr. Rebecca Sarlo	6/30/2022	Yes

**RECOMMENDATION**

Approval of those directors whose term will expire on June 30, 2022 to be reappointed for an additional two-year term period, effective July 1, 2022 through June 30, 2024. Upon approval from the Board of Directors, this recommendation will be forwarded to the appointing authority, the Pinellas County Board of County Commissioners.

**Discussion:** None

Motion:	Jack Geller
Second:	Scott Thomas

*The Board of Directors made a motion to approval of those directors whose term will expire on June 30, 2022 to be reappointed for an additional two-year term period, effective July 1, 2022 through June 30, 2024. Upon approval from the Board of Directors, this recommendation will be forwarded to the appointing authority, the Pinellas County Board of County Commissioners. The motion carried unanimously.*

**ACTION ITEM 3 – PY’2022-2023 Board Officer Recommendations**

Officers	2021 – 2022 Board Officers	2022 – 2023 Nominees
Chair	Barclay Harless*	Scott Thomas
Chair-Elect	Michael Logal/Vacant	Elizabeth Siplin
Treasurer	Rebecca Sarlo*	Barclay Harless
Secretary	Sheryl Nadler/Kenneth Williams	Kenneth Williams

*\*Indicates the officer has served 2 consecutive terms in the same office.*

**RECOMMENDATION**

Approval of the 2022 - 2023 Board Officer nominees.

**Discussion:** None

Motion:	Jack Geller
Second:	Kevin Knutson
Abstentions:	Barclay Harless and Scott Thomas

*The Board of Directors made a motion to approve of the 2022 - 2023 Board Officer nominees. The motion carried unanimously.*

**ACTION ITEM 4 – Annual Performance Evaluation**

The annual performance process was approved for completion for all staff on a program year basis, from July 1 to June 30. On September 8, 2021, the Board of Directors approved the annual performance evaluation utilizing a five-point scale. CareerSource Pinellas is recommending that only merit increases be offered.

**RECOMMENDATION**

Approval for a merit increase for employees upon the completion of the annual performance evaluation. For those nearing the maximum of the pay range, automatically award a one-time performance evaluation stipend. The range for both the merit increase and one-time performance evaluation stipend would be from 0% to 5% of the employee’s base salary determined by the individual’s overall rating on his/her annual performance evaluation for the program year ending in June 2022.

**Discussion:** None

Motion:	Scott Thomas
Second:	Jack Geller

*The Board of Directors made a motion to approve of a merit increase for employees upon the completion of the annual performance evaluation. For those nearing the maximum of the pay range, automatically award a one-time performance evaluation stipend. The range for both the merit increase and one-time performance evaluation stipend would be from 0% to 5% of the employee's base salary determined by the individual's overall rating on his/her annual performance evaluation for the program year ending in June 2022. The motion carried unanimously.*

**ACTION ITEM 5 – Approval of Vendor for 2022 Compensation Review**

The RFQ was issued at the beginning of March with the deadline to submit proposals by March 25. CareerSource Pinellas received proposals from four qualified vendors. Based upon review of the proposals, it is the recommendation to enter into a contract with Compensation Resources to perform a compensation review as an update to the review performed in 2019. Their quote to perform the compensation review is \$30,800. A budget modification request was approved at the November 17, 2021, Board Meeting that included a line item of \$37,500 for a Compensation Review. The Compensation Committee approved Compensation Resources at its April 7, 2022 meeting.

**RECOMMENDATION**

Approval of Compensation Resources to perform Compensation Review for CareerSource Pinellas at a cost not to exceed \$30,800 plus out-of-pocket expenses, if any.

**Discussion:** None

Motion:	Mark Hunt
Second:	Jack Geller

*The Board of Directors made a motion to approve of Compensation Resources to perform Compensation Review for CareerSource Pinellas at a cost not to exceed \$30,800 plus out-of-pocket expenses, if any. The motion carried unanimously.*

**ACTION ITEM 6 – Policy Approval – WIOA-P-120-14 Youth Service Provider Selection**

This policy provides Local Workforce Development Board 14 (LWDB-14) the criteria for awarding grants and contracts for youth workforce services under the Workforce Innovation and Opportunity Act (WIOA). Additionally, this policy outlines procurement requirements that govern the youth service provider selection process.

**RECOMMENDATION**

Approval of Policy WIOA-P-120-14-Youth Service Provider Selection.

**Discussion:** None

Motion:	Scott Thomas
Second:	Jack Geller

*The Board of Directors made a motion to approve of Policy WIOA-P-120-14-Youth Service Provider Selection. The motion carried unanimously.*

**ACTION ITEM 7 – Approval of One-Stop Operator**

CareerSource Pinellas is recommending contracting with The Kaiser Group (DE), LLC, dba Dynamic Workforce Solutions Based on overall score, experience as a One-Stop-Operator and previous experience as One-Stop Operator of CareerSource Pinellas for the last four years, . The Kaiser Group (DE), LLC, dba Dynamic Workforce Solutions was approved by the One-Stop Committee at its April 21, 2022 meeting.

**RECOMMENDATION**

Approval to enter into contract negotiations and award a contract for the provision of One-Stop-Operator Services with The Kaiser Group (DE), LLC, dba Dynamic Workforce Solutions for a one-year term commencing July 1, 2022, with up to three one-year renewals.

**Discussion:** None

Motion:	Mark Hunt
Second:	Jack Geller

*The Board of Directors made a motion for approval to enter into contract negotiations and award a contract for the provision of One-Stop-Operator Services with The Kaiser Group (DE), LLC, dba Dynamic Workforce Solutions for a one-year term commencing July 1, 2022, with up to three one-year renewals. The motion carried unanimously.*

**ACTION ITEM 8 – Memorandum of Understanding – Vocational Rehabilitation Renewal**

At the May 19, 2021, Board meeting, the required MOUs were approved through June 30, 2024, with the exception of the Department of Education, Division of Vocational Rehabilitation, which was approved through June 30, 2022. CareerSource Pinellas and Vocational Rehabilitation have coordinated the renewal of the MOU/IFA agreement for the period of July 1, 2022, through June 30, 2024. This term will allow the Vocational Rehabilitation partner MOU to be aligned with all other required partner MOUs.

**RECOMMENDATION**

Approval, upon receipt of fully executed agreement, of the MOU/IFA two-year renewal for CareerSource Pinellas and Vocational Rehabilitation for submission to the Board of County Commissioners for review and approval.

**Discussion:** None

Motion:	Mark Hunt
Second:	Scott Thomas
Abstentions:	John Howell

*The Board of Directors made a motion for approval, upon receipt of fully executed agreement, of the MOU/IFA two-year renewal for CareerSource Pinellas and Vocational Rehabilitation for submission to the Board of County Commissioners for review and approval. The motion carried unanimously.*

**ACTION ITEM 9 – Schedule of Operations**

As part of the Grantee-Subgrantee Agreement, DEO requires the Board to adopt a schedule of operations for the upcoming state fiscal year. The proposed schedule must be posted on the website and the Board must approve any deviations from the schedule, except in emergency or reasonably unforeseeable circumstances.

**RECOMMENDATION**

Approval of the CareerSource Pinellas Schedule of Operations.

**Discussion:** None

Motion:	Scott Thomas
Second:	Jack Geller

*The Board of Directors made a motion for approval of the CareerSource Pinellas Schedule of Operations. The motion carried unanimously.*

**ACTION ITEM 10 – Related Party Contracts for PY’2022-2023**

Local Workforce Development Boards (LWDBs) are required to comply with all requirements of FL Statute Section 445.007 prior to contracting with a board member, with an organization represented by its own board member, or with

any entity where a board member has any relationship with the contracting vendor. A listing of related party contracts requiring two-third board approval is below.

Action Item	Company	Board Member	OJT/PWE (not to exceed)	Leases (not to exceed)	Grant Training (not to exceed)	ITA (not to exceed)	Contracts
A	Ultimate Medical Academy	Rebecca Sarlo	\$100K			\$250K	
B	St. Petersburg College	Belinthia Berry		\$160K		\$1.2M	\$125K
C	Pinellas County Schools	Mark Hunt		\$130K		\$300K	
D	Pinellas Ex-Offender Re-Entry Coalition	Michael Jalazo			\$50K		

**Note:** For the record, Board Members listed must verbally abstain from the vote related to their respective organization.

**RECOMMENDATION**

Approval of the PY'2022-2023 related party contracts by a two-thirds (2/3<sup>rd</sup>) vote.

**Discussion:** None

<b>10A</b>	<b>Motion:</b>	Jack Geller
	<b>Second:</b>	Scott Thomas
	<b>Abstention:</b>	Dr. Rebecca Sarlo
<b>10B</b>	<b>Motion:</b>	Jack Geller
	<b>Second:</b>	Scott Thomas
	<b>Abstention:</b>	NONE – Belinthia Berry was not on the call at this time.
<b>10C</b>	<b>Motion:</b>	Scott Thomas
	<b>Second:</b>	Jack Geller
	<b>Abstention:</b>	Mark Hunt
<b>10D</b>	<b>Motion:</b>	Mark Hunt
	<b>Second:</b>	Patricia Sawyer
	<b>Abstention:</b>	Michael Jalazo

*The Board of Directors made a motion for approval of the PY'2022-2023 related party contracts by a two-thirds (2/3<sup>rd</sup>) vote. The motion carried unanimously.*

**ACTION ITEM 11 – Approved Training Providers: Renewal Agreements**

CareerSource Pinellas enters into individual training provider agreements with each approved training provider. Training providers listed have finished their initial one year term and are in continued eligibility status for review and two year renewal. Staff monitors training provider performance and presents this information to the Workforce Solutions Committee on a quarterly basis. Training providers that are determined to have performance issues or other issues, are brought to the Committee and Board throughout the year for review.

Access Computer Training (Hillsborough) CIE #5237
ACI Learning CIE #5237
Center for Technology Training, (Hillsborough), CIE #3094
Computer Coach IT Training Solutions (Hillsborough) CIE #5831
Concorde Career Institute, (Hillsborough) CIE #333

Florida Technical College (formerly LaSalle Computer Learning Center, Hillsborough) CIE #2715
Galen College of Nursing, CIE #3150
Jersey College, (Hillsborough) CIE #3719
National Aviation Academy, CIE #1785
New Horizons Computer Learning Center, (Hillsborough), CIE #3178
Pinellas County Schools, COE & SACS CASI (includes Community Adult Education & Pinellas Technical College - PTC)
Roadmaster Drivers School, Inc., (Hillsborough), CIE #1757
Southern Technical Institute, Pinellas Park, CIE #3918
St. Petersburg College, SACS - COC
Tampa Truck Driving School, Inc. (Hillsborough), CIE #5380
Ultimate Medical Academy, CIE #1606
University of South Florida / Innovative Education, SACS

**RECOMMENDATION**

Approval of the Board to enter into two-year (7/1/22-6/30/24) renewal agreements with the training providers listed above.

**Discussion:** None

Motion:	
Second:	

*Following Board discussion of staff's Recommendation to approve the Board to enter into two year renewal agreement with the training providers listed in Action Item 11, the Chair announced that a motion and second was on the floor without a motion and second actually having been made, and the Board unanimously approved the recommendation (Note: this minor procedural error was waived when it was not raised and does not invalidate the Board's vote).*

**ACTION ITEM 12 – Procurement Policy**

**Information**

CareerSource Pinellas' internal monitors, Taylor Hall Miller Parker P.A., reviewed our Purchasing Policy and recommended changes in light of updates to 2 CFR 200. Accordingly, in alignment with best practices, federal regulations, and Taylor Hall Miller Parker and DEO recommendations, CareerSource Pinellas is updating the organization's Procurement Policy.

**RECOMMENDATION**

Approval of the presented Procurement Policies.

**Discussion:** None

Motion:	Scott Thomas
Second:	Jack Geller

*The Board of Directors made a motion for approval of the presented Procurement Policies. The motion carried unanimously.*

**ACTION ITEM 13 – Contract Extension – Fractional Virtual Chief Information Officer**

The Board approved the hiring of a virtual Chief Information Officer (CIO), Paul Ashe, to act as the central point of contact for information technology services at the July 15, 2020, Board meeting. Although most of the strategic initiatives have been implemented, staff would like to continue to work with Paul Ashe (Securance, LLC) to oversee and manage all IT projects and vendors for 2022 - 2023. Securance, LLC’s minimum requirements are 8 hours per week.

**RECOMMENDATION**

Approval to renew contract for Securance LLC, for the period July 1, 2022, through June 30, 2023, for an amount not to exceed \$75,000.

**Discussion:** None

Motion:	Scott Thomas
Second:	Jack Geller

*The Board of Directors made a motion for approval to renew contract for Securance LLC, for the period July 1, 2022, through June 30, 2023, for an amount not to exceed \$75,000. The motion carried unanimously.*

**ACTION ITEM 14 – Fiscal Year 2021 – 2022: Budget Modification No. 3**

Total budgeted revenues estimated to decrease from \$9,765,948 to \$9,558,760, for an overall decrease of \$207,188; or 2.0%. Total budgeted expenses estimated to increase from \$9,691,422 to \$11,462,734, for an overall increase of \$1,771,312. Details were presented and included in the Board packet.

**RECOMMENDATION**

Staff recommends approval of adjustments to the revenue budget and resultant modifications to the expenditure budget.

**Discussion:** None

Motion:	Mark Hunt
Second:	Scott Thomas

*The Board of Directors made a motion for approval of adjustments to the revenue budget and resultant modifications to the expenditure budget. The motion carried unanimously.*

**ACTION ITEM 15 – Program Year 2022-2023 Planning Budget**

The final approved budget will be provided to the Florida Department of Economic Opportunity, CareerSource Florida and posted to the organization’s website as required by the Agreement between Career Source Pinellas and the Florida Department of Economic Opportunity. Details were presented and included in the Board packet.

**RECOMMENDATION**

Approval of the 2022-2023 planning budget subject to approval by the Pinellas Board of County Commissioners. The final approved budget will be provided to the Florida Department of Economic Opportunity, CareerSource Florida and posted to the organization’s website as required by the Agreement between Career Source Pinellas and the Florida Department of Economic Opportunity.

**Discussion:** None

Motion:	Jack Geller
Second:	Scott Thomas

*The Board of Directors made a motion for approval of the 2022-2023 planning budget subject to approval by the Pinellas Board of County Commissioners. The final approved budget will be provided to the Florida Department of Economic Opportunity, CareerSource Florida and posted to the organization's website as required by the Agreement between Career Source Pinellas and the Florida Department of Economic Opportunity. The motion carried unanimously.*

**ACTION ITEM 16 – Abacode, LLC, Cybersecurity 24/7 Monitoring**

The current contract with Abacode, LLC, at a cost of \$3,399 per month, expires on June 30, 2022. Paul Ashe, vCIO, has negotiated a new contract with Abacode, LLC, at a cost of \$44,880 per year for a 3-year contract (total \$136,640).

**RECOMMENDATION**

Approval of three-year contract with Abacode, LLC, for 24/7 Cybersecurity Monitoring at a cost of \$44,880 per year.

**Discussion:** None

Motion:	Jack Geller
Second:	Scott Thomas

*The Board of Directors made a motion for approval of three-year contract with Abacode, LLC, for 24/7 Cybersecurity Monitoring at a cost of \$44,880 per year. The motion carried unanimously.*

**ACTION ITEM 17 – Audit of June 30, 2022, Financial Statements**

Thomas Howell Ferguson P.A. will audit the financial statements of WorkNet Pinellas, Inc., which comprise the statement of financial position as of June 30, 2020, the related statements of activities, functional expenses, and cash flows for the year then ended, and the related notes to the financial statements. The fees for the audit and the preparation of the Form 990 will be \$25,500 which will include travel and other out-of-pocket costs.

**RECOMMENDATION**

Approval to enter into an agreement with Thomas Howell Ferguson P.A. to conduct a financial statement audit for the year ended June 30, 2020.

**Discussion:** None

Motion:	Mark Hunt
Second:	Scott Thomas

*The Board of Directors made a motion for approval to enter into an agreement with Thomas Howell Ferguson P.A. to conduct a financial statement audit for the year ended June 30, 2020. The motion carried unanimously.*

**ACTION ITEM 18 – Annual 401(k) Plan Audit**

Thomas Howell Ferguson P.A. in its second year as the organization's auditors, will audit the financial statements of WorkNet Pinellas, Inc. 401(k) Plan, which are comprised of the statement of net assets available for benefits as of December 31, 2021, the statement of changes in net assets available for benefits for the year then ended, and the related notes and report on the supplemental schedules for the year ended December 31, 2021. For calendar year 2021, a limited scope audit, as permitted by USDOL regulations, will be performed and will not exceed \$7,500. The annual audit is to be completed and filed along with the Form 5500 by October 15, 2021.



**RECOMMENDATION**

Approval for Thomas Howell Ferguson P.A. to commence a limited scope audit of the WorkNet Pinellas, Inc. 401(k) for 2021.

**Discussion:** None

Motion:	Scott Thomas
Second:	Jack Geller

*The Board of Directors made a motion for approval for Thomas Howell Ferguson P.A. to commence a limited scope audit of the WorkNet Pinellas, Inc. 401(k) for 2021. The motion carried unanimously.*

**General Counsel Update – Gray|Robinson**

Heather Ramos, Gray|Robinson, shared an overview of the projects that their firm has been working on since the last Board meeting. The items were summarized on a memo included in the Board packet. Ms. Ramos also indicated that there is no known pending litigation against CareerSource Pinellas.

**INFORMATION ITEM 1 – Board and Committee 2022-2023 Draft Calendar**

The 2022-2023 Board and Committee Draft Calendar was presented to the board for review and discussion. The draft calendar will be implemented.

**INFORMATION ITEM 2 – Current Board Roster and Term Dates**

A list of current board member and their term dates was included in the meeting packet.

**INFORMATION ITEM 3 – PY’2021-2022 Committee Assignments**

A list of current committee assignments was included in the meeting packet. Board members were asked to let staff know if they wanted to be a part of specific committees.

**INFORMATION ITEM 4 – Employee Engagement**

Jay Burkey, HR Director, shared the status of the implementation of tactics to improve organizational culture and employee engagement.

**INFORMATION ITEM 5 – Compensation and Turnover Summary**

Jay Burkey, HR Director, referred the Board to the compensation and turnover summary.

**INFORMATION ITEM 6 – 2021-2022 One-Stop Goals Update**

Kris Lucas, COO, referred the Board to One-Stop Goals Update included in the Board packet.

**INFORMATION ITEM 7 – Reports**

Kris Lucas, COO, referred the Board to One-Stop Reports included in the Board packet.

**INFORMATION ITEM 8 – Workforce Solutions Goals Update**

Kristopher Lucas gave a brief summary of the Workforce Solutions Goals Update included in the meeting packet.

**INFORMATION ITEM 9 – WIOA Primary Indicators Report Q1**

Report included in meeting packet.

**INFORMATION ITEM 10 – Training Provider Spending**

Report included in meeting packet.

**INFORMATION ITEM 11 – Work-Based Learning Spending**

Report included in meeting packet.

**INFORMATION ITEM 12 – Help Wanted Online Report**

Report included in meeting packet.

**INFORMATION ITEM 13 – February 28, 2022 Financial Statements**

Report included in meeting packet.

**INFORMATION ITEM 14 – 401K Trustee Information**

Steve Meier indicated that the Third-Party Administrator of the Plan, determined that we can simply use business positions or titles as the Trustees in the Plan Document instead of specific names. As a result, the Plan Document will be restated to list the trustees as:

1. Chief Executive Official/Executive Director/Chief Executive Officer (or highest-ranking officer)
2. Chief Financial Officer (or highest-ranking financial position)

These titles are consistent with the organization's by-laws, handbook and other governing documents.

**INFORMATION ITEM 15 – Unrestricted Cash**

Subsequent to the payment of the disallowed costs attributable to the Final Determination from DOL compliance review from unrestricted funds, CareerSource Pinellas had almost \$893,000 of unrestricted funds available deposited in three accounts.

**Other Administrative Items – None**

**Open Discussion – None**

**Adjournment**

Jack Geller motioned and Scott Thomas seconded the motion for adjournment. Barclay Harless adjourned the meeting at 1:03 pm.



**APPOINTED OFFICERS (continued)**

- A copy of the form must be provided immediately to the other members of the agency.
- The form must be read publicly at the next meeting after the form is filed.

IF YOU MAKE NO ATTEMPT TO INFLUENCE THE DECISION EXCEPT BY DISCUSSION AT THE MEETING:

- You must disclose orally the nature of your conflict in the measure before participating.
- You must complete the form and file it within 15 days after the vote occurs with the person responsible for recording the minutes of the meeting, who must incorporate the form in the minutes. A copy of the form must be provided immediately to the other members of the agency, and the form must be read publicly at the next meeting after the form is filed.

**DISCLOSURE OF LOCAL OFFICER'S INTEREST**

I, Barclay Harless, hereby disclose that on May 26, 20 22 :

(a) A measure came or will come before my agency which (check one or more)

- inured to my special private gain or loss;
- inured to the special gain or loss of my business associate, \_\_\_\_\_ ;
- inured to the special gain or loss of my relative, \_\_\_\_\_ ;
- inured to the special gain or loss of \_\_\_\_\_, by whom I am retained; or
- inured to the special gain or loss of \_\_\_\_\_, which is the parent subsidiary, or sibling organization or subsidiary of a principal which has retained me.

(b) The measure before my agency and the nature of my conflicting interest in the measure is as follows:

voting on officer slate that I am a recommendation of.

**ACTION ITEM 3 – PY'2022-2023 Board Officer Recommendations**

If disclosure of specific information would violate confidentiality or privilege pursuant to law or rules governing attorneys, a public officer, who is also an attorney, may comply with the disclosure requirements of this section by disclosing the nature of the interest in such a way as to provide the public with notice of the conflict.

7/8/2022

Date Filed

DocuSigned by:

*Barclay Harless*

364F1200BA3A440

Signature

NOTICE: UNDER PROVISIONS OF FLORIDA STATUTES §112.317, A FAILURE TO MAKE ANY REQUIRED DISCLOSURE CONSTITUTES GROUNDS FOR AND MAY BE PUNISHED BY ONE OR MORE OF THE FOLLOWING: IMPEACHMENT, REMOVAL OR SUSPENSION FROM OFFICE OR EMPLOYMENT, DEMOTION, REDUCTION IN SALARY, REPRIMAND, OR A CIVIL PENALTY NOT TO EXCEED \$10,000.



**APPOINTED OFFICERS (continued)**

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**DISCLOSURE OF LOCAL OFFICER'S INTEREST**

I, Scott Thomas, hereby disclose that on May 26, 20 22 :

(a) A measure came or will come before my agency which (check one or more)

- inured to my special private gain or loss;
- inured to the special gain or loss of my business associate, I was on ballot ;
- inured to the special gain or loss of my relative, N/a ;
- inured to the special gain or loss of N/a , by whom I am retained; or
- inured to the special gain or loss of N/a , which is the parent subsidiary, or sibling organization or subsidiary of a principal which has retained me.

(b) The measure before my agency and the nature of my conflicting interest in the measure is as follows:

My name was on the ballot

**ACTION ITEM 3 – PY'2022-2023 Board Officer Recommendations**

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7/8/2022

Date Filed

DocuSigned by:



Signature

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**APPOINTED OFFICERS (continued)**

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**DISCLOSURE OF LOCAL OFFICER'S INTEREST**

John Howell  
I, \_\_\_\_\_, hereby disclose that on May 26, 20 22 :

(a) A measure came or will come before my agency which (check one or more)

- inured to my special private gain or loss;
- inured to the special gain or loss of my business associate, \_\_\_\_\_ ;
- inured to the special gain or loss of my relative, \_\_\_\_\_ ;
- inured to the special gain or loss of Division of Vocational Rehabilitation, by whom I am retained; or
- inured to the special gain or loss of \_\_\_\_\_, which is the parent subsidiary, or sibling organization or subsidiary of a principal which has retained me.

(b) The measure before my agency and the nature of my conflicting interest in the measure is as follows:

I abstained from a vote on Action Item 8 which was a vote on a MOU for Vocational Rehabilitation Renewal. I am currently employed by Vocational Rehabilitation creating a conflict of interest.

If disclosure of specific information would violate confidentiality or privilege pursuant to law or rules governing attorneys, a public officer, who is also an attorney, may comply with the disclosure requirements of this section by disclosing the nature of the interest in such a way as to provide the public with notice of the conflict.

6/13/2022

Date Filed

DocuSigned by:

*John Howell*

324D6DF3321943F...

Signature

NOTICE: UNDER PROVISIONS OF FLORIDA STATUTES §112.317, A FAILURE TO MAKE ANY REQUIRED DISCLOSURE CONSTITUTES GROUNDS FOR AND MAY BE PUNISHED BY ONE OR MORE OF THE FOLLOWING: IMPEACHMENT, REMOVAL OR SUSPENSION FROM OFFICE OR EMPLOYMENT, DEMOTION, REDUCTION IN SALARY, REPRIMAND, OR A CIVIL PENALTY NOT TO EXCEED \$10,000.





**APPOINTED OFFICERS (continued)**

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**DISCLOSURE OF LOCAL OFFICER'S INTEREST**

Rebecca Sarlo

I, \_\_\_\_\_, hereby disclose that on May 26, 20 22 :

(a) A measure came or will come before my agency which (check one or more)

- inured to my special private gain or loss;
- inured to the special gain or loss of my business associate, \_\_\_\_\_ ;
- inured to the special gain or loss of my relative, \_\_\_\_\_ ;
- inured to the special gain or loss of tuition from student enrollments/funding \_\_\_\_\_, by whom I am retained; or
- inured to the special gain or loss of \_\_\_\_\_, which is the parent subsidiary, or sibling organization or subsidiary of a principal which has retained me.

(b) The measure before my agency and the nature of my conflicting interest in the measure is as follows:

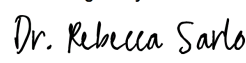
On May 26th, 2022 at the Board of Directors Meeting, I abstained from a vote on Action Item 10a which was a vote on Related Party Contracts for PY'2022-2023 due to a possible conflict of interest. This conflict stems from the fact that I am the Campus Director of Ultimate Medical Academy which is an approved CareerSource Pinellas training provider.

**Action Item 10a - Related Party Contracts for PY'2022-2023**

If disclosure of specific information would violate confidentiality or privilege pursuant to law or rules governing attorneys, a public officer, who is also an attorney, may comply with the disclosure requirements of this section by disclosing the nature of the interest in such a way as to provide the public with notice of the conflict.

6/21/2022

Date Filed

DocuSigned by:  
  
 \_\_\_\_\_  
 Signature

NOTICE: UNDER PROVISIONS OF FLORIDA STATUTES §112.317, A FAILURE TO MAKE ANY REQUIRED DISCLOSURE CONSTITUTES GROUNDS FOR AND MAY BE PUNISHED BY ONE OR MORE OF THE FOLLOWING: IMPEACHMENT, REMOVAL OR SUSPENSION FROM OFFICE OR EMPLOYMENT, DEMOTION, REDUCTION IN SALARY, REPRIMAND, OR A CIVIL PENALTY NOT TO EXCEED \$10,000.



**APPOINTED OFFICERS (continued)**

- A copy of the form must be provided immediately to the other members of the agency.
- The form must be read publicly at the next meeting after the form is filed.

IF YOU MAKE NO ATTEMPT TO INFLUENCE THE DECISION EXCEPT BY DISCUSSION AT THE MEETING:

- You must disclose orally the nature of your conflict in the measure before participating.
- You must complete the form and file it within 15 days after the vote occurs with the person responsible for recording the minutes of the meeting, who must incorporate the form in the minutes. A copy of the form must be provided immediately to the other members of the agency, and the form must be read publicly at the next meeting after the form is filed.

**DISCLOSURE OF LOCAL OFFICER'S INTEREST**

Rebecca Sarlo

I, \_\_\_\_\_, hereby disclose that on May 26, 20 22 :

(a) A measure came or will come before my agency which (check one or more)

- inured to my special private gain or loss;
- inured to the special gain or loss of my business associate, \_\_\_\_\_ ;
- inured to the special gain or loss of my relative, \_\_\_\_\_ ;
- inured to the special gain or loss of student tuition/funding \_\_\_\_\_, by whom I am retained; or
- inured to the special gain or loss of \_\_\_\_\_, which is the parent subsidiary, or sibling organization or subsidiary of a principal which has retained me.

(b) The measure before my agency and the nature of my conflicting interest in the measure is as follows:

On May 26th, 2022 at the Board of Directors Meeting, I abstained from a vote on Action Item 11 which was a vote on Approved Training Providers - Renewal Agreements, due to a possible conflict of interest. This conflict stems from the fact that I am the Campus Director of Ultimate Medical Academy which is an approved CareerSource Pinellas training provider.

**Action Item 11 - Approved Training Providers - Renewal Agreements**

If disclosure of specific information would violate confidentiality or privilege pursuant to law or rules governing attorneys, a public officer, who is also an attorney, may comply with the disclosure requirements of this section by disclosing the nature of the interest in such a way as to provide the public with notice of the conflict.

6/21/2022

Date Filed

DocuSigned by:

*Dr. Rebecca Sarlo*  
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Signature

NOTICE: UNDER PROVISIONS OF FLORIDA STATUTES §112.317, A FAILURE TO MAKE ANY REQUIRED DISCLOSURE CONSTITUTES GROUNDS FOR AND MAY BE PUNISHED BY ONE OR MORE OF THE FOLLOWING: IMPEACHMENT, REMOVAL OR SUSPENSION FROM OFFICE OR EMPLOYMENT, DEMOTION, REDUCTION IN SALARY, REPRIMAND, OR A CIVIL PENALTY NOT TO EXCEED \$10,000.



**APPOINTED OFFICERS (continued)**

- A copy of the form must be provided immediately to the other members of the agency.
- The form must be read publicly at the next meeting after the form is filed.

IF YOU MAKE NO ATTEMPT TO INFLUENCE THE DECISION EXCEPT BY DISCUSSION AT THE MEETING:

- You must disclose orally the nature of your conflict in the measure before participating.
- You must complete the form and file it within 15 days after the vote occurs with the person responsible for recording the minutes of the meeting, who must incorporate the form in the minutes. A copy of the form must be provided immediately to the other members of the agency, and the form must be read publicly at the next meeting after the form is filed.

**DISCLOSURE OF LOCAL OFFICER'S INTEREST**

I, William Mark Hunt, hereby disclose that on May 26, 20 22 :

(a) A measure came or will come before my agency which (check one or more)

- inured to my special private gain or loss;
- inured to the special gain or loss of my business associate, \_\_\_\_\_ ;
- inured to the special gain or loss of my relative, \_\_\_\_\_ ;
- inured to the special gain or loss of Pinellas County Schools, by whom I am retained; or
- inured to the special gain or loss of \_\_\_\_\_, which is the parent subsidiary, or sibling organization or subsidiary of a principal which has retained me.

(b) The measure before my agency and the nature of my conflicting interest in the measure is as follows:

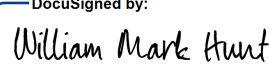
Pinellas County Schools and Pinellas Technical College are training providers for Career Source clients and my participation on the CSPIN executive board and vote on issues of training provider agreements represents a potential conflict.

**Action Item 10c - Related Party Contracts for PY'2022-2023**

If disclosure of specific information would violate confidentiality or privilege pursuant to law or rules governing attorneys, a public officer, who is also an attorney, may comply with the disclosure requirements of this section by disclosing the nature of the interest in such a way as to provide the public with notice of the conflict.

6/13/2022

Date Filed

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NOTICE: UNDER PROVISIONS OF FLORIDA STATUTES §112.317, A FAILURE TO MAKE ANY REQUIRED DISCLOSURE CONSTITUTES GROUNDS FOR AND MAY BE PUNISHED BY ONE OR MORE OF THE FOLLOWING: IMPEACHMENT, REMOVAL OR SUSPENSION FROM OFFICE OR EMPLOYMENT, DEMOTION, REDUCTION IN SALARY, REPRIMAND, OR A CIVIL PENALTY NOT TO EXCEED \$10,000.



**APPOINTED OFFICERS (continued)**

- A copy of the form must be provided immediately to the other members of the agency.
- The form must be read publicly at the next meeting after the form is filed.

IF YOU MAKE NO ATTEMPT TO INFLUENCE THE DECISION EXCEPT BY DISCUSSION AT THE MEETING:

- You must disclose orally the nature of your conflict in the measure before participating.
- You must complete the form and file it within 15 days after the vote occurs with the person responsible for recording the minutes of the meeting, who must incorporate the form in the minutes. A copy of the form must be provided immediately to the other members of the agency, and the form must be read publicly at the next meeting after the form is filed.

**DISCLOSURE OF LOCAL OFFICER'S INTEREST**

I, William Mark Hunt, hereby disclose that on May 26, 20 22 :

(a) A measure came or will come before my agency which (check one or more)

- inured to my special private gain or loss;
- inured to the special gain or loss of my business associate, \_\_\_\_\_ ;
- inured to the special gain or loss of my relative, \_\_\_\_\_ ;
- inured to the special gain or loss of Pinellas County Schools, by whom I am retained; or
- inured to the special gain or loss of \_\_\_\_\_, which is the parent subsidiary, or sibling organization or subsidiary of a principal which has retained me.

(b) The measure before my agency and the nature of my conflicting interest in the measure is as follows:

Pinellas County Schools and Pinellas Technical College are training providers for Career Source clients and my participation on the CSPIN executive board and vote on issues of training provider agreements represents a potential conflict.

**Action Item 11 - Approved Training Providers - Renewal Agreements**

If disclosure of specific information would violate confidentiality or privilege pursuant to law or rules governing attorneys, a public officer, who is also an attorney, may comply with the disclosure requirements of this section by disclosing the nature of the interest in such a way as to provide the public with notice of the conflict.

6/13/2022

Date Filed

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 Signature

NOTICE: UNDER PROVISIONS OF FLORIDA STATUTES §112.317, A FAILURE TO MAKE ANY REQUIRED DISCLOSURE CONSTITUTES GROUNDS FOR AND MAY BE PUNISHED BY ONE OR MORE OF THE FOLLOWING: IMPEACHMENT, REMOVAL OR SUSPENSION FROM OFFICE OR EMPLOYMENT, DEMOTION, REDUCTION IN SALARY, REPRIMAND, OR A CIVIL PENALTY NOT TO EXCEED \$10,000.





**APPOINTED OFFICERS (continued)**

- A copy of the form must be provided immediately to the other members of the agency.
- The form must be read publicly at the next meeting after the form is filed.

IF YOU MAKE NO ATTEMPT TO INFLUENCE THE DECISION EXCEPT BY DISCUSSION AT THE MEETING:

- You must disclose orally the nature of your conflict in the measure before participating.
- You must complete the form and file it within 15 days after the vote occurs with the person responsible for recording the minutes of the meeting, who must incorporate the form in the minutes. A copy of the form must be provided immediately to the other members of the agency, and the form must be read publicly at the next meeting after the form is filed.

**DISCLOSURE OF LOCAL OFFICER'S INTEREST**

Michael Jalazo

I, \_\_\_\_\_, hereby disclose that on May 26, 20 22 :

(a) A measure came or will come before my agency which (check one or more)

- inured to my special private gain or loss;
- inured to the special gain or loss of my business associate, \_\_\_\_\_ ;
- inured to the special gain or loss of my relative, \_\_\_\_\_ ;
- inured to the special gain or loss of related party contracts \_\_\_\_\_, by whom I am retained; or
- inured to the special gain or loss of \_\_\_\_\_, which is the parent subsidiary, or sibling organization or subsidiary of a principal which has retained me.

(b) The measure before my agency and the nature of my conflicting interest in the measure is as follows:

Related Party Contracts, Florida Hires-PERC

**Action Item 10d - Related Party Contracts for PY'2022-2023**

If disclosure of specific information would violate confidentiality or privilege pursuant to law or rules governing attorneys, a public officer, who is also an attorney, may comply with the disclosure requirements of this section by disclosing the nature of the interest in such a way as to provide the public with notice of the conflict.

6/14/2022

Date Filed

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 Signature

NOTICE: UNDER PROVISIONS OF FLORIDA STATUTES §112.317, A FAILURE TO MAKE ANY REQUIRED DISCLOSURE CONSTITUTES GROUNDS FOR AND MAY BE PUNISHED BY ONE OR MORE OF THE FOLLOWING: IMPEACHMENT, REMOVAL OR SUSPENSION FROM OFFICE OR EMPLOYMENT, DEMOTION, REDUCTION IN SALARY, REPRIMAND, OR A CIVIL PENALTY NOT TO EXCEED \$10,000.